



# ST AGNES PARISH COUNCIL

Parish Clerk: Lee Dunkley BA (Hons), MPhil, FSLCC  
Parish Rooms, 17 Vicarage Road  
St Agnes, Cornwall  
TR5 0TL

01872 553801

[clerk@stagnes-pc.gov.uk](mailto:clerk@stagnes-pc.gov.uk)  
[www.stagnes-pc.gov.uk](http://www.stagnes-pc.gov.uk)

## Human Resources Committee meeting – 21<sup>st</sup> July 2021

Minutes of the meeting as above, held in the Parish Rooms, 17 Vicarage Rd, S. Agnes, 09:00.

**Present:** Cllrs Clark (Chair), Slater (Vice Chair), Ripper, Rodda.

**Absent:** Cllr Bunt, Roberts, Sanders.

**In attendance:** L Dunkley, Parish Clerk. E Goater, Environment & Property Manager.

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Cllr Clark welcomed everyone to the first meeting of the new Council year.

### H1/21 Election of Chair

**ELECTED** Cllr Clark as the Chair of the Committee for 2021/22. Cllrs Slater/Rodda. Unanimous.

### H2/21 Election of Vice Chair

**ELECTED** Cllr Slater as the Vice Chair of the Committee for 2021/22. Cllrs Clark/Ripper. Unanimous.

### H3/21 Apologies for absence.

**RECEIVED** from Cllrs Bunt, Roberts.

### H4/20 Declarations of Interest/Requests for Dispensation. None.

### H5/20 Approval of the minutes of the meeting of 31<sup>st</sup> March 2021.

**RESOLVED** that the [Minutes](#) of the Meeting of the HR Committee as above having been previously circulated, be taken as read, approved and signed. Cllrs Ripper/Clark. 3 voted in favour, 1 abstained: Cllr Rodda.

### H6/21 Revised phased re-opening plan: Office

**RECEIVED** as above and **RESOLVED** to adopt a revised [phased re-opening plan](#). Cllrs Ripper/Rodda. Unanimous.

### H7/21 Update on training for new staff member

**RECEIVED** as above. Progress has been made with online Health and Safety training, CALC training and Emily has registered for the Introduction to Local Council Administration (ILCA via SLCC). Thanks were given to Emily for her enthusiasm and involvement in various projects and meeting with partners.

### H8/21 Suggested items for next agenda.

**NOTED:** Update from Environment & Property manager on role, workload, priorities etc.

### H9/21 Public Bodies (Admissions to Meetings) Act 1960

**RESOLVED** that in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussion for the following item: Staffing. Cllrs Slater/Rodda. Unanimous.

### H10/21 Matters arising from the minutes. None.

*\*E Goater left the meeting*

Signed:  
Date:

**H11/21 Environment and Property Manager Contract of Employment**

**CONSIDERED** contents of the above and **RESOLVED** to offer to E Goater. Cllrs Clark/Ripper. Unanimous.

The meeting closed at 09:20.

Signed:  
Date: