



Newmarket

TOWN COUNCIL

Minutes of the Meeting of the Human Resources Committee

Held on Monday 22nd May 2023 at 7:30pm

Attendance:

Councillor K Yarrow (Chair)
Councillor A Drummond
Councillor J Harvey
Councillor R Hood

Councillor J Jarvis (from 7.50pm)
Councillor E Kavanagh
Councillor R Nobbs
Councillor P Winter

Also present: C Whitaker – Town Clerk.

Minute

H/23/05/1 To Elect a Chairman

Cllr Harvey nominated Cllr Yarrow. There were no other nominations and a vote was taken. The following was agreed:

H/23/05/1.01 Resolved

That Cllr Yarrow be elected as the Chairman of the Human Resources Committee for 2023/2024 Municipal Year.

H/23/05/2 To Elect a Vice Chairman

Cllr Winter nominated Cllr Harvey. There were no other nominations and a vote was taken. The following was agreed:

H/23/05/2.01 Resolved

That Cllr Harvey be elected as the Vice Chairman of the Human Resources Committee for 2023/2024 Municipal Year.

H/23/05/3 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Fire Notice was not required.

H/23/05/4 Apologies for Absence

None received.

H/23/05/5 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/23/05/6 To Receive and Confirm for Accuracy the Minutes of the Extraordinary Human Resources Meeting Held on Tuesday 2nd May 2023 and Any Matters Arising

Members received the minutes of the Extraordinary Human Resources Committee Meeting held on Tuesday 2nd May 2023 and the following was agreed:

H/23/05/6.01 Resolved

That the minutes of the Extraordinary Human Resources Committee meeting held on Tuesday 2nd May 2023 be adopted and be signed as a correct record by the Chairman of the Human Resources Committee.

There were no matters arising.

H/23/05/7 Public Open Session

No members of the public were present.

H/23/05/8 Exclusion of the Press & Public With the vote being unanimous, it was:

H/23/05/08.01 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.

The Town Clerk left the meeting.

H/23/05/9 HR Update

A confidential report on the recruitment of an Events Manager was considered and the following was agreed:

H/23/05/9.01 Recommended

To proceed to advertise the Events Manager from the existing base salary scale, negotiable upon experience.

Date of Next Meeting

Monday 16th October 2023 or sooner if required.

Meeting closed at 8.05pm

Signed: By the Chairman

Date: Monday 22nd May 2023

Summary of Recommendations

Recommendation	Recommendation Wording
<u>H/23/05/9.01 Recommendation</u>	To proceed to advertise the Events Manager from the existing base salary scale, negotiable upon experience.