

The HR Committee



NOTICE OF MEETING:

The next **HR Committee Meeting** will be held on
Wednesday 2nd March 2022 at 10:00am
In the Council Chamber, The Town Hall, Milborne Port.

Chairman: Cllr T. Carty

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

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:

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:

- **2nd February 2022**

Milborne Port Parish Council - HR Committee – Wednesday 2nd March 2022

Website: www.milborneportpc.org.uk

Email: 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) May 2022 Town & Parish Election: Officers Role

To receive a verbal report from the Parish Clerk as to the role of the Parish Council's Officers in the run up to the May 2022 local elections.

7) Employment Matters:

A. Report from the Chairman:

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

B. Report from the Propser Officer:

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

NB: Due to the confidential nature of the items to be determined under agenda item seven, they are not listed on the public agenda.