

STAVELEY TOWN COUNCIL

Minutes of a meeting of the HR Committee held on 9 September 2025 at 3.00pm in the Frecheville Room at Staveley Hall, Staveley.

Present: Councillors S Bean, S Hartley, and P Jacobs

In attendance: Mrs S Doherty (Town Clerk and RFO)

HR2526-12 Apologies for Absence

Apologies had been received from Cllr P Wilson, E Tidd and P Mann.

HR2526-13 Declarations of Interest

There were no declarations of interest received.

HR2526-14 Minutes of the Previous Meeting

RESOLVED: That the minutes of the meeting held on 15 July 2025 be approved and signed as a correct record.

HR2526-15 Staff Handbook

Councillors considered the document and went through page by page agreeing amendments to each section.

The Clerk was asked to look into the options for pensions to bring back to a future meeting.

RECOMMENDED: That Council adopt the Employee Handbook as amended.

HR2526-16 Exclusion of Press and Public

RESOLVED: That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters, the public and representatives of the press be excluded from this meeting during the discussion thereof.

HR2526-17 Suspension of Standing Order 3y

RESOLVED: That Standing Order 3y be suspended for a period of 30 minutes to enable the following business to be concluded.

HR2526-18 Staffing Matters

Councillors considered the motion and advice provided. A full discussion was held with no outcome agreed.

The Chairman closed the meeting at 5:55pm.

Chairman Signature: _____