



Seaford Town Council

Minutes of a meeting of Seaford Town Council's Personnel Committee on Thursday 21st March 2024.

Held at the **Council Chambers, 37 Church Street, Seaford, BN25 1HG** on **Thursday 21st March** at **7.00pm**.

Present:

Councillors R Honeyman (Chair), S Adeniji, C Bristow (substituting for Councillor O Matthews), S Dubas, I Taylor (substituting for Councillor M Wearmouth) and L Wallraven.

Adam Chugg, Town Clerk

Georgia Raeburn, Governance Manager

Melanie Grey, Temporary HR Manager

Becky Terry, HR & Governance Assistant

PE12/03/23 Apologies for Absence

Apologies for absence were received from Councillors O Matthews (Vice Chair) and M Wearmouth.

PE13/03/23 Disclosure of Interests

There were no disclosures of interests.

PE14/03/23 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 on the agenda.

PE15/03/23 General HR Update - EXEMPT

The Committee discussed exempt report 181/23 providing the Committee with an update on the Human Resources matters within the Town Council.

(7.06pm - Councillor C Bristow entered the meeting)

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

PE16/03/23 Staff Structure Amendment - EXEMPT

The Committee discussed exempt report 182/23 seeking the Committee's approval of an amendment to the Town Council's staff structure.

It was **RESOLVED** to **APPROVE** the amendment to the Town Council's staff structure and that this be delivered in accordance with the discussions in the meeting.

The meeting closed at 8.46pm.

Councillor R Honeyman

Chair of Personnel

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