Battle Town Council

MINUTES of a meeting of the PERSONNEL SUB-COMMITTEE
held on TUESDAY 26 MARCH 2019 at The Almonry, High Street, Battle at 6.30pm

Present: Cllrs G Favell (Chairman), D Furness and J Gyngell
In Attendance: Carol Harris (Town Clerk)

1. Apologies for absence – None.

2. Disclosure of interest – None.

3. Minutes of the meeting held on 22 January 2019 were agreed and duly signed by Cllr Favell.

4. Apprenticeship post
Members agreed to delegate the interview and appointment of a grounds maintenance apprentice to Cllr Favell and the Clerk.

5. Staff Matters
The Committee agreed to recommend to F&GP:
• following a successful 6 month probation period, an offer of a permanent position of Grounds Maintenance person to Stephen Chilton, subject to terms of the existing contract;
• to amend the title of the trainee Deputy Town Clerk to Assistant to Town Clerk;
• to allocate £250 budget to acknowledge 20 years’ service in an appropriate manner for the Town Clerk;
• in accordance with contract, upon successful completion of the Certificate in Local Council Administration qualification, to award the Town Clerk a one spine point salary increase.

6. Matters for information and future agenda items – None.

7. Date of next meeting: to be determined

The meeting closed at 7.02pm

CLLR G FAVELL
CHAIRMAN