



## **Rayleigh Town Council**

The Pavilion, King George V Playing Field, Rayleigh, SS6 8JD

[www.rayleightowncouncil.gov.uk](http://www.rayleightowncouncil.gov.uk)

### **Members of Staffing Committee**

You are hereby summoned to attend a **Staffing Committee** meeting of **Rayleigh Town Council** to be held on **Tuesday 16<sup>th</sup> June 2026** commencing at **7:30pm**. The meeting will be held at **The Pavilion, King George V Playing Field, Rayleigh, SS6 8JD** for the purpose of transacting the following business. Papers have been circulated for items marked with (\*)

Members of the public and press are welcome to attend the meeting. All council meetings will be conducted in accordance with the Civility & Respect pledge and adopted Code of Conduct.

*Shaun Fishenden*

**Shaun Fishenden PSLCC**

**Town Clerk & Responsible Financial Officer**

**Date Issued:** Tuesday 2<sup>nd</sup> June 2026

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### **AGENDA**

- 1. Apologies for Absence:** To receive and accept apologies
- 2. Terms of Reference:** To agree a committee terms of reference to be submitted for ratification by Full Council