

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

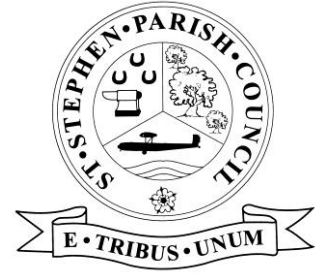
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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## Minutes of Human Resources Committee Meeting

held on **Thursday 2 July 2020**

Via Remote Access at **5.30pm**

Present: Councillors

Karen Hurford

Dorothy Kerry

David Parry

Bill Pryce

Nicholas Tyndale

Eileen Whittaker

Also present: Sue Hake, Clerk

***Under the Terms of Reference of this committee the public and accredited representatives of the press are excluded, in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1982. This is due to the confidential nature of the business to be discussed.***

**2021/HR/17** To receive and accept apologies for absence  
None received

**2021/HR/18** Declarations of interest and dispensations

- a. To receive declarations of interest from councillors on items on the agenda
  - b. To receive written requests for dispensations for declarable interests; and
  - c. To grant any requests for dispensation as appropriate
- None received

**2021/HR/19** To approve the minutes to be signed for the meeting held on 18 June 2020  
Resolved: Cllr Pryce proposed approval of the HR minutes to be signed outside of this Meeting, Seconded Cllr Parry  
Votes in favour: Unanimous

**Motion Carried**

**2021/HR/20** To receive an update on the proposed Staffing Restructure and agree any future actions  
The Clerk confirmed the maintenance person would be receptive to receive training on tractors and fork-lift truck.  
**Action:** Cllr Parry to circulate update to councillors following discussions from member of the public.  
**Action:** Cllr Parry to work with the Clerk to draft a letter to all staff to confirm ongoing discussions about the proposed restructure should remain confidential.  
Clerk confirmed no information has been received from the Pension Team to progress holding any further consultation meetings with the Grounds Team.  
**Action:** Cllr Pryce to identify who is the Chair of the Herts Pension Board to assist the Clerk with pursuing the requested information and raise concern about the length of delay for the provision of this information  
**Action:** Clerk to follow up and pursue requested information to progress discussions with the Grounds Team

**2021/HR/21** To receive an update on furloughed member of staff and agree next action  
The Clerk has been in contact with the Furloughed member of staff.  
The Parish Council are not expecting any events will be run in the next year.  
**Action:** Furloughed member of staff to remain on Furlough at present

Meeting closed at 6.42pm

Date of next meeting 7 July 2020 at 5.30pm

Signed:

Dated: