

PANNETT PARK | WHITBY | YO21 1RE
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Dear Councillor,

13 April 2023

You are summoned to attend a meeting of the **HUMAN RESOURCES COMMITTEE** to be conducted in the Normanby Room, Whitby Museum, on **Tuesday 18 April 2023 at 2:00pm**, the agenda for which is set out below.



Michael King
Town Clerk

To: Cllrs Mrs H Coughlan, R Dalrymple, G Goodberry,
J Harston, S Smith, Mrs L Wild and Mrs N Wilson

NOTICE OF MEETING – Public notice of the meeting is given in accordance with schedule 12, paragraph 10(2) of the Local Government Act 1972.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and resolve upon apologies for inability to attend.

2. DECLARATION OF INTERESTS AND REQUESTS FOR DISPENSATION

To declare any interests which members have in the following agenda items.

3. PUBLIC PARTICIPATION

Standing Orders will be suspended for up to 15 minutes to allow for questions or statements about business items on the agenda, submitted by members of the public (limited to 3 mins per person).

4. MINUTES OF MEETING HELD ON 24 JANUARY 2023

To approve the minutes of the last meeting.

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5. EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 6, BELOW – IF REQUIRED)

To consider a motion – That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matter referred to at item 6 below, due to the confidential nature of the business to be transacted.

6. STAFFING

To consider any confidential matters in respect to any individual members of staff.

WHITBY TOWN COUNCIL

Minutes of the meeting of the **HUMAN RESOURCES** Committee held in Pannett Art Gallery, Pannett Park, Whitby on Tuesday 24 January 2023 at 2.00pm.

Present: Councillors Mrs Coughlan, Goodberry, Harston, Smith, Mrs Wild and Mrs Wilson.

Also: M King, Town Clerk

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972. The meeting was convened in accordance with Schedule 12, paragraph 9(1) of the Act.

317/22 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Dalrymple.

MOVED by Councillor Smith, seconded by Councillor Goodberry and unanimously

RESOLVED that apologies for inability to attend from Councillor Dalrymple are accepted

318/22 DECLARATION OF INTERESTS

There were no declarations of interest.

STANDING ORDERS SUSPENDED

319/22 PUBLIC PARTICIPATION

No public present.

STANDING ORDERS REINSTATED

320/22 MINUTES OF MEETING HELD ON 11 OCTOBER 2022

MOVED by Councillor Goodberry seconded by Councillor Smith

RESOLVED that the Minutes of the meeting held on 11 October 2022 are confirmed as an accurate record and signed by the Chair.

321/22 UPDATE ON ESTABLISHMENT

The Clerk provided an update on the procedure for undertaking performance appraisals in 2023, which are programmed to be completed by the end of March and the addition of one day to all leave allowances under the terms of the 2022/23 pay agreement.

MOVED by Councillor Mrs Coughlan seconded by Councillor Harston

RESOLVED That the information is noted.

322/22 EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 323/22)

MOVED by Councillor Goodberry seconded by Councillor Coughlan

RESOLVED That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1 (2), the press and public be excluded from the meeting during consideration of the matter referred to at item 323/22 below, due to the confidential nature of the business to be transacted.

323/22

STAFFING

The Clerk provided an update on any issues affecting individual members of staff.

MOVED by Councillor Mrs Wilson seconded by Councillor Mrs Wild

RESOLVED That the information is noted.

Signature 18 April 2023