



Battle Town Council



**Minutes of the PERSONNEL SUB-COMMITTEE meeting
held on TUESDAY, 8th FEBRUARY 2022 at 6.30pm
in The Almonry, High Street, 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 23rd November 2021** were agreed unanimously and duly signed by Cllr Cook.
- 4 **Appointment of cleaner**
Three candidates had been interviewed. Whilst all applicants presented well for the role, Members agreed to recommend to Full Council that the position be offered to Colin Oliver, subject to references with a six month probation period on terms previously agreed.
- 5 **Town Clerk**
Following examination of the Clerk's appraisal, it was agreed that her overall work exceeds expectation and recommend to the Finance & General Purposes Committee that she should receive one salary point increase for this and a further one point increase in acknowledgement of the skills and knowledge obtained throughout the Almonry project which will be valuable in the future. Additionally, when the Almonry project is complete and open to public use, the Finance & General Purpose Committee is recommended to award a bonus of £1,000 to the Clerk from the Additional staff hours Ear Marked Reserve (385).
- 6 **Deputy Town Clerk**
The Clerk had circulated the half point probation review to Members. It was noted that there had been some disruption to training due to the work required on IT and website matters following the move back to the Almonry.
- 7 **Matters to note / future agenda items** – None.
- 8 **Date of next meeting:** to be determined

There being no further business, the meeting closed at 7pm.

**CLLR V COOK
CHAIRMAN**