



Battle Town Council



**Minutes of the PERSONNEL SUB-COMMITTEE meeting
held on TUESDAY, 13th JULY 2021 at 4pm
in the Ceremonies Room, Battle Cemetery, Marley Lane, Battle**

Present: Cllrs V Cook (Chairman), G Favell and H Sharman

In Attendance: Carol Harris (Town Clerk)

- 1 **Apologies for absence** – None.
- 2 **Disclosure of interest** – None.
- 3 **Minutes of the meeting held on 24th November 2020** were agreed by Cllr Favell and duly signed by Cllr Cook. It was noted that only Cllr Favell was a Member of the sub Committee at this meeting.

4 Resignation of Deputy Town Clerk / Town Development Officer

The Clerk was asked to pass on the Council's gratitude for the work carried out by Ms Boarer over the past six months during a very challenging period.

Following discussion, **Members agreed to recommend to an additional meeting of the Finance & General Purposes Committee that recruitment of a proficient Deputy Town Clerk, for 30 hours per week at a salary spine point between SCP grade 18 and 23 (£24,982 and £27,741 pro rata) depending on experience and subject to review, should be progressed following the timetable as attached.**

The Clerk was asked to confirm these rates fall within the East Sussex Association of Local Councils recommendation.

5 Matters to note / future agenda items

- 6 **Date of next meeting: to be agreed, prior to the September meeting of F&GP.**

There being no further business, the meeting closed at 4.30pm

**CLLR V COOK
CHAIRMAN**