

**MINUTES OF THE HR & TRAINING COMMITTEE**  
**HELD ON TUESDAY 9<sup>th</sup> JANUARY 2024 at 6.00PM**

**PRESENT:** Cllr A. Wilson (Chair)      Cllr C. Evans      Cllr D. Hardy

		<b>Who</b>	<b>Date by</b>	<b>Status</b>
<b>40.</b>	<b>APOLOGIES FOR ABSENCE</b> Cllr H. Roberts			
<b>41.</b>	<b>TO RECEIVE DECLARATIONS OF PERSONAL INTEREST FROM MEMBERS IN ACCORDANCE WITH THE COUNCIL'S CODE OF CONDUCT</b> No declarations received.			
<b>42.</b>	<b>TO REVIEW AND PROVIDE UPDATES OF ACTIONS OF THE PREVIOUS MINUTES</b> <ul style="list-style-type: none"> <li>• Clerk will enquire about a SIM only deal for council mobile.</li> <li>• Clerk will continue to work on the janitorial staff rota establishing the needs of the building and users.</li> </ul>	Clerk  Clerk		
<b>43.</b>	<b>POLICIES</b> <b>Sickness Absence Policy</b> – it was agreed that Line Manager's will be notified of absence. All staff contracts will include detail of the Line Manager. It was agreed to <b>RECOMMEND</b> to Council the above policy be accepted.	Council	18/1	
<b>44.</b>	<b>STAFFING:</b> <ul style="list-style-type: none"> <li>• Following a proposed reduction in the staffing budget for 2024-25, the clerk presented a revised restructure. Members will consider this and a meeting will be held on 15<sup>th</sup> January 2023 to discuss.</li> </ul>	Committee		

Meeting finished at 18.30