

**Minutes of the Human Resources Committee Meeting of the Town Council on
Monday 25th March 2024 at 6.00pm**

Present

St Michael's Ward

St Paul's Ward

Cllr McCollum

Cllr S Sexton

Cllr Pearsall

In attendance

Town Clerk

1no. member of public

23/32/HR **Election of the Chairman of HR Committee
Committee RESOLVED to elect Cllr McCollum as Chairman for the
remainder of the year 2023/24.**

Proposed by Cllr S Sexton and seconded by Cllr Pearsall

For: 3, Against 0, Abstention, 0

23/33/HR **Election of Deputy Chairman of HR Committee
Committee RESOLVED to elect Cllr S Sexton as Deputy Chairman
for the remainder of the year 2023/24.**

Proposed by Cllr McCollum and seconded by Cllr Pearsall

For: 3, Against 0, Abstention, 0

23/34/HR **Apologies for absence**
Apologies were received from Cllr Ingham.

23/35/HR **Declarations of Interests**
None

23/36/HR **Dispensations**
None

23/37/HR **Public Question Time for items on the agenda**
There were no public questions.

23/38/HR **Minutes of the HR Committee held on 27th November 2023
Committee RESOLVED to approve for accuracy the minutes of the
HR Committee Meeting held on 27th November 2023, as amended
to include Cllr S Sexton's Declaration of Pecuniary Interest and
Dispensation relative to Minute 23/30/HR.**

Proposed by Cllr McCollum and seconded by Cllr S Sexton

For: 2, Against 0, Abstention, 1

23/39/HR **Exempt Business**

Committee RESOLVED that item 23/42/HR be taken as Exempt Business.

Proposed by Cllr S Sexton and seconded by Cllr Pearsall
For: 3, Against 0, Abstention, 0

**23/40/HR Recruitment of Town Clerk's Assistant
Committee RESOLVED to approve recruitment for a Town Clerk's Assistant.**

Proposed by Cllr S Sexton and seconded by Cllr Pearsall
For: 3, Against 0, Abstention, 0

**23/41/HR Human Resources Policies
Further to Full Council Decision (23/94, 10 July 2023) Committee RESOLVED to refer comments on the draft HR policies to Worknest and then annual Full Council May 2024 for its approval.**

Proposed by Cllr McCollum and seconded by Cllr S Sexton
For: 3, Against 0, Abstention, 0

The meeting went into Exempt business.

**23/42/HR Staff Retirement
Committee RESOLVED payment of Gratuity to Town Clerk's Assistant (Carolyn Bowles) upon retirement.**

Proposed by Cllr McCollum and seconded by Cllr S Sexton
For: 3, Against 0, Abstention, 0

**22/43/HR To close the meeting
The meeting was closed at 18.40**