



Newmarket

T O W N C O U N C I L

Minutes of a Meeting of the Human Resources Committee
Held on Monday 10th June 2019 at 7:15pm at the Memorial Hall Newmarket

Attendance:

Councillor R Hood (Chairman)
Councillor S Caesar
Councillor J De'Ath

Councillor A Drummond
Councillor T Kerby
Councillor K Lindsay

Also Present: Roberta Bennett – TCM.

	Minute	Action by
H/19/06/1	<p><u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u></p> <p>The Chairman opened the meeting and read out the Fire Safety Notice and announced that proceedings may be filmed or recorded.</p>	
H/19/06/2	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>Apologies were received from Cllrs Cooke and Lay.</p>	
H/19/06/3	<p><u>DECLARATION OF MEMBER'S INTERESTS AND TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBER'S DISPENSATION</u></p> <p>None noted.</p>	
H/19/06/4	<p><u>TO RECEIVE AND CONFIRM FOR ACCURACY THE MINUTES OF THE MEETING HELD ON MONDAY 8TH APRIL 2019 AND ANY MATTERS ARISING</u></p> <p>Members received the minutes of the Human Resources Committee Meeting held on Monday 8th April 2019 and the following was agreed:</p> <p><u>H/19/06/4.01 Resolved</u></p> <p>That the minutes of the Human Resources Committee meeting held on Monday 8th April 2019 be adopted and would be signed as a true record by the Chairman of the Human Resources Committee after the meeting.</p> <p>There were no matters arising.</p>	
H/19/06/5	<p><u>PUBLIC PARTICIPATION AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION. NO RESOLUTIONS CAN BE MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS TO BE BROUGHT TO THEIR ATTENTION</u></p> <p>None noted.</p>	
H/19/06/6	<p><u>TO REVIEW THE TERMS OF REFERENCE OF THE HR</u></p>	

COMMITTEE

The Terms of Reference were reviewed and the following was agreed:

H/19/06/6.01 Recommendation

That the Terms of Reference of the Human Resources Committee be adopted.

H/19/06/7 TO RECEIVE THE FINANCIAL ACCOUNTS FOR HUMAN RESOURCES

The HR accounts for May 2019 were received and noted.

H/19/06/8 EXCLUSION OF THE PRESS & PUBLIC

With the vote being unanimous, it was:

H/19/06/8.01 Resolved

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

H/19/06/9 *TO RECEIVE AN UPDATE ON CURRENT STAFF AND VACANCIES AND CONSIDER AY ISSUES*****

TCM gave an update on staff training. The events manager had been able to include Newmarket Nights as part of her Health and Safety training. The TCM had attended prevent training relating to county lines and child exploitation. An issue was reported to the Committee and the detail would be kept in a confidential minute in the HR file.

H/19/06/10 DATE OF NEXT MEETING

Monday 8th July 2019 at the Memorial Hall.

H/19/06/11 ITEMS FOR INCLUSION ON NEXT AGENDA

None noted

Meeting closed at pm

Signed _____ Date _____