

Minutes of the HR Committee of Kegworth Parish Council Meeting held on Monday 8 April 2024 at 6.30pm, at the Parish Council Offices, 1 London Road, Kegworth

Present: Cllrs Sutton, White, and Williams (Chair), also Clerk D Griggs.

01/24 Apologies for Absence: It was resolved to accept apologies for absence from Cllr Vicky Saunders. Reasons given and approved.

02/24 Declarations of Interest in Items on the Agenda: None declared.

03/24 Set Dates for the Clerk's Appraisal: It was resolved to set the dates for the Clerk's appraisal as 3 June 2024 and 2 December 2024. To be conducted by Cllrs Williams and White.

04/24 Exclusion of Press & Public: It was resolved that, in view of the confidential nature of the following agenda item, the press and public be excluded from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, Section 1.

05/24 Consider the Clerk's Leave of Absence Requests: Councillors resolved to approve the Clerk's leave of absence requests for 2024.

06/24 Receive Information about the NJC Grade and Associated Pay Bands for the Council's Employees and Agree any Actions: Councillors discussed the tabled document and resolved that once the criteria and NJC levels for the Clerk and Lengthsman roles had been agreed, they would be fed back to the HR consultant.

The meeting closed at 7:05 pm.

Signed

Dated