



## **Minutes of a meeting of Seaford Town Council's Personnel Committee on Wednesday, 27<sup>th</sup> November 2024**

Held at the Council Chambers, 37 Church Street, Seaford, BN25 1HG on Wednesday 27<sup>th</sup> November at 7.00pm

### **Present:**

Councillors O Honeyman (Chair)  
Councillors R Honeyman, J Meek and L Wallraven  
Steve Quayle, Interim Town Clerk  
Georgia Raeburn, HR & Governance Manager  
There were no members of the public attendance

### **PE08/11/24 Apologies for Absence**

There were no apologies for absence.

### **PE09/11/24 Disclosure of Interests**

There were no disclosures of interests.

### **PE10/11/24 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

### **PE11/11/24 General HR Update – October 2024 EXEMPT**

The Committee considered exempt report 113/24 providing the Committee with an update on HR matters within the Town Council.

**PE11.1** It was **RESOLVED** to **NOTE** the contents of the report.

**PE11.2** It was **PROPOSED** to **AWARD** current employees an additional days' paid leave as a gesture of gratitude for the hard work and commitment in recent months – subject to usual leave booking procedures and to be used by 31st March 2026; this **MOTION** was **CARRIED**.

**PE12/11/24 Additional Hours Request – November 2024 EXEMPT**

The Committee considered exempt report 114/24 seeking the Committees consideration of a request for payment for additional hours worked.

It was **RESOLVED** to **REJECT** the request for payment for additional hours worked.

The meeting closed at 7.40pm.

Councillor O Honeyman

Chair of Personnel

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