



Ware Town Council

Ware Priory, High Street, Ware, SG12 9AL

www.waretowncouncil.gov.uk

01920 460316

HUMAN RESOURCES COMMITTEE

Monday 26th September 2022

In the Council Chamber, Ware Priory at 8.30pm

MINUTES

Resolved: To exclude the press and public

Attendance

From agenda item HR034 to HR038

Cllr Fernando (Chair) Ballam, Butcher, Curtis, Day, Kaye, Pope, Reed, Shaw (S), Shaw (V),

Officer present: Terry Philpott Town Clerk.

Members of the public: nil

From agenda item HR039

Cllr Fernando (Chair) Ballam, Pope, Shaw (V),

Officer present: Terry Philpott Town Clerk.

Members of the public: nil

HR034: To receive and accept Apologies for Absence

- Cllr Kemp

HR035: To receive any Declarations of Interest and review any requests for Dispensation submitted to the Clerk.

- None declared

HR036: Minutes from the previous meeting: to receive and sign the minutes of the last HR meeting held on 27th September 2021.

Resolved: The minutes are an accurate record.

HR037: Correspondence and Clerks report (TP)

- Pay award 2022/23, still awaiting update

HR038: Agile working review (TP)

The presentation from Terry Philpott on the agile working and wellbeing within Ware Town Council was noted following a broad discussion. A further presentation will take place after the Full Council on 10th October 2022.

HR039: Staffing update new starters (TP)

An update on the new starters in the following roles was received.

- Staffing update Cemetery and Allotments Officer
- Staffing update Communications Officer
- Events Officer and Project Manager

HR040: Administration Officer Maternity leave / long term sickness (TP)

An update on the long-term sickness was received.

HR041: Grounds Assistant long term sickness (TP)

Resolved: Minutes Redacted

HR042: HR contract with EHDC and HR Audit (TP)

An update was received and discussed.

HR043: Training update (TP)

An update was received and discussed.

Councillor Training:

Staff Training: Terry Philpott MBA now completed; Councillors congratulated TP on the achievement.

HR044: Agenda items for next meeting

Signed

Dated