

**Polegate Town Council, Council Office, 49 High Street,
Polegate BN26 6AL**

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20th April 2026

Notice is hereby given of a meeting of the **Personnel Committee Meeting** to be held on **8th May 2026 at 10:00am at Council chambers, 49 High Street, Polegate BN26 6AL**

The press and public have a right and are welcome to attend but are reminded that they must remain silent when the meeting is in progress in accordance with the Public Bodies (Admissions to Meetings) Act 1960. Comments or questions from members of the public on matters on the agenda will be received at the beginning of the meeting. The time allowed is a maximum of 2 minutes per speaker (this can be extended, if appropriate, and at the Chairman's discretion). The press and public are advised to wait until the resolution to exclude the press, and public has been proposed and voted upon before withdrawing. There is a stairlift available to get to the first floor where the chambers is.

AGENDA

Item 1: Opportunity for Public Comment on items on the agenda

Item 2: Apologies for absence

To receive any apologies for absence

Item 3: To receive any Declarations of Interest in respects of items on the agenda

Item 4: Minutes of the meetings dated 31st October 2025 and 19th December 2025

To resolve that the minutes of the last meeting as circulated on the agenda be confirmed as a correct record and signed by the chair.

Item 5: Confidential

Personnel Committee to consider pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 whether the public and press should be excluded from the meeting on the grounds that publicity would be prejudicial to

the public interest by reasons of the confidential nature of the business to be transacted. (Discussion of Staff Matters)

Item 6: Staff matters