**Members on this Committee:**

**Cllr Lucy Symonds, (Chair of Council)**

**Cllr. David Seabrook (Chair of Committee) Cllr. Chris Collier, Cllr. Wendy Veck,**

**Cllr. Catherine Gallagher, Cllr Katie Sanderson (Vice-Chair of Committee)**

**23rd November 2022**

**Members of Peacehaven Town Council’s Personnel Committee are summoned to a meeting of the to be held in Community House on THURSDAY 1st DECEMBER 2022 at 7.30 p.m.**

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**Tony Allen**

**Town Clerk**

**A G E N D A**

**E271 CHAIRMAN’S ANNOUNCEMENTS**

**E272 TO CONSIDER APOLOGIES FOR ABSENCE**

**E273 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**

**E274 TO ADOPT THE PUBLIC MINUTES OF 18th October 2022 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.***

**E275 TO ADOPT THE CONFIDENTIAL MINUTES OF 18th October 2022 MEETING**

**E276 TO REVIEW THE COMMITTEE’S ACTION PLAN**

**E277 TO REVIEW COMMITTEE’S BUDGETARY POSITION**

**E278 TO REVIEW THE COUNCIL’S TRAINING PROGRAMME**

**E279 REPORT FROM THE TASK & FINISH GROUP SET UP TO REVIEW THE REPORT FROM STEVE BRIGDEN REGARDING AN OFFICIAL COMPLAINT & DRAFT ACTION PLAN**

**E280 TO RECEIVE A REPORT ON THE ANNUAL STAFFING STRUCTURE REVIEW**

**E281 TO RECEIVE A REPORT ON STAFFING MATTERS:-**

1. **Probation & Confirmation of appointments.**
2. **Sickness Absence.**
3. **Hybrid working report.**
4. **Appraisals.**
5. **Other staffing matters.**

**E282 DATE OF THE NEXT MEETING – TO BE AGREED**