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# A MEETING OF THE HUMAN RESOURCES COMMITTEE

[Link to Agenda here](#)

**Held on:** Tuesday, 21 February 2023 at 7 pm. The committee Room, Mendip District Council Offices, Shepton Mallet, BA4 5BT

**Members Summoned and Present:** HR Cllrs; Crisfield (Vice-Chair), Ducker, Hale (Chair), Harrison, Mayall

**Absent:** Councillor Kennedy

**Officers Present:** Claire Commons, Town Clerk

**In attendance:** Press (0), Members of the public (0)..

## Public Question Time

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern, the following matters were raised.

The meeting commenced at 7pm

## MINUTES

### HR4.1 Apologies

- a. Officer report HR4.1 was received and it was **RESOLVED** Cllr G Kennedy was noted as absent.

ACTION: TOWN CLERK

### HR4.2 Declarations of Interest

- a. Officer report HR4.2 was received, all councillors were reminded of their duty to declare any interests in the business to be transacted and it was **NOTED** that there were no declarations made (*Financial provision - 0*)

### HR4.3 Minutes

- a. Officer report HE4.3 was received and it was **RESOLVED** that the minutes of Tuesday, 13 December 2022 be approved for signing as a true record of the decisions taken. (*Financial provision - 0*)

ACTION: TOWN CLERK

**HR4.4 Confidential Business**

- a. Officer report HR4.4 was received and it was **RESOLVED** to exclude the press and public from the remaining business identified on the agenda to the likely disclose of exempt information as identified in the local Government Act 1972 Schedule 12A paragraphs 1-3 (*Financial provision - 0*)

ACTION: TOWN CLERK

**HR4.5 Staffing Matters**

- a. Officer report HR4.5 was received and it was **RESOLVED** to delegate to the Clerk with Cllr S Hale matters relating to staff probation (*Financial provision - 0*)

ACTION: TOWN CLERK

There being no further business, the meeting was closed at 8pm

These minutes were adopted on 28 March 2023 under minute reference HR5.3 as a true record of the decisions taken and are duly signed below by the chair of that meeting.

DRAFT

DRAFT

Signed: \_\_\_\_\_ Date: \_\_\_\_\_