

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 Tuesday 21 September 2021 at 7.00pm

PRESENT:

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

Members of the Public: 0

Officer/s: J Riddle (Town Clerk – attended virtually)

1. ELECTION OF CHAIR

Councillor J Stockwood opened the meeting as Vice Chair and invited nominations for Chair.

Councillor J Stockwood was nominated as Chair by Councillor A Shelton and this was seconded by Councillor F Purdue-Horan.

Councillor T Wallace was nominated as Chair by Councillor J Lewis and this was seconded by Councillor T Wallace.

A vote was taken and it was:

RESOLVED: that Councillor J Stockwood was duly elected as Chair.

2. APOLOGIES FOR ABSENCE AND ACCEPTANCE

An apology for absence was received and accepted from Councillor M Monni. Councillor M Stockwood was noted as the substitute member.

3. DECLARATIONS OF INTEREST

Councillor F Purdue-Horan declared a non-pecuniary interest in item 4 as a County Councillor.

4. MINUTES

The minutes of the meeting held on 06 July 2021, Folios 9790 to 9791, were taken as read, approved and were signed by the Vice-Chairman as a correct record.

5. LGPS PENSION SCHEME

The Council had made a previous decision to enrol new employees in the Nest Pension Scheme. The Local Council Consultancy report had recommended that the Council re-visit this decision and allow new employees to enrol in the local government pension scheme, currently in place for the existing employees.

RECOMMEND: to continue to offer membership of the Local Government Pension Scheme to future employees.

6. HR TRAINING

The sub-committee noted that HR training to include management of employees was to take place on Tuesday 28 September 2021.

7. QUOTE FOR REVIEW OF THE STAFF HANDBOOK

East Midlands Councils had been approached to provide a review of the staff handbook to include management of employees. This specialist service could be provided by the Council's current HR advisors. The Policy, Resources and Major Projects Committee would be asked to review the budget code for HR, as Full Council had resolved for the work to take place.

RESOLVED: to accept the quotation of £1600 from East Midlands Council.

8. ACTING UP AND HONORARIUM POLICY

The Full Council had reviewed the draft policy as part of the advice from East Midlands Councils. It was agreed to

RECOMMEND: that the acting up and honorarium policy be adopted.

9. REPORT ON THE PLANNING OF AGENDAS AND MEETINGS

The report was noted by the sub-committee.

10. PROCUREMENT SUPPORT

The sub-committee considered the request from the Recreation and Amenities sub-committee on how to support the staffing capacity required for the many large projects that would require overseeing. It was agreed that experienced support for the procurement cycle of these projects would be required and local government partners or private sector support could be considered. It was agreed to

RESOLVE: to delegate to an officer the authority to pursue advice on the costs of specialist services to assist with the procurement cycle of the projects.

11. 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”

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- Confidential Notes from the meeting held on 06 July 2021

The notes of the meeting were approved by the Sub-Committee as an accurate record.

- Staff Matters

RECOMMEND: the vacancy for the post of Deputy Clerk be presented to Full Council for approval with the acceptance of the Staff Review recommendations for the role.

RECOMMEND: a calculation of back pay and honorarium for an employee

The meeting closed at 8.45pm

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CHAIRMAN

Date:

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