



Minutes of an extraordinary meeting of the Human Resources Committee held virtually on Zoom platform Thursday 20 April 2021 at 4pm.

**Councillors present:**

|                        |                 |
|------------------------|-----------------|
| Desna Allen (Vice)     | Richard Bambury |
| Jenny Budgell          | David Powell    |
| Sandie Webb (Chairman) |                 |

**Officers present:** Mark Smith, Chief Executive  
Matt Kirby, Director of Community Services  
Nick Rees, Director of Resources  
Heather Rae, Democratic Services Manager  
Michael Weeks, Democratic and Civic Officer

**Public present:** None present

**PUBLIC QUESTION TIME**

There were no written or verbal questions from any member of the public.

**69. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Teresa Hutton, Andy Phillips and Nina Phillips.

**70. NOTIFICATION OF SUBSTITUTION**

No notifications of substitution were received.

**71. DECLARATION OF INTEREST**

No declarations of interest were received.

**72. CHAIRMAN'S ANNOUNCEMENTS**

There were no announcements from the Chairman.

**73. ITEMS FOR COMMUNICATION**

Councillors did not request any specific items for communication.

**74. DATE OF NEXT MEETING**

The next meeting of the Human Resources Committee will take place on Thursday 03 June 2021.

**75. EXCLUSION OF THE PUBLIC AND PRESS**

**RESOLVED that**

“The press and public are excluded due to the confidential nature of the business under the Public Bodies (Admissions to Meetings Act) 1960 s1. sub section 2”.  
One officer left the meeting.

**76. JOB EVALUATION CONSULTATION FEEDBACK**

The Chief Executive presented the report and updated Councillors on the job evaluation consultation feedback. With all in favour, it was;

**RESOLVED that**

i) Councillors noted the outcome of the consultation process and that the new pay and grading structure will be implemented from 01 May 2021.

**77. ABORICULTURAL OFFICER PROPOSAL**

The Director of Community Services presented the report outlining a proposal for the Aboricultural Officer. With all in favour, it was;

**RESOLVED that**

Councillors agreed to transfer the role of Aboricultural Officer to the Council’s permanent staffing establishment with immediate effect.

The meeting closed at 4.15pm.

These minutes are subject to confirmation at the next meeting.

Signed on behalf of the Town Council as a true record of the meeting.

Signature

Date