**Members on this Committee**

**Cllr L Symonds, (Chair of Council), Cllr D Seabrook (Vice-Chair of Council),**

**Cllr K Sanderson (Chair of Committee), Cllr C Gallagher (Vice-Chair of Committee),**

**Cllr C Collier, Cllr W Veck, Cllr S Griffiths, Cllr A Milliner, Cllr I Sharkey.**

**26th April 2022**

**Members of Peacehaven Town Council’s Personnel Committee are summoned to a meeting to be held in Community House on TUESDAY 2nd MAY 2023 at 8.00 p.m.**

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**Tony Allen**

**Town Clerk**

**A G E N D A**

**E318 CHAIRMAN’S ANNOUNCEMENTS.**

**E319 TO CONSIDER APOLOGIES FOR ABSENCE.**

**E320 TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS.**

***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.***

**E321 TO ADOPT THE CONFIDENTIAL MINUTES OF 16th MARCH 2023 MEETING.**

**E322 TO REVIEW THE COMMITTEE’S ACTION PLAN.**

**E323 TO REVIEW COMMITTEE’S BUDGETARY POSITION.**

**E324 TO RECEIVE A REPORT ON STAFF SICKNESS ABSENCE.**

**E325 TO RECEIVE AN UPDATED REPORT ON THE RECRUITMENT OF A MARKETING & EVENTS OFFICER.**

**E326 TO DISCUSS & AGREE THE FILLING OF REMAINING STAFF VACANCIES.**

**E327 TO NOTE & RECEIVE STAFF APPRAISALS.**

**E328 TO AGREE 2023/24 STAFF SALARY INCREMENTS.**

**E329 TO NOTE THE RESULTS OF AN EXIT INTERVIEW.**

**E330 TO NOTE THE RESIGNATION OF THE TOWN CLERK.**

**E331 TO DETERMINE THE TERMS-OF-REFERENCE FOR AN INDEPENDENT REVIEW OF PTC RECRUITMENT & RETENTION PRACTICES (FROM COUNCIL).**

**E332 DATE OF THE NEXT MEETING – TO BE AGREED.**