

The HR Committee



NOTICE OF MEETING:

The next **HR Committee Meeting** will be held on
Tuesday 2nd March 2021 at 11:00am via Zoom.

Chairman: Mrs E. Stewart

Membership: Councillors; Mr P. Lock, Mr T. Watts, Mr T Carty & Mr A. Fletcher.

To all Members of Milborne Port Parish Council HR Committee, you are hereby summoned to attend the above meeting, to resolve on the business as outlined below:

Signed:

A handwritten signature in black ink, appearing to read "S Pritchard", written over a horizontal line.

Mr Simon Pritchard

Parish Clerk & Responsible Finance Officer - Milborne Port Parish Council

Zoom: <https://zoom.us/> Meeting ID: 874 3483 9908 Passcode: 869788

Public Question and Comment Time:

Before the start of the formal meeting the Public are given the opportunity to ask questions or pass comment. Once the formal meeting has started the Public are reminded that they have no right to speak.

Agenda:

1) Apologies for Absence:

To receive any apologies for absence.

2) Declarations of Interests:

Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Councils Code of Conduct.

Milborne Port Parish Council: HR Committee: 2nd March 2021

Website: www.milborneportpc.org.uk

Email: clerk@milborneportpc.org.uk

Parish Clerk: Simon Pritchard

Tel: 01963 251268

3) Adoption of Minutes:

To adopt the minutes of the last HR Committee meeting:

- **17th November 2020**

4) HR Committee Budget Update and Assessment of Risks

To receive the latest budget spending to date for the Committee's budget lines and to receive a verbal report from the Clerk as to any possible future unbudgeted liability that would have a significant impact on the Council's finances.

5) Confidential Session:

Members to pass a resolution to require the press and public to leave the meeting as agenda items 6 onwards relate to staff employment.

6) Employment Matters:

A. Report from the Chairman:

To receive verbal reports from the Chairman and resolve on the same.

B. Report from the Clerk:

To receive verbal reports from the Clerk and resolve on the same.