

Minutes of a meeting of the HR Sub-Committee,  
of Bingham Town Council, held in the Council Chamber at The Old Court House,  
Church Street, Bingham on Thursday 24 June 2021 at 7.00pm

**PRESENT:**

Councillors: J Lewis, A Shelton, M Stockwood, F Purdue-Horan, T Wallace and M Monni

Members of the Public: 0

Officer/s: J Riddle (Deputy Clerk)

**1. APPOINTMENT OF CHAIR**

Councillor A Shelton opened the first meeting of the HR Committee as Mayor.

Councillor M Monni was proposed as Chair by Councillor F Purdue-Horan and this was seconded by Councillor J Lewis. Councillor M Monni, was therefore, duly elected as Chair.

**2. APOLOGIES FOR ABSENCE AND ACCEPTANCE**

Apologies for absence were received and accepted from Cllr G Simms, due to work commitments, and Councillor J Stockwood, due to another meeting.

Councillor J Lewis and Councillor M Stockwood were noted as the substitutes.

**3. APPOINTMENT OF VICE CHAIR**

Councillor J Stockwood was proposed as Vice Chair by Councillor F Purdue-Horan and this was seconded by Councillor A Shelton. Councillor J Stockwood, was therefore, duly elected as Vice Chair.

**4. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**5. TERMS OF REFERENCE**

The updated Terms of Reference for the Sub-Committee were noted.

**6. CONFIDENTIAL BUSINESS**

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960  
PRIOR TO THE COMMENCEMENT OF THE NEXT BUSINESS, THE FOLLOWING  
RESOLUTION WAS PROPOSED, SECONDED AND CARRIED:

“That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw”

- Staff Matters

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**RECOMMEND:** that the Bereavement Leave be approved.

**RECOMMEND:** that the Chair work with the Clerk on the advertisements for additional staff

**RECOMMEND:** that the Chair work on an acting up policy for the next meeting

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CHAIRMAN

Date: .....

DRAFT