Hailsham
TOWN COUNCIL

Hailsham Town Council
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Town Clerk: John Harrison

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

Thursday 12th November 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 8th October 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. **Staffing Finance Report**
   To note the recommendation of the RFO

6. **Budget Report**
   To discuss the proposed budget for the Staffing Committee

7. **Corporate Services Manager Job Description**
   To consider updates, additions and changes to the current job description

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 Requirements**

To note the recommendation by the RFO

10. **Office Staffing Matters**
To discuss an ex-gratia request

11. **Corporate Services Co-ordinator / Operations Officer**
To discuss a breakdown of costings for the two new roles

12. **Post Office Staffing Matters**
    i) Update on post office matters
    ii) Update on fact finding

Karen Nicholls

Cllr Karen Nicholls (Chair of Staffing Committee)
6th November 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