



Seaford Town Council

Minutes of a meeting of Seaford Town Council's Personnel Committee on 23rd September 2021

Held at the Council Chambers, 37 Church Street, Seaford at 7.00pm.

Present:

Councillors J Edson (Chair) and D Argent (Vice-Chair)

Councillors J Cash, O Honeyman and R Honeyman.

Adam Chugg, Town Clerk

Georgia Raeburn, Executive Support Officer

There were no members of the public physically in attendance.

PE01/21 Apologies for Absence

Apologies for absence were received from Councillor S Dunn.

PE02/21 Disclosure of Interests

There were no disclosures of interests.

PE03/21 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 meeting for the remainder of the meeting for the reasons as set out below.

The Proper Officer considers that discussion of the following items is likely to disclose exempt information as defined in the Local Government Act 1972 and Data Protection legislation and may therefore need to take place in private session. The exempt information reasons are shown alongside each item below.

Furthermore, in relation to paragraph 10 of Schedule 12A, it is considered that the public interest in maintaining exemption outweighs the public interest in disclosing the information.

PE04/21 Staffing Update EXEMPT

The Committee considered exempt report 84/21 providing it with a staffing update and proposals as a result of circumstances.

Reason for exemption: *to provide confidential updates surrounding employees of the Town Council.*

Explanation of Reason: *under Data Protection legislation, information about an individual member of staff / groups of staff is confidential between the Town Council and staff member/s.*

PE03.1 It was **RESOLVED** to **NOTE** the contents of the report.

PE03.2 It was **RESOLVED** to **AGREE** in principle with the cover and structure arrangements presented within the report and recommend that Full Council approves these, subject to discussions with the affected staff members before the Full Council meeting.

PE05/21 General Personnel Update EXEMPT

The Committee considered exempt report 85/21 providing it with an update on the Human Resources activities of the Town Council

Reason for exemption: *to provide confidential updates surrounding the Human Resources functions of the Town Council.*

Explanation of Reason: *under Data Protection legislation, information about an individual member of staff / groups of staff is confidential between the Town Council and staff member/s.*

It was **RESOLVED** to **NOTE** the contents of the report.

The meeting closed at 7.55pm.

Councillor J Edson
Chair of Personnel