

**Minutes of the HR Committee of Trowell Parish Council held at Trowell Parish Hall, Tuesday
13th February 2024, starting at 6pm.**

Present: Si Frost, Michelle Harvey, Debbie Hopwood, Cynth McGann.

In attendance: Jane Murden (Clerk & RFO)

Item Ref	Description	Action
25/23.	Election of Chair of the Committee. Councillors voted to appoint Si Frost as chair of the committee for the year to May 2024.	
26/23.	Election of Vice Chair of the Committee. Helen Cumberpatch remains as vice chair of the committee for the year to May 2024.	
27/23.	Apologies. a) Councillors to noted apologies for absence received from HC. b) Councillors to vote on acceptance of any apologies for absence – no vote taken as reason not provided.	
28/23.	Declarations of Members' Interests. a) Pecuniary interest – None. b) Other registerable interests – MH (booked signed) c) Non-registerable interests - None	
29/23.	Minutes. Councillors reviewed and approved the minutes as a true record of business conducted at the meeting held on the 4 th of January 2024.	
30/23.	Items of Confidentiality. Councillors voted on a motion to close the meeting to the press and public – Pursuant to section 1 (2) of the Public Bodies (admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press will be asked to leave the meeting.	
31/23.	Staffing Matters. a) Caretaker Position – Councillors voted to appoint the candidate following receiving the report from members, who conducted the interview.	Clerk
32/23.	Date of next meeting: 20 th February 2024.	

Meeting closed at 6.30pm

Signed



Date

13 / 2 / 24