Needham Market Town Council

Needham Market town Council Office, Community Centre, School Street, Needham Market, Suffolk IP6 8BB
01449 722246
https://www.needhammarket-tc.gov.uk/
Town Clerk/RFO: Georgina de Cova
Assistant Clerk: Jessica Green

You are hereby summoned to a Meeting of the **Employment Committee** of **Needham Market Town Council** which will be held on **Tuesday 1st December 2026** at **6PM** in the **Town Council Offices** at **Needham Market Community Centre**, to consider the items on the agenda below.

Georgina de Cova
Town Clerk/RFO

AGENDA

1. To receive and approve Apologies of Absence
2. To receive and confirm the Minutes of the Employment Committee meeting held on **6th October 2026**
3. To receive declarations of interest from members relating to items on this agenda
4. Exclusion of the Press and Public

   At this point, the Chair will move the following resolution:
   "Under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2) and in accordance with Standing Order 3(d) the press and public should be excluded from the remainder of the meeting due to the confidential nature of the business to be transacted"
5. To receive a report from the Town Clerk
6. To receive an update on staffing matters
7. To receive a report on attendance and communication and agree next steps
8. To consider a potential funded employment placement opportunity
9. To discuss the Town Ranger initiative
10. To confirm the Date, Time and Location of the next Employment Committee Meeting.