



**Polegate Town Council, Council Office, 49 High Street, Polegate BN26 6AL  
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Town Clerk – Jo Ognjanovic e-mail [admin@polegatetowncouncil.gov.uk](mailto:admin@polegatetowncouncil.gov.uk)

11<sup>th</sup> October 2017

Notice is hereby given of a meeting of the Personnel Committee to be held on  
**Friday 20<sup>th</sup> October 2017** in Council Chambers, 49 High Street Polegate at  
**10.00 am**

*J. Ognjanovic*

Town Clerk

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*The press and public have a right and are welcome to attend but are reminded that they must remain silent when the meeting is in progress in accordance with the Public Bodies (Admissions to Meetings) Act 1960. Comments or questions from members of the public on matters on the agenda will be received at the beginning of the meeting. The time allowed is a maximum of 2 minutes per speaker (this can be extended, if appropriate, and at the Chairman's discretion). The press and public are advised to wait until the resolution to exclude the press and public has been proposed and voted upon before withdrawing.*

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## **A G E N D A**

- 1. Opportunity for public comment**
- 2. Apologies for absence.**
- 3. Declarations of interest in any matters on the agenda.**
- 4. Minutes of meeting of 21<sup>st</sup> June 2017 (already adopted)**
- 5. Proposed personnel budget 2018/19**
- 6. Committee to consider pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 whether the public and press should be excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted. (Discussion of staff details)**
- 7. Staff matters**
  - a. Motion to use the budget for an apprentice (£5200) for paid overtime**
  - b. Admin assistants to address personnel committee about workloads**

- c. Motion to pay Wealden District Council for the bin collections currently carried out by the litter picker (financially beneficial in comparison to staff and materials and waste disposal costs).**
- d. To appoint the Town Clerk as the new data protection officer following the new GDPR.**
- e. Reminder re the new pension regulations rates**