

Helsby Parish Council

Minutes of the Human Resources Committee meeting held at 6.09pm on 12th December 2018 in the Committee Room

Present:

Cllr. Terry O’Neill
Cllr. Chris Ellams

Cllr. Michelle Massey
Cllr. Alan McKie

Cllr. Peter Duffy

In attendance:

Cllr. Alan Gardner
Cllr. John Kimpton

Cllr. Sam Johnson
Cllr. Polly Barry

Cllr. Stuart Hulse

1. Public Air Time. Proposed by Cllr. Ellams, seconded by Cllr. McKie and **RESOLVED – that the meeting be suspended for public participation – HR01/18.** There being no matters brought to the committee’s attention it was proposed by Cllr. Ellams, seconded by Cllr. Duffy and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HR02/18.**
2. Apologies for absence – Cllr. Sarah Temple.
3. Declarations of interested – none reported.
4. Minutes of the previous meeting. Proposed by Cllr. Ellams, seconded by Cllr. Gardner and **RESOLVED – that the minutes of the Human Resources Committee meeting held on 13th Dec 17 be accepted as accurate and signed by the Chairman – HR03/18.**
5. Matters arising from the previous minutes
 - 5.1 The GAs had attended a 1-day Brushcutter/Strimmer Course. The certification would last 3-years and be expiring in April 2020 – duly noted.
 - 5.2 The GAs First Aid certification would expire in February 2021 – duly noted.
 - 5.3 Pensions – the Parish Council was aware that employee / employer minimum contributions would increase in April 2019 in accordance with the Pensions Regulator to 5% & 3% respectively – duly noted.
 - 5.4 Local Living Wage – the Parish Council had already approved increasing the GAs hourly rate from £8.50 - £8.75 from 1st April 2019 – duly noted.
6. Human Resources Committee Budget for 2019/20. Proposed by Cllr. O’Neill, seconded by Cllr. Duffy and **RESOLVED – that the Human Resources Committee recommend the following budget for 2019/20 totalling £700 for the inspection and approval of the Finance Committee – HR04/18: -**

Budget Heading Code	Description	Budget 2018/19 £	2018/19 Spend to date £	Predicted To 31/03/19	Budget recommend for 2019/20
240	Cllr/emp training	500	295	500	£700^(a)

- (a) Increased to reflect NALC’s proposal for compulsory training for all Town / Parish Councillors. There would need to be a change in government legislation before this could come into effect.

It was noted that money had been placed in the 5-year business plan for an assistant to the Parish Clerk.

- 7. Urgent matters – none reported.
- 8. Date of the next meeting – 28th January 2019.

The meeting closed at 6.14pm

Chairman’s signature..... Dated.....

