

Minutes of the HR Committee Meeting held at Braywood Memorial Hall on 22 July 2025 at 5:30 pm

Present: Cllr K Elvin, Cllr J Glover (Chairman), Cllr J Korczak, Cllr M Parkinson, Cllr M Pierce and Cllr D Wilson.

HR 021/2025 Chairman's request

The Chairman requested that all mobile devices are switched to silent for the duration of the meeting. A reminder to all in attendance of the fire safety regulations for the venue of the meeting.

HR 022/2025 Apologies for absence, declarations of Interest and Dispensations

There were no apologies or Dispensations received.

HR 023/2025 To approve the minutes of the meeting held on 30 May 2025

The minutes of the meeting held on 30 May 2025 were approved as an accurate record of the meeting and signed as such by the Chairman.

HR 024/2025 Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the public

The meeting RESOLVED that the public should be excluded from the remainder of the meeting by reason of the confidential nature of the business to be transacted i.e. staffing matters. There being no members of the public present, the meeting continued without adjournment.

HR 025/2025 Clerks/RFO Vacant Position

Members received an update from the Chair and agreed to the recruitment pack for the Clerk/RFO.

HR 037/2025 Locum Clerks Update Report

Members received a verbal update on staffing matters.

HR 038/2025 Deputy Clerk

Members considered and agreed to an extension of the fixed term contract of the Deputy Clerk until 31 December 2025.

HR 038/2025 Date of the next meeting

To be called as necessary.

The meeting closed at 6.45 pm