

HONITON TOWN COUNCIL

**Minutes of the Meeting of the Human Resources Committee Meeting held at the
Town Council Offices, The Beehive, Dowell street, Honiton on Monday 7th
January 2019 at 7.00 pm**

Present

St Michael's Ward

Cllr S Edwards (Chair)

Cllr P Carrigan

St Paul's Ward

Cllr H Brown

Cllr D Sheridan-Shaw

Cllr R Coombs

In attendance

Mark Tredwin, Honiton Town Clerk

Heloise Marlow, Deputy Clerk

Cllr J Zarczynski

Cllr J McNally

PART A

HRC19/1 To elect a Chair of the Human Resources Committee

Cllr Brown proposed Cllr Edwards and this was seconded by Cllr Sheridan-Shaw.

Cllr Carrigan proposed Cllr Sheridan-Shaw and this was seconded by Cllr Edwards.

After a 3:2 vote Cllr Edwards was elected Chair.

HRC 19/2 To elect a Vice-Chair of the Human Resources Committee

Cllr Brown proposed Cllr Sheridan-Shaw and this was seconded by Cllr Edwards.

There were no other nominations. A vote of confirmation was taken and Cllr Sheridan-Shaw was elected unanimously as Vice-Chair.

HRC 19/3 To receive apologies for absence

None were received.

HRC 19/4 To receive declarations of interest

No pecuniary interests were declared.

HRC 19/5 To note the grant of dispensations made by the Town Clerk in relation to the business of this meeting.

None were made.

Signed Chair

HRC 19/6 Public question time on items on the agenda

There were no members of the public.

The meeting went into confidential session at 7.05 p.m.

PART B

HRC 19/7 To consider the employment of a market and general council assistant

It was agreed to recommend to Full Council to approve that officers appoint someone to assist with the running of the market and who can carry out general maintenance work on behalf of the council for an initial 6-month contract.

This was Proposed by Cllr Edwards, seconded by Cllr Carrigan and unanimously agreed.

HRC 19/8 To consider the role of the Town Development Manager

It was agreed to recommend to Full Council that the Market Manager's role be changed to that of Town Development Manager in line with the outline job description provided to members.

This was proposed by Cllr Brown, seconded by Cllr Edwards and unanimously agreed

HRC 19/9 To review the Town Clerk's probationary period

It was agreed to recommend to Full Council that the Town Clerk's permanent appointment should be confirmed.

This was proposed by Cllr Brown and seconded by Cllr Sheridan-Shaw. The recommendation was carried by 2 votes for, 1 against and with 2 abstentions.

HRC 19/10 To review council staff's remuneration for financial year 2019-2020

It was agreed to recommend to Full Council that the pay increases outlined in the report as per the national pay awards be accepted and to agree to the progression through the pay spines for those staff entitled to move up.

This was proposed by Cllr Sheridan-Shaw, seconded by Cllr Carrigan and unanimously agreed

HRC 19/11 The meeting was closed at 8-30pm.