



# ST AGNES PARISH COUNCIL

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## Human Resources Committee meeting – 7<sup>th</sup> December 2021

Minutes of the meeting as above, held in the Parish Rooms, 17 Vicarage Rd, S. Agnes, 09:45.

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

**Absent:** Cllrs Roberts.

**In attendance:** L Dunkley, Parish Clerk.

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### H32/21 Apologies for absence.

**RECEIVED** from Cllrs Roberts.

### H33/21 Declarations of Interest/Requests for Dispensation. None.

### H34 Approval of the minutes of the meeting of 16<sup>th</sup> November 2021.

**RESOLVED** that the [Minutes](#) of the Meeting of the Human Resources Committee as above having been previously circulated, be taken as read, approved and signed. Cllrs Ripper/Rodda. 5 in favour, 1 abstained: Cllr Woolcott.

### H35/21 Suggested items for next agenda. None.

### H36/21 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 Rodda/Ripper. Unanimous.

### H37/21 Matters arising from the minutes.

H27/21 – a budget line has been added for apprenticeship costs in 2022/23 draft budget.

H31/21 – there has been significant interest and a number of applications submitted for the library vacancy.

### H38/21 Resignation: L Cox

**RECEIVED** as above. Reviewed end of contract matters, including annual leave discrepancies. **RESOLVED** to waive any deduction due to extraordinary mitigating circumstances which cannot be detailed in the minutes due to confidentiality. Cllrs Slater/Rodda. Unanimous. **RESOLVED** to agree the content of the recruitment documents, advertising methods and the recruitment process (shortlisting open to all HR members on 10<sup>th</sup> January – interviews on 19<sup>th</sup> January: panel of Cllrs Clark and Slater, and the E&P Manager). **Officers to pursue.**

The meeting closed at 10:45.

Signed:

Date: