

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 28 November 2023 at 7pm

**PRESENT:**

Councillors: T Wallace, M Stockwood, A Shelton, R Bird, N Mees, P Walters, and S Perkins

Members of the Public: 0

Officers: J Riddle (Town Clerk)

**1. APOLOGIES FOR ABSENCE AND ACCEPTANCE**

Apologies for absence were received and accepted from Councillors G Williams and F Purdue-Horan. Councillors R Bird and A Shelton were noted as substitute members.

**2. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**3. MINUTES**

The minutes of the meeting held on 11 July 2023, Folios 10079 to 10081, were taken as read, approved and were signed by the Chair as a correct record.

**4. OUTSTANDING ACTIONS**

The committee noted the updated actions list.

**5. NATIONAL JOINT COUNCILS PAY AWARD**

The committee noted that the 2023 pay award had been received and staff wages had been backdated to 01 April 2023 to include the award.

**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”

- Confidential Notes from the meeting held on 11 July 2023

The notes of the meeting were approved.

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- Salary Budgets for 2024/2025

The committee reviewed the salary budgets for staff and confirmed pension deficit and it was agreed to:

**RECOMMEND:** a salary budget for the 2024/25 financial year of £215,000 and a pension deficit of £2800.

- Staff Matters

The committee noted the sickness and holidays report, recruitment of administrator, update on staff contracts and appraisal arrangements. The emergency expenditure for occupational health was also noted by the committee.

The meeting closed at 7.24pm

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CHAIRMAN

Date: .....

RECOMMENDATIONS:

- A salary budget for the 2024/25 financial year of £215,000 and a pension deficit of £2800.