**6th June 2022**

A meeting of the HR Committee will be held at the Parish Meeting Rooms on **Monday, 13th June 2022 at 7.00 p.m.** The Press and Public are cordially invited.

Members of the public and Councillors are advised that under the Openness of Local Government Bodies Regulations 2014, members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the meeting not being disrupted.

 **Ruth Hoose**

 Interim Clerk

**HUMAN RESOURSES COMMITTEE MEETING**

**Location: Parish Meeting Room**

**13th June 2022**

**AGENDA**

1. **Election of Chair of the HR Committee**
2. **Resolution to accept HR Committee Terms of Reference**
3. **Resolution to approve apologies for absence**
4. **Members’ declaration of interest in items on the agenda**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

1. **Resolution to exclude the public**

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and having regard to the confidential nature of the business to be transacted, to consider that the Press and Public be excluded from the meeting for agenda items 6 and 7.

1. **Clerk/RFO Recruitment**
2. **Urgent Business**

Chairman to advise whether they have agreed to any items of urgent business being admitted to the agenda.

**Signed:** **Ruth Hoose** - Interim Clerk **Dated:** 2nd June 2022

**Human Resources Committee Members:**

Councillor Mark Allen

Councillor Edward Jerrams-Coughtrey

Councillor Ruth Hoose

Councillor Richard Solesbury-Timms

Councillor Alan Youel

**Queries Regarding the Agenda**

If you have any queries regarding this Agenda, please contact the Clerk as follows:

* **Tel. No. 01295 713500**
* **clerk@middletoncheney.org.uk**

**Access to Meetings** If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the office, giving as much notice as possible before the meeting.

**In Case of Fire – Evacuation Procedure** If you either hear the fire alarm or you are asked to leave the building please do so immediately and proceed to the assembly area – Village Green - and await further instructions.

**Mobile Phones** Please ensure that any device is switched to silent operation or preferably switched off during the virtual meeting unless being used for the purpose of participation