



# Newmarket

## TOWN COUNCIL

### **Minutes of the Meeting of the Extraordinary Human Resources Committee**

**Held on Monday 8<sup>th</sup> January 2024 at 7:30pm**

#### **Attendance:**

Councillor K Yarrow (Chair)

Councillor J Harvey

Councillor J Jarvis

Councillor E Kavanagh

Councillor R Nobbs

Councillor P Winter

Also present: C Whitaker – Town Clerk.

#### **Minute**

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**H/24/01/1     Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded**

The Fire Notice was not required.

**H/24/01/2     Apologies for Absence**

Apologies were received from Cllrs Berry, Drummond, and Hood.

**H/24/01/3     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/24/01/4     To Receive and Confirm for Accuracy the Minutes of the Extraordinary Human Resources Meeting Held on Monday 18<sup>th</sup> December 2023 and Any Matters Arising**

Members received the minutes of the Extraordinary Human Resources Committee Meeting held on Monday 18<sup>th</sup> December 2023 and the following amendment was made:

Page 2 - H/23/12/.02 Recommendation – was changed to read “to return to Human Resources Committee” and not full Council.

Subject to the amendment being made, the following was agreed:

**H/24/01/4.01 Resolved**

**That the minutes of the Extraordinary Human Resources Committee meeting held on Monday 18<sup>th</sup> December 2023 be adopted and be signed as a correct record by the Chairman of the Human Resources Committee.**

There were no matters arising.

**H/24/01/5     Public Open Session**

No members of the public were present.

**H/24/01/6     Exclusion of the Press & Public With the vote being unanimous, it was:**

**H/24/01/6.01 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/24/01/7      Staff Update**

Confidential staffing matters were discussed with a report being received from the delegated HR Panel and the following was agreed:

**H/24/01/7.01 Resolved**

**That a member of staff's contract be terminated with immediate effect.**

**H/24/01/7.02 Resolved**

**That a staff matter be further considered by the HR Panel and returned to an Extra-Ordinary HR Committee meeting on 15/01/2023 following the Performance & Audit Committee meeting.**

**H/24/01/8      Date of Next Meeting**

Monday 15<sup>th</sup> January 2024

Meeting closed at 7:50pm

Signed: By the Chairman

Date: Monday 8<sup>th</sup> January 2024

**Summary of Recommendations**

| <b>Recommendation</b>                     | <b>Recommendation Wording</b>                                                                                                                                                                  |
|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>H/24/01/7.01 Recommendation</u></b> | <b>That a member of staff's contract be terminated with immediate effect.</b>                                                                                                                  |
| <b><u>H/24/01/7.02 Recommendation</u></b> | <b>That a staff matter be further considered by the HR Panel and returned to an Extra-Ordinary HR Committee meeting on 15/01/2023 following the Performance &amp; Audit Committee meeting.</b> |