

Helsby Parish Council

Minutes of the Human Resources Committee meeting held at 7.15pm on Monday, 16th Dec 19 in the Upper Hall of Helsby Methodist Church

Present:

Cllr. Mags Porter – Chairman Cllr. Terry O’Neill – Vice-Chairman Cllr. Peter Duffy
 Cllr. Michelle Massey

In attendance:

Cllrs, Gardner, Barry, Kimpton, Temple, Ellams and Holder.

1. Public Air Time. Proposed by Cllr. Massey, seconded by Cllr. O’Neill and **RESOLVED – that the meeting be suspended for public participation – HR08/19.** There being no matters brought to the committee’s attention it was **RESOLVED – that Public Air Time be closed and the meeting reconvened – HR09/19.**
2. To receive apologies for absence – none.
3. Declarations of interest – none reported.
4. Minutes of the previous meeting. Cllr. Porter confirmed that the minutes of the meeting held on 3rd Dec 19 would follow.
5. Matters arising from the previous minutes –none reported.

6. Human Resources Committee budget for 2020/21. Proposed by Cllr. Porter, seconded by Cllr. O’Neill and **RESOLVED – that the Human Resources Committee recommend the following budget for 2020/21 totalling £700 for the inspection and approval of the Finance Committee meeting HR10/19: -**

Budget Heading Code	Description	Budget 2019/20 £	2019/20 Spend to date £	Predicted To 31/03/20	Budget recommend for 2020/21
240	Cllr/emp training	700	376	700	700

Notes: if the budget was not sufficient to cover the training costs of a new Clerk the committee would seek the parish council’s approval to use reserves.

7. New Clerk – Cllr. Porter reported that she had found an ex Parish Council Clerk willing to stand-in for the interim period whilst a new Clerk was being recruited.
8. Election of Chairman & Vice-Chairman. Proposals would be accepted for a new Chairman and Vice-Chairman to be elected at a ‘one-item only’ Parish Council meeting that would take place before the Finance Committee meeting on 6th January 2020. Clerk would seek nominations for the roles. The new Clerk(s) would work with the new Chairman.
9. Date of the next meeting – 27th January 2020.

The meeting closed at 7.28pm

Chairman’s signature..... Dated.....

