



Battle Town Council



A meeting of the PERSONNEL SUB-COMMITTEE will be held on
TUESDAY, 1 MAY 2018 at 6.30pm in the Almonry, High Street, Battle

To Cllrs: **G Favell, D Furness, J Gyngell**
(With copies to other Members for information)

Sub-Committee Members are hereby summoned to attend the meeting in order to transact the following business.

A G E N D A

Carol Harris
Town Clerk
26 April 2018

1. **To receive and record apologies for absence**
2. **Disclosure of interest** - To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct.
3. **To approve and sign the minutes of the meeting held on 5 March 2018**
4. **To note vacancy advertisement for apprenticeship to grounds maintenance team and agree timetable**
5. **To note resignation of member of work staff and consider recruitment process for recommendation to F&GP**
6. **To note mid-year review of Town Clerk**
7. **To consider options for Councillor training**
8. **To consider draft Policy Statement on Lone Working and Work Procedures for grounds maintenance team**
9. **Matters for information and future agenda items**
 - Risk assessments
10. **Date of next meeting: to be determined**

**ALL MEETINGS OF BATTLE TOWN COUNCIL AND ITS COMMITTEES
ARE OPEN TO THE PUBLIC**