



Battle Town Council



**MINUTES of a meeting of the PERSONNEL SUB-COMMITTEE
held on TUESDAY 21 MARCH 2017 at The Almonry, High Street, Battle at 7.00pm**

Present: Cllrs G Favell, D Furness and R Jessop

In Attendance: Carol Harris (Town Clerk)

- 1. Apologies for absence – None.**
- 2. Disclosure of interest – None.**
- 3. To approve and sign the minutes of the meeting held on 19 January 2017**
Members agreed the minutes, which were duly signed by Cllr Favell.

The Town Clerk left the meeting for the discussion of the following item

4. Completion of the Town Clerk's probation period

The Committee resolved to recommend to Full Council that Carol Harris be offered the permanent position of Town Clerk.

5. Discretionary salary increase

The Committee resolved to recommend to Full Council a salary increase to one staff member.

6. Matters for information and future agenda items

- Risk assessments

7. Date of next meeting: to be determined

The meeting closed at 7.12pm

**CLLR G FAVELL
CHAIRMAN**