

**UNADOPTED
POLEGATE TOWN COUNCIL**

PERSONNEL COMMITTEE

Minutes of the meeting held on Monday 17th September 2018, Council Chambers, 49 High Street, Polegate at 2.30 pm

Present: Cllrs Ms A Snell, Mrs C Berry, B Goodwin, Mrs M Piper, Mrs S Dobson (5)

Not Present: Cllr M Falkner, D Watts, D Shing, D Dunbar (4)

No Members of the public

Minute No	Subject/Resolution
12476	Opportunity for Public Comment None
12477	Apologies for absence Cllrs M Falkner, D Watts, D Shing, D Dunbar
12478	Declarations of interest in any matters on the agenda None
12479	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. (Staff matters/details) It was resolved to enter confidential session VOTE All in favour Cllrs Ms A Snell, Mrs C Berry, B Goodwin, Mrs M Piper, Mrs S Dobson
12480	Staff matters It was resolved to increase the cleaner caretakers' hours by 1.5 per week to clean 51 High Street (to be reviewed at a later date). VOTE All in favour Cllrs Ms A Snell, Mrs C Berry, B Goodwin, Mrs M Piper, Mrs S Dobson It was resolved to adopt recommendations of the job evaluation for the three office staff (admin assistant, admin/committee clerk and finance assistant) and to bring all three posts in line at SCP18 with effect from the date of the resolution. VOTE All in favour Cllrs Ms A Snell, Mrs C Berry, B Goodwin, Mrs M Piper, Mrs S Dobson It was resolved that letters be sent from the solicitor in accordance with the confidential matters discussed. VOTE 4 FOR Cllrs Mrs C Berry, B Goodwin, Mrs M Piper, Mrs S Dobson 1 ABSTENTION Cllr Ms A Snell

The meeting closed at 3.20pm

Signed Chair of Personnel

Date _____