



## 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 3rd March 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
HR25-039	Apologies for absence
HR25-040	Declaration of members interests and dispensation from non-participation
HR25- 041	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.
HR25-042	<u>To approve the minutes of the meeting held on 17th February 2024</u>
HR25-043	To <b>review</b> and <b>note</b> the remaining staffing budget for the 2024/25 financial year and the supporting staffing comparisons document  <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>
HR25-044	To <b>receive</b> 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>
HR25-045	<p>To <b>discuss</b> current temporary staff appointments and decide on future continuation</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>
HR25-046	<p>To <b>discuss</b> progress on ongoing recruitment 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>
HR25-047	<p>To <b>note</b> the new starter action log and agree any actions</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>
HR25-048	<p>To <b>receive</b> an update on the consultation of staff annual leave year transition and agree any actions</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>
HR25-049	<p>To <b>agree</b> the principles of staff office space refurbishment for the Grange and Grange Hall Committee.</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>
HR25-050	<p>To <b>agree</b> the set up of office based systems for the new Business Operations Manager</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>
HR25-051	To receive any items for notification to be included on a future agenda – for information only
HR25-052	To <b>note</b> the date and time of the next HR committee meeting: <b>To be confirmed</b>