



Bletchley and Fenny Stratford Town Council

Minutes of a meeting of the Human Resources Committee of the Council held at Bletchley Library, Westfield Road commencing at 6.30 pm on Tuesday 9 April 2019

Present: Cllrs Sam Browne, Ethaniel Kelly-Wilson (Chair), Michael McDonald and Shirley Rolfe,

Absent: Cllrs Keith Ely, Richard Graham, Ed Hume and Mohammed Rohim

In attendance: Delia Shephard, Town Clerk

Min ref

HRCOM/
2019/20-14

Apologies for absence had been received from Cllrs Ely, Hume and Graham.

Apologies for absence had not been received from Cllr Rohim

HRCOM/
2019/20-15

Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members are required to declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting. There were no declarations of interests made by any councillor present.

HRCOM/
2019/20-16

It was **RESOLVED** to approve the minutes of the meeting of the HR Committee held on 2 April 2019 as a correct record of proceedings.

HRCOM/
2019/20-17

It was **RESOLVED** that members of the public be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

HRCOM/
2019/20-18

A presentation to be given at full council on Tuesday 16 April 2019 was discussed and it was **RESOLVED** to present the new HR structure to full council using this presentation rather than giving a written report. The Chair of the Committee would deliver the presentation.

Further feedback on the draft new job descriptions which had been considered at the last meeting was discussed and a number of changes were made. Alternative job titles were also discussed and it was agreed that the job titles might still be subject to review. The clerk confirmed that under the council's terms of reference full council is responsible for approving changes to the staff establishment recommended by the HR Committee and discussion followed about sending out the job descriptions for each new post to all members of full council. It was **RESOLVED** to have these available at the meeting rather than send them out in advance to non-committee members.