



Radcliffe on Trent Parish Council

The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB

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You are invited to attend a meeting of the **Human Resources Committee** which will be held on **Monday 17th February 2025** commencing at **18.00** in the **Radcliffe Room, The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB**.

In the interests of transparency, the council asks that any person wishing to record the meeting's proceedings inform the Chairman prior to the start of the meeting and that recording equipment is on view.

Interim Clerk/RFO

AGENDA

	Chair's Welcome
Open Forum	Members of the public are welcome to present any matter to the wellbeing of Radcliffe on Trent each resident will receive the attention of the Council for a period of 5 minutes each with a maximum of 15 minutes total
HR25-027	Apologies for absence
HR25-028	Declaration of members interests and dispensation from non-participation
HR25- 029	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and resolve to exclude public and press for these items.
HR25-030	<u>To approve the minutes of the meeting held on 5th November 2024</u>
HR25-031	To review and note the remaining staffing budget for the 2024/25 financial year <i>Exclusion of Public and Press recommended as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</i>
HR25-032	To receive an update on current staffing and agree any actions required <i>Exclusion of Public and Press recommended as publicity would be</i>

	<i>prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</i>
HR25-033	<p>To consider a transition of staff annual leave from January-December to an April-March year</p> <p><i>Exclusion of Public and Press recommended as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</i></p>
HR25-034	<p>To note a decision of the Amenities Committee regarding bin emptying from April 2025 and agree any actions required</p> <p><i>Exclusion of Public and Press recommended as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</i></p>
HR25-035	<p>To consider a revised job description for the prospective recruitment of Facilities Operative role and recommend the commencement advertisement</p> <p><i>Exclusion of Public and Press recommended as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</i></p>
HR25-036	<p>To consider candidates from the recruitment process and recommend an appointment(s) if applicable</p> <p><i>Exclusion of Public and Press recommended as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</i></p>
HR25-037	To receive any items for notification to be included on a future agenda – for information only
HR25-038	To note the date and time of the next scheduled planning apps committee meeting: To be confirmed