CHARD TOWN COUNCIL

The Guildhall, Fore Street, Chard, Somerset TA20 1PP
01460 239567 www.chard.gov.uk
Mayor: Garry Shortland Town Clerk: Gareth Hughes

HR COMMITTEE

Minutes of the Human Resources Committee meeting held on Tuesday 7th November 2023 commencing at 7:00pm in the Guildhall, Fore Street, Chard TA20 1PP.

PRESENT: Cllr Bates (Chair), Cllr Bulmer, Cllr Eggins, Cllr A Kenton, Cllr G Shortland

ALSO PRESENT:
Gareth Hughes, Town Clerk,

Public Participation Time
No members of the public were present.

2023/12 APOLOGIES FOR ABSENCE
Apologies were received and accepted from: Cllr Watson, Cllr Crook And Cllr Hasan (personal)

2023/13 DECLARATIONS OF INTEREST
There were no Declarations of Interest made.

2023/14 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC
Proposed: Cllr Bulmer Seconded: Cllr: Eggins
Unanimous

RESOLVED that as certain items were expected to include the consideration of exempt information the Human Resources & Personnel Committee agreed that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

2023/15 COMMITTEE MEETING MINUTES

Proposed: Cllr Bulmer Seconded: Cllr Eggins
2 Agree 1 Abstain

RESOLVED that the minutes of the HR Committee meeting held on Tuesday 4th July 2023 be agreed and signed as a correct record.

2023 /16 CONFIENDTIAL MATTERS

In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 2023/03 above refers)

The Town Clerk was asked to leave the room for section a) at 7.05pm

a) Probation

To refer the probation period to full council

b) STAFF REPORT

Committee noted the report and considered the recommendations as presented in Section 2.

Councillors Agreed to all the points in the Clerks report

Proposed Cllr Bulmer Seconded Cllr Eggins

Unanimous

Cllr Bulmer left at 7.15 pm and the Town Clerk Was asked back into the room

Additional staffing matter

Proposal to Increase by 4 hours the number of hours worked per week for a staff member and adjust their contact accordingly

Proposed Cllr Eggins Seconded Cllr Shortland

Unanimous

2023/17 DATE OF NEXT MEETING

Committee noted that the next HR Committee meeting would be held on Tuesday 5th March 2024 commencing at 7.00pm.

There being no other business the Chair thanked Members for their attendance and closed the meeting at 7.24pm.

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CHAIR: **DATE**