



Committee: **Personnel Committee**
Date: **3 July 2024**
Time: **19:00**
Location: **The Council Chamber, Lewes Town Hall**
Present: **Councillors Blackwell (Chair), Burrows, Livesey, Norris and Tigg**
Officer Present: **Veronique Poutrel (Town Clerk/RFO)**
Nisha Vesuwala – Deputy Town Clerk

Minutes

1. Apologies for absence

Apologies were received from Councillors Maples and Todd.

2. Declarations of Interest

There was no declaration of interest.

3. Minutes

The minutes of the Personnel Committee meeting held on 22 May 2024 were agreed as a true and accurate record of the meeting.

4. Lone Working Policy

Members received an update from the Task and Finish Group who confirmed that a new version would come back to the next Personnel Committee.

5. Town Clerk's probation

It was resolved that: The Town Clerk successfully passed their probation.

6. Exclusion of press and public

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted.

No members of the public were present.

7. Staffing Matters - CONFIDENTIAL

Reported separately.

8 The meeting closed at 20:05.