George Dyson
Town Clerk

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Community House,
Meridian Way,
Peacehaven,
East Sussex,
BN10 8BB.

Personnel Committee

Members on this Committee: Cllr Fabry (Chair of Committee), Cllr Veck, Cllr Campbell, Cllr Alexander, Cllr Donovan, Cllr Cheta, Cllr Gallagher, Cllr Harman, Cllr Bradley.

24th September 2025

Members of Peacehaven Town Council's **Personnel Committee** are summoned to a meeting to be held in Community House on **Tuesday 30th September 2025** at **7.30 p.m**.

George Dyson, Town Clerk.

AGENDA

1. **E603** CHAIR'S ANNOUNCEMENTS
2. **E604** TO CONSIDER APOLOGIES FOR ABSENCE
3. **E605** TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS
4. **E606** TO ADOPT THE MINUTES OF 8TH JULY 2025 MEETING
5. **E607** TO REVIEW COMMITTEE'S BUDGETARY POSITION AND DISCUSS 2026/27 BUDGETARY REQUIREMENTS
6. **E608** DATE OF NEXT MEETING – TUESDAY 20TH JANUARY 2026 AT 7:30PM.
7. **E609** TO RESOLVE TO EXCLUDE PRESS AND PUBLIC FROM THE FOLLOWING ITEMS

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.

8. **E610** TO REVIEW THE COMMITTEE ACTION PLAN
9. **E611** TO REVIEW THE COUNCILLOR TRAINING PLAN AND AGREE ANY ACTIONS
10. **E612** TO REVIEW THE STAFF TRAINING PLAN AND AGREE ANY ACTIONS
11. **E613** TO NOTE AND DISCUSS FEEDBACK FROM RECENT TRAINING
12. **E614** TO RECEIVE AN UPDATE ON STAFF SICKNESS ABSENCE
13. **E615** TO RECEIVE AN UPDATE ON SUPPORT FOR THE GROUNDS TEAM
14. **E616** TO NOTE RECENT ACHIEVEMENTS
15. **E617** TO NOTE THAT A CONFIDENTIAL INVESTIGATION IS TAKING PLACE
16. **E618** TO NOTE THE EMPLOYMENT OF A CIVIC & EVENTS OFFICER
17. **E619** TO NOTE ARRANGEMENTS FOR THE TOWN CLERK'S UPCOMING LEAVE
18. **E620** TO NOTE THE ARRANGEMENTS FOR THE TOWN CLERK'S APPRAISAL
19. **E621** TO RECEIVE VERBAL UPDATES FROM THE FOLLOWING TASK AND FINISH GROUPS (TFGs):
    a. Wellbeing
    b. Employee SCP banding