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## PEACEHAVEN TOWN COUNCIL

TOWN COUNCIL OFFICE  
MERIDIAN CENTRE  
MERIDIAN WAY  
PEACEHAVEN  
EAST SUSSEX  
BN10 8BB

### Members on this Committee:

Cllr. Claude Cheta (Chair of Council) Cllr. Job Harris (Deputy Chair of Council)  
Cllr. David Seabrook (Chair of Committee) Cllr. Chris Collier, Cllr. Wendy Veck, Cllr. Catherine Gallagher,  
Cllr. Isobel Sharkey, Cllr. Alan Milliner, Cllr Lucy Symonds, Cllr L Duhigg, Cllr G Hill

12<sup>th</sup> February 2020

Members of Peacehaven Town Council's Personnel Committee are summoned to a meeting of the Committee to be held in the Anzac Room, Community House, Meridian Centre, Peacehaven, on Tuesday 18<sup>th</sup> February 2020 at 6.00 p.m.

Tony Allen  
Town Clerk

### AGENDA

**1 E087 PUBLIC QUESTION TIME**

*There will be a 15 minute period when members of the public may ask questions relating to personnel matters.*

**2 E088 CHAIRMAN'S ANNOUNCEMENTS**

**3 E089 TO CONSIDER APOLOGIES FOR ABSENCE**

**4 E090 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**

**5 E091 TO ADOPT THE MINUTES OF 19<sup>th</sup> NOVEMBER 2019 MEETING**

***NOTE: In accordance with Standing Order No. 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the following business to be transacted, the public and press are excluded from the discussion of the following items.***

**6 E092 RECRUITMENT OF A REPLACEMENT GROUNDS PERSON**

**7 E093 RECRUITMENT OF A SENIOR PROJECTS OFFICER**

**8 E094 ANNUAL REVIEW OF STAFFING STRUCTURE & STAFF SALARIES/INCREMENTS**

**9 E095 FINANCE ADMINISTRATOR – INTERIM PROBATION REVIEW**

**10 E096 CHAIRMAN'S & CLERK'S BRIEFING ON ONGOING PERSONNEL MATTERS & ACTIONS REQUIRED**

**11 E097 DATE OF THE NEXT MEETING – TO BE AGREED**