
MINUTES OF THE HUMAN RESOURCES COMMITTEE MEETING OF
BROCKWORTH PARISH COUNCIL TO BE HELD ON 13TH FEBRUARY
2020 AT THE BROCKWORTH COMMUNITY CENTRE AT 2.30 PM

- (1) Welcome from Vice Chair of Committee
- (2) Attendance of those present to be recorded
Councillors Charlotte Parry (Chair), Scott McNeill, Ruth Hatton, Debbie Harwood, Sara Stevens,
- (3) Apologies for absence received to be recorded from Cllrs Louise Gerrard and Tracey Poulton
- (4) No Declarations of interests on matters on the agenda to be received
- (5) No Public session at the discretion of the Committee Chair
- (6) Approved and signing of draft minutes of previous meeting held on 29th January 2020
- (7) **Chair advised that due to confidential and sensitive information the exclusion of press and public under Standing Order 10A is necessary and the Committee will consider the following item in closed session**
- (8) STAFFING MATTERS CONSIDERED
 - (a) Pay increase due increase in National Minimum Wage. Policy of Council is to maintain differential of staff taking into account minimum wage.
 - (b) Un-used holiday for 2019/20. Policy is no holiday carry forward from 1/4/20. All holiday must used in the year it is accrued in accordance to contracts. Proposed that all staff may take a maximum of 5 days into 20/21 on this occasion only in recognition of exceptional circumstances. All Holiday must still be cleared by line-manager. Any holiday exceeding the 5 days, not taken will be lost. (Cllr Parry arrived at this point).
- (9) Date of next meeting to be confirmed as needed
- (10) Meeting closed at 2.56pm