

MUCH WENLOCK TOWN COUNCIL

Minutes of a HR COMMITTEE MEETING

held at the Corn Exchange, Much Wenlock
at 6.00pm on Tuesday, 25th July 2023

Present: Councillors David Fenwick (in the chair), John O’Dowd and Marcus Themans

In attendance: Trudi Barrett – Town Clerk

1. Election of Chairperson

It was **RESOLVED** to elect Councillor Daniel Thomas as Chairperson of the Committee.

2. Election of Deputy Chairperson

It was **RESOLVED** to elect Councillor David Fenwick as Deputy Chairperson of the Committee.

3. Apologies

Councillor Daniel Thomas – family engagement.

4. Disclosure of Pecuniary Interests

Members were reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the Register of Members’ Interests maintained by the Monitoring Officer.

None declared.

5. Dispensations

None requested.

6. Inquorate Meeting on 13th June 2023

Members noted that the meeting scheduled for 13th June had been inquorate and had not gone ahead and that the meeting had been rescheduled to 25th July 2023.

7. Minutes

It was **RESOLVED** to approve the minutes of the HR Committee meeting held on 6th April 2023.

Public Bodies (Admission to Meetings) Act 1960

Pursuant to Section 1(2) of the above Act it was **PROPOSED, SECONDED** and **RESOLVED** that due to the confidential nature of the business to be transacted the public and press should not be present.

8. Administrative Staff Overtime

It was **RESOLVED** to approve payment of the overtime hours accrued by the RFO and Administrative Assistant as outlined in the confidential report.

Members asked for a report on administrative staff hours to be provided at each HR Committee meeting in future.

9. Cemetery Memorial Testing

It was **RESOLVED** to allocate 40 hours of paid overtime to the Administrative Assistant to carry out memorial testing and associated work at the cemetery.

The meeting closed at 6.40pm.

Signed:
Chairperson

Date: