

**UNADOPTED  
POLEGATE TOWN COUNCIL**

**PERSONNEL COMMITTEE**

Minutes of the meeting held on Thursday 23<sup>rd</sup> November 2017, Council Chambers, 49 High Street, Polegate at 2.30 pm

**Present: Cllrs Ms A Snell, Mrs C Berry, B Goodwin, M Falkner, D Dunbar (5)**

**Not Present: Cllr D Shing, D Watts, Mrs M Piper, Mrs S Dobson (4)**

No Members of the public

Minute No	Subject/Resolution	Action
<b>12230</b>	<b>Opportunity for Public Comment</b> None	
<b>12231</b>	<b>Apologies for absence</b> Cllrs D Shing, D Watts, Mrs M Piper, Mrs S Dobson	
<b>12232</b>	<b>Declarations of interest in any matters on the agenda</b> None	
<b>12233</b>	<b>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)</b> <b>It was resolved to enter confidential session VOTE All in favour Cllrs Ms A Snell, Mrs C Berry, B Goodwin, M Falkner, D Dunbar</b>	
<b>12234</b>	<b>Staff matters</b> <b>a. Resignation of maintenance person and potential recruitment of new maintenance person</b> <b>The advertising and minor amendment to the job descriptions were discussed. Other staff matters were discussed including the bespoke stress training for the office staff requested by the personnel committee.</b>	

The meeting closed at 2.49 pm

Signed Chair of Personnel

\_\_\_\_\_ Date \_\_\_\_\_