

# **HAXBY TOWN COUNCIL**

**The Memorial Hall, The Village, Haxby YO32 3HT**

**Minutes of a meeting of the Staffing Committee held on Wednesday 31 July 2024 at 5pm in the council office, Memorial Hall, Haxby.**

**Present:** Cllr. R. Pearson – Chairman  
Cllr. G. Cockburn  
Cllr G. Stow

**Also present:** Alan Draper (town clerk)

## **S1/2024 Election of chairman**

**RESOLVED** that Cllr R. Pearson be elected to chair this item.

**RESOLVED** that Cllr R. Pearson be elected as chairman of the committee for the ensuing year.

## **S2/2024 Apologies for absence**

**RESOLVED** that apologies and the reasons for absence were received and accepted from Cllrs E. Pearson and I. Thompson.

## **S3/2024 Chairman's welcome**

The chairman welcomed everyone to the meeting.

## **S4/2024 Declarations of interest**

**RESOLVED** to note there were no declarations of interest under consideration on this agenda in accordance with the Local Government Act 2000 Part III and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

## **S5/2024 Election of vice-chairman**

**RESOLVED** that Cllr G. Cockburn be elected as vice-chairman of the committee for the ensuing year.

## **S6/2024 Committee membership**

**RESOLVED** to reaffirm the members of the committee as follows:

- Cllr. G. Cockburn
- Cllr E. Pearson
- Cllr. R. Pearson
- Cllr G. Stow
- Cllr I. Thompson

## **S7/2024 Public question time and participation**

No members of the public were present.

## **S8/2024 Minutes of the previous meeting**

**RESOLVED** to approve and accept the minutes of the Staffing Committee meeting held on 1 May 2024.

## **S9/2024 Terms of reference**

**RESOLVED** that having been reviewed and amended, to recommend that the committee's terms of reference be accepted and approved by the council.

**S10 Budget 2024-25 and 2025-26**

**RESOLVED** that a recommendation be made to the Finance Committee for:

- A contingency to cover potential staff sickness absence.
- An increase in the training budget.

**S11/2024 Exclusion of public and press**

**RESOLVED** that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw, due to the nature of the business about to be transacted which is considered to be prejudicial to the public interest.

**COMMITTEE IN PRIVATE SESSION**

**S12/2024 Staffing matters**

**a) Review of any impact of councillors' behaviour on members of staff**

**RESOLVED** that the current procedures are sufficient.

**b) Update on new members of staff and to reaffirm the respective appointments**

The town clerk provided an update on the progress of the new members of staff.

**RESOLVED** that:

- The town clerk's reported be accepted and approved.
- The appointment of the new members of staff be reaffirmed.

**c) Other staffing matters**

None.

**S13/2024 Date of next meeting**

**RESOLVED** that the next meeting of the Staffing Committee will be held on Wednesday 15 January 2025 at 5pm.

Signed ..... Date .....

Chairman