

BEXHILL-ON-SEA TOWN COUNCIL

Minutes of the **HUMAN RESOURCES SUB- COMMITTEE** meeting of the
BEXHILL-ON-SEA TOWN COUNCIL
On Thursday 1st September 2022 at 1.30pm

PRESENT: Cllr Baldry; Cllr Gibson; Cllr Rustem

ALSO IN ATTENDANCE: J Miller, Clerk.

00235. TO RECEIVE APOLOGIES FOR ABSENCE

It was **RESOLVED** to receive apologies for absence from Cllr Plim.

00236. TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

There were none.

00237. MINUTES

It was **RESOLVED** to approve the minutes of the meeting of 7th July 2022.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press were asked to leave the meeting during consideration of item 238:

00238. STAFFING MATTERS

- a) To review performance and objectives
Performance against objectives to date was reviewed.
- b) The following actions were reviewed:
 - i. The clerk's contract had been circulated to HR Sub Committee members.
 - ii. The details of how an independent salary evaluation is carried out will be circulated to HR Sub Committee members.
 - iii. All HR Sub Committee members had been sent details of how to access the HR advisory service.
 - iv. The clerk will provide a breakdown of weekly timesheets to HR Sub Committee members, as contracted hours are regularly being exceeded due to committee workloads – noted.
 - v. The clerk presented staffing structure ideas to the Finance and General Purposes Committee on 20th July 2022 to consider future resourcing. A temporary finance officer to perform backdated input and a future committee clerk will be recommended to Finance and General Purposes Committee.
 - vi. The HR Sub Committee will consider the following matters at the next meeting:
 - a. Staff car usage
 - b. Staff personal telephone usage

c. Stress/mental health support for staff

- vii. The HR report was reviewed, and it was **RESOLVED** to recommend to full council that the recommendations and observations are adopted.

00239. DATE OF NEXT MEETING – 20th OCTOBER 2022

Meeting closed at 14:50pm

Signed.....

Date.....