



Seaford Town Council

MINUTES of a Meeting of the Personnel Committee held via Zoom on **Wednesday 28th October 2020** at 7.00pm.

Present:

Councillors J Edson (Chair) and D Argent (Vice-Chair)
Councillors J Cash, O Honeyman, R Honeyman, R Morland and R Reed.
Isabelle Mouland, Assistant Town Clerk
Georgia Raeburn, Executive Support Officer
Karen Singleton, Responsible Financial Officer
There were no members of the public

PE14/10/20 Apologies for Absence

There were no apologies for absence.

PE15/10/20 Disclosure of Interests

No declarations were made of discloseable pecuniary interests or interests other than pecuniary interests as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

PE16/10/20 Exclusion of the Press & Public

It was **RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be **EXCLUDED** from the remainder of the meeting as the remaining item concerned confidential employment details.


PE17/10/20 Town Clerk Recruitment – Recruitment Outcome & Offer Process EXEMPT

The Committee considered exempt report 82/20 seeking the Committees decisions on the outcome of the interviews and the details of the offer process, which after having been offered would be subject to Full Council approval at its next meeting.

The Committee discussed each aspect of the report in great depth.

- PE17.1** It was **RESOLVED** to **NOTE** the verbal update from recruitment panel members on the second stage interviews.
- PE17.2** It was **RESOLVED** to **AGREE** the outcome of the interviews for the final two candidates as discussed at the meeting.
- PE17.3** It was **RESOLVED** to **AGREE** the terms as discussed in the meeting, under which the Mayor will offer the post of Town Clerk to the successful candidate, noting that after having been made this offer will be subject to Full Council approval at its next meeting.

The meeting closed at 7.31pm.


Councillor John Edson
Chair of Personnel

