



PEACEHAVEN TOWN COUNCIL

CLAIRE LACEY
TOWN MANAGER

TELEPHONE: (01273) 585493 Option 6

FAX: (01273) 583560

E mail: claire.lacey@peacehavencouncil.co.uk

TOWN COUNCIL OFFICE
MERIDIAN CENTRE
MERIDIAN WAY
PEACEHAVEN
EAST SUSSEX
BN 10 8BB

Councillors on this Committee

Jackie Harrison Hicks (Chair of Council), Job Harris (Vice Chair of Council), Lynda Duhigg, Dave Neave,
Robert Robertson, Rachael Coles, Ann Harrison

Dear Committee Member

4th June 2018

You are summoned to a meeting of the **EMPLOYMENT SUB COMMITTEE** to be held in the Copper Room at Community House, Meridian Centre, Peacehaven, BN10 8BB on Friday 8th June 2018 at 9am

Claire Lacey
Town Manager

A handwritten signature in black ink, appearing to read 'C Lacey'.

AGENDA

GENERAL BUSINESS

1. TO ELECT A CHAIR OF THE EMPLOYMENT SUB COMMITTEE
2. TO CONSIDER APOLOGIES FOR ABSENCE
3. TO RECEIVE DECLARATIONS OF INTEREST FROM SUB COMMITTEE MEMBERS
4. TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF 9TH MAY 2018 (p 2-3)
5. TO RETROSPECTIVELY EMPLOY CARETAKER OF 37 HOURS PW (DB) (p 4)
6. TO RETROSPECTIVELY APPROVE APPOINTMENT OF APPRENTICE GROUNDS TEAM (AC) (p 4)
7. PAYROLL (p 4-5)
8. STAFFING UPDATE (p 4)
9. PERFORMANCE MANAGEMENT (p 4)
10. PERSONNEL UPDATE – VERBAL REPORT
11. TO CONFIRM DATE OF NEXT MEETING