

Minutes of the Harworth & Bircotes Town Council's HR Committee meeting held on Friday 21st January 2022, at 12noon at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

Present: Cllr Barns (Chair), Cllr Evans, Cllr Flynn and Cllr James

Others: Karen Tarburton (as Line-Manager) and minute taker

17168 To receive and approve any apologies and reasons for absence

Apologies and reasons received from Cllr Jones.

Cllr Flynn proposed to approve the apologies and reasons; this was seconded by Cllr James and resolved by the Council – 4 votes.

17169 To receive Declaration of Interests on any item on the agenda

No declarations of interests received.

17170 To exclude Members of the public under the Public Bodies (Admissions to Meetings) Act 1960 to enable consideration of the following agenda items

No members of the public present.

17171 To discuss and consider staff matters

K Tarburton updated the Committee on matters regarding the resignation of a member of staff.

The HR consultants have been contacted by KT to investigate using, where appropriate, an annual hour's contract instead of a weekly hour's contract, which would allow greater flexibility for the Town Council over the year.

Discussion took place regarding a staff review in order to determine the best way of working, as required to meet the needs of the operational function of the Council.