



**BINGHAM TOWN COUNCIL**

The Old Court House  
Church Street  
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To: To: Councillors M Monni  
" A Shelton  
" J Stockwood  
" T Wallace  
" F Purdue-Horan  
" J Lewis

15 September 2021

Dear Councillor,

You are hereby summoned to attend a meeting of the HR Sub-Committee of Bingham Town Council on Tuesday 21 September 2021 at 7.00pm, in the Council Chamber at The Old Court House, Bingham.

The meeting is open to members of the public and press.

Regards

Joanne Riddle  
Town Clerk



## BINGHAM TOWN COUNCIL

Meeting of the HR Sub-Committee to be held on Tuesday 21 September at 7:00pm  
in the Council Chamber at The Old Court House, Church Street, Bingham

### In person attendance

You will be required to sign in and provide your contact details or you can scan the QR code for the Old Court House, if you have registered via the NHS Test and Trace app. Hand sanitiser will be available. The available space in the Council Chamber is limited so whilst the legal requirements to wear face coverings and observe social distancing have lifted, you are advised that you may wish to continue to do so and should more members of the public and the press attend than expected, we may politely request that face coverings are used.

Please be aware if you attend in person and speak (at the Chairman's discretion), your voice will be recorded.

A link to the recordings of meetings will be stored on the town council's website as a permanent record of the meeting. You can view the Town Council's privacy's policy by visiting <https://www.bingham-tc.gov.uk/2018/05/16/general-privacy-notice-may-2018/>



## BINGHAM TOWN COUNCIL

Meeting of the HR Sub-Committee to be held on Tuesday 21 September at 7:00pm  
in the Council Chamber at The Old Court House, Church Street, Bingham

### A G E N D A

1. To elect a new Chair
2. To receive apologies for absence & acceptance
3. To receive any Declarations of Interest
4. To sign the minutes of the meeting held on 06 July 2021 (Appendix A)
5. To consider the recommendation from the consultant's report regarding the re-joining of the LGPS pension scheme
6. To note the HR training for all Councillors to be held on 28 September 2021
7. To consider a quote from East Midlands Councils to review the staff handbook and to include effective management of staff (Appendix B)
8. To consider adoption of an Acting Up & Honorarium Policy (Appendix C)
9. To receive a report on the planning of agendas and meetings (Appendix D)
10. To consider a request from the Recreation and Amenities Committee to review capacity for projects and to agree further actions in relation to procurement support
11. Confidential Business  
Public Bodies (Admission to Meetings) Act 1960: -  
To resolve that "in view of the confidential nature of the business about to be transacted, the Press and Public be excluded for the remainder of the meeting."

The following matters will be discussed:

- To approve the confidential notes from the meeting held on 06 July 2021
- Staffing matters