



SANDOWN TOWN COUNCIL

## **SANDOWN TOWN COUNCIL – HUMAN RESOURCES COMMITTEE AGENDA – 16 JUNE 2025**

You are hereby summoned to a Meeting of Sandown Town Council Human Resources Committee to be held on **MONDAY, 16 JUNE 2025** at Main Hall, the Broadway Centre, 1 Broadway, Sandown, Isle of Wight PO36 9GG at **6:00 pm** for the transaction of the business set out in the agenda below:

Town Clerk: Jennifer Armstrong

Dated: 9 June 2025

### **PUBLIC ACCESS**

Attendees are asked, if unwell not to attend the meeting as other attendees could be vulnerable.

### **MEMBERS**

Cllrs Alex Lightfoot (Chair), Lee Ambler, Debbie Andre

### **OFFICERS**

Jennifer Armstrong (Clerk), Lorraine Elliss (Deputy Clerk)

## **AGENDA**

### **PUBLIC QUESTION TIME**

15 minutes are available for Members' of the public, at the invitation of the Chairman, to speak once on issues relating to the Agenda no longer than 3 minutes. If more than one person wishes to speak on the same topic, they should nominate one person to speak on their behalf. Any questions asked shall not require a response or debate. The Chairman has the right to decide if a question or statement is inappropriate & will not be accepted. All persons present will act respectfully towards every other person present or they will be excluded. Members of the public are respectfully asked to remain silent on commencement of the meeting & throughout.

#### **1. APOLOGIES**

To receive any apologies for absence

#### **2. DECLARATIONS OF INTERESTS**

1. To receive any declarations of pecuniary and non -pecuniary interests
2. To receive and consider granting any written requests for dispensations.

#### **3. MINUTES OF THE LAST MEETING**

To approve the minutes of the meeting held on 12 November 2024 (Paper A)

**4. EXCLUSION OF PUBLIC AND PRESS**

To consider passing a resolution that under the Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, namely Agenda items 5 and 6 on the grounds that there is likely to be disclosure of exempt information as defined in paragraph(s) 1 - 3 of Part 1 of Schedule 12A of the Act and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information

**5. RECRUITMENT OF ADMINISTRATION ASSISTANT**

To consider the Administration Assistant recruitment process (Paper B – Confidential)

**6. RECRUITMENT OF FACILITIES OFFICER**

To consider the Facilities Officer recruitment process (Paper C – Confidential)