



THE HUMAN RESOURCES COMMITTEE Met on Monday 7th February 2022 at 7.30 pm at Marshalswick Community Centre

PRESENT: Councillors John Hale, Neil Harris (Chair), Jenny Roberts, Jon Hegerty

APOLOGIES: None

OFFICER: Simon Thwaites, Parish Clerk

152. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There was none.

153. MINUTES

The minutes of the meeting held on 20th July 2021, having been previously circulated, were taken as a correct record and it was unanimously;

RESOLVED

That the minutes be approved and signed by the Chair.

154. APPRAISALS

The Clerk briefly took Members through the informal reviews of the three staff appraisals. It was noted that objectives had either been met or were ongoing and that one training session had been completed in respect of Freedom of Information requests.

It was agreed later in the meeting that staff appraisals would be carried out in June 2022 and that an HR Committee meeting would be held in July to consider outcome of appraisals.

It was further agreed that, in future, appraisals will be held in January each year with the HR Committee meeting then held in February. Terms of Reference will remain as current.

155. STAFF/COUNCILLOR RELATIONS

Members discussed ongoing issues around the relationship between staff and some councillors. It was agreed that barriers to better working relations included councillor's understanding of lines of accountability, a misunderstanding of roles and bullish behaviour.

It was suggested the Clerk prepares a brief annual report summarising sick leave, annual leave carried forward etc.

Committee members agreed to meet in the near future to discuss solutions to these matters, ideally producing a paper that can be brought to Full Council in March 2022.

Progress on this matter would also be considered when the committee meets in July.

156. COVID GUIDLINES

The Clerk presented the meeting with current and ongoing precautions being taken in respect of Coronavirus. Questions were asked and responded to.

157. 2021/22 ANNUAL LEAVE

The Clerk informed committee members that no staff members are expected to carry forward annual leave in excess of the five days permitted.

158. TRAINING

It was noted that the Deputy Clerk has undergone external training in the Freedom of Information Act since the July 2021 appraisals but that no other training has been undergone or is currently planned.

159. MEETING FREQUENCY

Please see item 154

160. MATTERS OF NOTE

- Salary increases for the current year have yet to be agreed by the National Joint Council for Local Government Services. An offer of 1.75% has already been rejected by the three Unions.

161. STAFF SICKNESS ABSENCE

It was noted that there has been no staff sickness to report to this committee.

162. MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA

There was none.

163. SUGGESTIONS FOR CONSIDERATION AT FUTURE MEETINGS

There was none.

DATE OF NEXT SCHEDULED MEETING

July 2022 (date to be confirmed).

There being no further business the meeting closed at 9.08 pm.

Chair

Date