



**Radcliffe on Trent Parish Council**

The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB

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Thursday, 22 February 2024

You are hereby summoned to attend a meeting of the **Human Resources Committee** which will be held on **Tuesday 27 February** commencing at **20.00** in the Radcliffe Room, **The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB.**

**Please note: This committee follows an earlier committee and there may be a slight delay in start time if that committee overruns.**

In the interests of transparency, the council asks that any person wishing to record the meetings proceedings informs the Chairman prior to the start of the meeting and that recording equipment is on view.

Belina Boyer  
Parish Clerk/RFO

Committee Members: Cllr O Bere, Cllr S Clegg, Cllr A McLeod, Cllr P Thomas, Cllr M Douglas-Kirk, Cllr Irene Dovey

Agenda no	Agenda Item title	Power/Regulation
HR24/043	To note apologies for absence.	Local Government Act 1972, s85 (1) & Sch 12, p40.
HR24/044	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	Localism Act 2011, s31.
HR24/045	To consider any dispensation requests received by the Parish Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	Localism Act 2011, s33.
HR24/046	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.	Public Bodies (Admissions to Meetings) Act 1960 1 (2)

Agenda no	Agenda Item title	Power/Regulation
	<b>Exclusion of Public and Press recommended for item HR24/048 -050 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</b>	
HR24/047	To receive the minutes of the previous Radcliffe-on-Trent Personnel and Wages Committee meeting(s) and resolve to sign these as a true record of the meeting(s). <b>a)</b> Human Resources Committee 26 January 2024	
HR24/048	To <b>receive</b> and <b>note</b> a verbal report by the clerk on staffing issues. <b>Exclusion of Public and press recommended.</b>	Public Bodies (Admissions to Meetings) Act 1960 1 (2)
HR24/049	To <b>consider</b> the correction of an error discovered in some permanent members' of staff contracts and correct these. <b>Exclusion of Public and press recommended.</b>	
HR24/050	To <b>receive</b> and <b>note</b> the new model employment contract as issued by NALC and <b>consider</b> entering into consultation with existing members of staff to apply the terms and conditions therein to their employment. <b>Exclusion of Public and press recommended.</b>	
HR24/051	To consider moving payroll to a different supplier starting from March 2024	
HR24/052	To consider a Member Training and Development Policy for adoption (deferred from HR24/040).	
HR24/053	To consider Staff Training and Development Policy for adoption (Deferred from HR24/041).	
HR24/054	To <b>receive</b> any items for notification to be included on a future agenda – for information only	
HR24/055	To <b>agree</b> the date and time of the next Human Resources Committee meeting.	Local Government Act 1972, Sch 12, p10 (2)(a)