



ST AGNES PARISH COUNCIL

Parish Clerk: Lee Dunkley BA (Hons), MPhil, FSLCC
Parish Rooms, 17 Vicarage Road
St Agnes, Cornwall
TR5 0TL

01872 553801

clerk@stagnes-pc.gov.uk

www.stagnes-pc.gov.uk

Human Resources Committee meeting – 21st June 2022

Minutes of the meeting as above, held in the Parish Rooms, 17 Vicarage Rd, St Agnes, 13:30.

Present: Cllrs Clark (Chair), Ripper, Rodda, Slater, Woolcott.

Absent: Cllr D Brown, Caddy.

In attendance: L Dunkley, Parish Clerk; E Goater, Environment & Property Manager.

H1/22 Election of Chair for 2022/23

ELECTED Cllr Clark as the Chair of the Committee.

H2/22 Election of Vice Chair for 2022/23

ELECTED Cllr Woolcott as the Vice Chair of the Committee.

H3/22 Apologies for absence.

RECEIVED from Cllr D Brown, Caddy.

H4/22 Declarations of Interest/Requests for Dispensation. None.

H5/22 Approval of the minutes of the meeting of 24th March 2022.

RESOLVED that the [Minutes](#) of the Meeting of the Human Resources Committee as above having been previously circulated, be taken as read, approved and signed. Cllrs Rodda/Ripper. 4 in favour, 1 abstained: Cllrs Slater.

H6/22 Update: Training evening for all Councillors – 27th June

RECEIVED a verbal update as above.

H7/22 Suggested items for next agenda.

NOTED: Any staffing matters arising.

H8/22 Public Bodies (Admissions to Meetings) Act 1960

RESOLVED that in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussion for the following item: Staffing. Cllrs Slater/Ripper. Unanimous.

H9/22 Matters arising from the minutes. None.

H10/22 Pay review consideration

CONSIDERED the suitability of a pay review for staff following sharp cost of living rises; and a request from the Assistant Handyperson to review following change of regular tasks. **RESOLVED** to set up a working group to investigate. Cllrs Rodda/Ripper. Unanimous. **Clerk to convene with a view to a recommendation going to Full Council in July 2022.**

H11/22 Facilities Operative resignation/vacancy

RECEIVED an update as above and the resignation of A Kalber. **RESOLVED** to recommend to Full Council to conjoin a Facilities Operative and third Assistant Handyperson role and recruit for the position. Cllrs Clark/Ripper. Unanimous. **Clerk and E&P Manager to draw up job details documents for Full Council.**

Signed:

Date:

H12/22 Personal matter for member of staff impacting on work availability

NOTED a matter as above. **CONSIDERED** the Council's support as an employer and acknowledged the need for flexible working for the foreseeable future for the Clerk.

The meeting closed at 15:05.

Signed:
Date: