**Human Resources Committee Meeting**

**Venue: Parish Meeting Room**

**20th April 2023**

MINUTES

1. **Resolution to approve apologies for absence**

Apologies received, Cllr. Solebury-Timms.  
On the proposition of Cllr. Youel it was **RESOLVED**: to approve the apologies for absence.

1. **Declarations of interest**None declared.
2. **Resolution to exclude the public**On the proposition of Cllr Allen it was **RESOLVED**: to exclude press and public from the meeting for agenda items 4,5,67, and 8, 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.
3. **Employment matters**  
   The HR Committee discussed and made its direct recommendations to the Clerk regarding methods for upholding appropriate and necessary communication with the office.
4. **External meeting calendar**Meeting dates were shared with the HR Committee regarding a matter relating to previous employment.
5. **Invitation for external support**  
   An offer has been extended for an external party to intervene in an HR-related matter. The committee makes it’s recommendation to accept the invitation and set out guide acceptable considerations.
6. **Behaviours of an individual external to the Parish Council and its employees.**The committee indicated the contact coming from an individual was malevolent and made it’s recommendations to reduce interaction to a single point of contact to mitigate the impact.
7. **Urgent Business**  
   None presented.

**Meeting closed 20:50pm**

**Signed  
  
Position**

**Date**