



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Human Resources Committee **Held on Monday 9th May 2022 at 7:35pm**

Attendance:

Councillor K Yarrow (Chairman)
Councillor A Drummond
Councillor D Hall
Councillor R Hood

Councillor P Hulbert
Councillor M Jefferys
Councillor C O'Neill
Councillor P Winter

Also present: C Whitaker – Town Clerk and J Ashton – Minute Assistant.

Minute

- H/22/05/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded**
The notice was not required.
- H/22/05/2 Apologies for Absence**
None noted.
- H/22/05/3 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**
None noted. There were no requests for dispensations.
- H/22/05/4 To Receive and Confirm for Accuracy the Minutes of the Human Resources Meeting Held on Monday 14th February 2022 and Any Matters Arising**
Members received the minutes of the Human Resources Committee Meeting held on Monday 14th February 2022 and the following was agreed:
- H/22/05/4.01 Resolved**
That the minutes of the Human Resources Committee meeting held on Monday 14th February 2022 be adopted and would be signed as a true record by the Chairman of the Human Resources Committee after the meeting.
- There were no matters arising.
- H/22/05/5 Public Open Session**
No members of the public were present.
- H/22/05/6 To Receive the Accounts**
The accounts for April 2022 were noted.
- H/22/05/7 Items for Inclusion on Next Agenda**
None noted.

H/22/05/8 Date of Next Meeting
Monday 17th October 2022.

H/22/05/9 Exclusion of the Press & Public
With the vote being unanimous, it was:

H/22/05/09.01 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/22/05/10 *Staff Update*****
Town Clerk gave an update on the current staffing and reported that her appraisal had been completed and that she was organising appraisals for staff. She also reported that a grievance had been lodged and this is being investigated with support from the Town Council's employment consultants, Work Nest (formerly Ellis Witham). The NTC Grievance Policy will be applied to the letter.

Meeting closed at 7:40pm

Signed by the Chairman Date 20th June 2022

Summary of Recommendations

Recommendation	Recommendation Wording
<u>There were no recommendations</u>	