

NOTICE IS GIVEN OF an Extra Ordinary meeting of the STAFFING COMMITTEE to be held at the Fleur-De-Lys Meeting Room, Market Street, Hailsham, BN27 2AE on

Thursday 20th August 2026 at 7.00pm

STAFFING COMMITTEE AGENDA

1. Public Forum

A period of not more than 15 minutes for matters relevant to the responsibilities of this committee, at the discretion of the Chair.

2. Apologies for Absence

To receive apologies for absence of appointed members.

3. Declarations of Interest

To receive notice of declarations of personal or prejudicial interests in respect of items on this agenda

4. Minutes of Previous Meeting

To resolve that the minutes of the previous meeting held on 9th July 2026, are an accurate record and may be signed by the Chair.

- 4.1** To receive an update about progress of resolutions from the last Committee meeting not covered by this agenda.

5. Finance Report

To note the finance report

6. Corporate Services Manager Person Specification

To consider a request to include the Certificate in Local Council Administration (CILCA) qualification as “essential” rather than “desirable” in the Person Specification of CSM

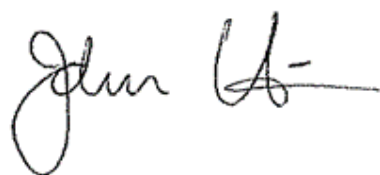
7. Grants

Update on grants progress

8. Confidential Business

To resolve that the next agenda items are conducted under confidential business as they concern: engagement, terms of service and the beginning of legal proceedings - in accordance with the Council’s Standing Order No 1E.

9. **Finance Staffing matters**
To consider current contracts
10. **To consider the creation of a new post of "Operations Officer"**
To consider the proposal and job description
11. **Grants Officer Post**
To discuss and consider the Post
12. **Amenities Officer new post**
To consider a change to the job title of the new post to reflect the job description
14. **Post Office Staffing Matters**
Update



John Harrison, Town Clerk
14th August 2026

Committee Membership: Cllrs

Gavin Blake-Coggins
Mickey Caira
Barry Carpenter
Barbara Holbrook
Colin Mitchell
Karen Nicholls (Chair)
Anne Marie Ricketts (Deputy Chair)
Doina Rusu