

Minutes of a meeting of the HR Committee,  
of Bingham Town Council, held in the Council Chamber at The Old Court House,  
Church Street, Bingham on Tuesday 12 July 2022 at 6pm

**PRESENT:**

Councillors: T Wallace, M Stockwood, N Mees, G Williams, A Shelton, R Bird and J Stockwood

Members of the Public: 1 including Councillor F Purdue-Horan

Officer: J Riddle (Town Clerk)

**1. ELECT AND APPOINT A CHAIR**

Councillor T Wallace was nominated as Chair by Councillor R Bird and this was seconded by Councillor G Williams.

A vote was taken, and Councillor T Wallace was duly elected as Chair.

**2. APOLOGIES FOR ABSENCE AND ACCEPTANCE**

Apologies for absence were received and accepted from Councillor J Lewis and P Moskwa. Councillor R Bird and J Stockwood were noted as substitute members.

**3. ELECT AND APPOINT A VICE CHAIR**

Councillor N Mees was nominated as Vice Chair by Councillor R Bird and this was seconded by Councillor T Wallace.

A vote was taken, and Councillor N Mees was duly elected as Vice Chair.

**4. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**5. MINUTES**

The minutes of the meeting held on 22 February 2022, Folios 9887 to 9888, were taken as read, approved and were signed by the Chair as a correct record.

**6. TERMS OF REFERENCE**

The committee noted the terms of reference.

**7. STAFF HANDBOOK**

The Committee considered the new staff handbook, and it was agreed that comparison was required to the staff handbook in place and alterations sent for Croner to review. The new staff handbook was also noted as requiring reference to the NJC terms in place for employees. It was agreed that Councillor N Mees would work with the Clerk on collating the views of

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Councillors, so one set of alterations were produced for consideration. It would be aimed to present a new document at the end of September for consideration.

**8. 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”

- Confidential Notes from the meeting held on 22 February 2022

The notes of the meeting were approved.

- Staffing Matters

The committee noted the staff update and it was agreed to

**RECOMMEND:** that the emergency expenditure for a contractor/outsourcing be approved and reported to Full Council.

The meeting closed at 6.47pm

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CHAIRMAN

Date: .....