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 30 June 2026 at 7pm

PRESENT:

Councillors: T Wallace, E Georgiou, N Mees, M Stockwood, R Bird, F Purdue-Horan and P Walters

Members of the Public: 2 Including Councillor H Brougham and A Shelton.

Officer: J Riddle (Town Clerk)

1. ELECTION OF CHAIR

Councillor P Walters was proposed as Chair by Councillor T Wallace and this was seconded by Councillor R Bird.

A vote was taken and Councillor P Walters was duly elected as Chair.

2. APOLOGIES FOR ABSENCE AND ACCEPTANCE

An apology for absence was received and accepted from Councillor G Williams. Councillor E Georgiou was noted as a substitute member.

3. ELECTION OF VICE CHAIR

Councillor T Wallace was proposed as Vice Chair by Councillor P Walters and this was seconded by Councillor R Bird.

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

4. DECLARATIONS OF INTEREST

None.

5. MINUTES

The minutes of the meeting held on 10 February 2026, Folios 10380 to 10381 were taken as read, approved and were signed by the Chair as a correct record.

6. TERMS OF REFERENCE

The committee notes the terms of reference.

7. OUSTANDING DECISIONS

The committee noted the outstanding action to recruit an administrator.

8. NJC PAY AWARD UPDATE

The committee noted that no agreement had yet been reached for the pay award from 01 April 2026 and the Clerk would notify the Council once confirmation of an award was received.

9. 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."

RESOLVED: to exclude non committee members from the confidential item.

- Confidential Notes from the meeting held on 10 February 2026
  The notes of the meeting were approved.

- Staffing Matters and Recruitment

The committee noted the holiday and sickness report.

The committee noted the updated staff salary budget.

The committee noted the staff updates including the resignation of a member of the Grounds Maintenance Team

RECOMMEND: delegated authority to the Clerk in consultation with the Chair and Vice Chair of the Committee to recruit a Grounds Maintenance Operative with the option to consider a job share arrangement, with outsourcing of services to assist staff capacity during recruitment.

RECOMMEND: acceptance of the quote for an enhanced Employee Assistance Programme from Croner for a 5 year term at a cost of £33.68 per month.

RECOMMEND: delegated authority to the Clerk in consultation with the Chair and Vice Chair of the Committee to commence recruitment of an Administration Assistant including a contract with a temp agency to support delivery of services.

The meeting closed at 8.06pm

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CHAIRMAN
Date: ……