



PEACEHAVEN TOWN COUNCIL

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DRAFT Minutes of the meeting of the Peacehaven Town Council Personnel Committee held on-line (Zoom) at 7.30pm on Wednesday 31st March 2021

Present – Cllr. D Seabrook (Chairman), Cllr C Collier, Cllr A Milliner, Cllr. I Sharkey, Cllr G Hill, Cllr C Gallagher.

Town Clerk Tony Allen, Civic & Marketing Officer, Deborah Donovan.

1 E154 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed everyone to the meeting.

2 E155 TO CONSIDER APOLOGIES FOR ABSENCE

It was resolved to accept apologies from Cllr L Symonds.

3 E156 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

There were no declarations of interests.

4 E157 TO ADOPT THE PUBLIC MINUTES OF 17th FEBRUARY 2021 MEETING

It was resolved to adopt the minutes as a true record.

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 were excluded from the discussion of the following items.

5 E158 TO ADOPT THE CONFIDENTIAL MINUTES OF 17th FEBRUARY 2021 MEETING

It was resolved to adopt the minutes as a true record.

6 E159 TO REVIEW DRAFT HYBRID WORKING POLICY & RELATED MATTERS

The Chairman's draft policy was received and discussed in detail.

Some changes and points of clarification were made

It was resolved to adopt the draft, as amended, and for it to be sent to staff for consultation and meetings.

6 E160 TO REVIEW CURRENT SICK ABSENCE CASES

The Clerk's report was received, noted and discussed in detail.

The Clerk related the latest position in the matters under consideration.

Options, impacts and the way forward were discussed and actions resolved.

7 E161 TO REVIEW STAFFING MATTERS & ACTION PLAN

The Committee's Action Plan was presented by the Chairman. Progress was reported and updates noted.

8 E162 TO REVIEW INTERNAL BUSINESS PLAN PROGRESS

The Committee's input into the Internal Business Plan was presented by the Chairman. Progress was reported and updates noted.

9 E163 DATE OF THE NEXT MEETING – TO BE AGREED

There being no further business, the meeting closed at 20:46.