



Newmarket

TOWN COUNCIL

Minutes of the Meeting of the Extraordinary Human Resources Committee **Held on Monday 12th January 2026 at 7:30pm**

Attendance:

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

Councillor P Hulbert
Councillor J Jarvis
Councillor J McHugh
Councillor P Winter

Also present: C Whitaker – Town Clerk. 1 member of the public.

Minute

H/26/01/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Fire Notice was not required, and proceedings were not being recorded.

H/26/01/2 Apologies for Absence

No apologies received. Cllr Berry was absent.

H/26/01/3 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/26/01/4 To Receive and Confirm for Accuracy the Minutes of the Extraordinary Human Resources Meeting Held on Monday 20th October 2025 and Any Matters Arising

Members received the minutes of the Human Resources Committee Meeting held on Monday 20th October 2025 and Cllr Yarrow made a proposal seconded by Cllr Drummond. A vote was taken which was unanimous and the following was agreed:

H/26/01/4.01 Resolved

That the minutes of the Human Resources Committee meeting held on Monday 20th October 2025 be adopted and be signed as a correct record by the Chair of the Human Resources Committee.

There were no matters arising.

H/26/01/5 Public Open Session

No members of the public were present.

A member of the public left the meeting at 7.35pm.

H/26/01/6 Exclusion of the Press & Public With the vote being unanimous, it was:

H/26/01/6.01 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.
Cllr Yarrow proposed and Cllr Hood seconded, with a unanimous vote.

H/26/01/7 Staff Update

A staff update was given and the following was agreed:

H/26/01/7.01 Resolved

That a redundancy consultation period begin.

H/26/01/7.02 Resolved

That a contract increase in hours for a staff member be approved from January 2026.

H/26/01/7.03 Resolved

That an increase in NJC SCP of two points be awarded to two members of staff in April 2026.

H/26/01/8 Date of Next Meeting

June 2026 date to be confirmed, or earlier if required.

Meeting closed at 7.55pm

Signed __Cllr Yarrow_____ Date __18th May 2026_____

Summary of Recommendations

Recommendation	Recommendation Wording
<u>H/26/01/4.01 Resolved</u>	That the minutes of the Human Resources Committee meeting held on Monday 20th October 2025 be adopted and be signed as a correct record by the Chairman of the Human Resources Committee.
<u>H/26/01/6.01 Resolved</u>	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.
<u>H/26/01/7.01 Resolved</u>	That a redundancy consultation period begin.
<u>H/26/01/7.02 Resolved</u>	That a contract increase in hours for a staff member be approved from January 2026.
<u>H/26/01/7.03 Resolved</u>	That an increase in NJC SCP of two points be awarded to two members of staff in April 2026.