**MINUTES OF THE HR COMMITTEE MEETING HELD ON MONDAY 29th JANUARY 2025 AT 11am AT THE VILLAGE HALL, PINFOLD LANE, HOLTON LE CLAY, DN36 5DL**

**Present: Councillor Anne Wheeler (Chair of HR)**

**Councillor Helen Reynolds**

**Councillor Chris Lyons**

**In attendance:**

**Emma Portas – Clerk/RFO**

1. **CHAIRMAN’S WELCOME:**

The Chairman welcomed all those present and thanked them for their attendance.

1. **TO RECEIVE APOLOGIES FOR ABSENCE:**

Apologies were received from Councillor Patrick Warrener

1. **TO RECEIVE DECLARATIONS OF INTEREST:**

There were no declarations of interest

1. **TO APPROVE THE MINUTES OF THE HR COMMITTEE MEETING HELD ON 17th January 2025 AS A TRUE RECORD:**

Approved

1. **TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1966 DUE TO THE SENSITIVE NATURE OF THE BUSINESS TO BE DISCUSSED:**

Agreed by those present

1. **STAFFING MATTERS:**

The purpose of the meeting was to give consideration to a written request from a councillor to alter the terms of the clerks contract regarding her place of work. The matter was discussed and reasons were put forward by the clerk as to why she wishes for her contract to remain the same. The points were taken into consideration as well as the points raised by the councillor making the request. It was resolved under delegated responsibilities that the clerks current working arrangements will remain in place, as per her signed contract.