

# The HR Committee



## NOTICE OF MEETING:

The next **HR Committee Meeting** will be held on  
**Wednesday 2<sup>nd</sup> February 2022 at 10:00am**  
In the Council Chamber, The Town Hall.

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Chairman: Cllr T. Carty

Membership: Councillors; P. Lock, T. Watts, R. Lockey

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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 "Simon Pritchard", written over a horizontal line.

Mr Simon Pritchard

Parish Clerk & Responsible Finance Officer - Milborne Port Parish Council

## 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:

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### 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.

### 3) Adoption of Minutes:

To adopt the minutes of the last HR Committee meeting:

- **10<sup>th</sup> December 2021**

**Milborne Port Parish Council - HR Committee – Wednesday 2<sup>nd</sup> February 2022**

**Website:** [www.milborneportpc.org.uk](http://www.milborneportpc.org.uk)

**Email:** [clerk@milborneportpc.org.uk](mailto:clerk@milborneportpc.org.uk)

**Parish Clerk:** Simon Pritchard

**Tel:** 01963 251268

**4) Confidential Session:**

Members to pass a resolution to require the press and public to leave the meeting as agenda items 5 & 6 relate to confidential staffing matters.

**5) 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.

**6) Employment Matters:**

**A. Report from the Chairman:**

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

**B. Report from the Proper Officer:**

To receive verbal reports from the Proper Officer and resolve on the same.