

ST CLEER PARISH COUNCIL

DRAFT PUBLIC Minutes of the (EXO) HR Committee meeting of St Cleer Parish Council held on 10.03.2026, at The Sports Pavilion, Sports Field, St Cleer.

Minutes written by Clerk Katie-Marie Goodwright on 16.03.26

Agenda points are in black, public minutes are in blue,

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| XOHR2026.03. 11-1 | 1. | <p>Persons Present/Apologies To note persons, present and receive apologies for absence.</p> <p>Minutes: Present - Clerk Katie-Marie Goodwright Cllrs Raymond Pearce ▾ Sue Harbord ▾ Jon Prinn ▾</p> <p>Apologies received: Cllr Laybury</p> <p>Cllr Horsfield present</p> |
| XOHR2026.03. 11-2 | 2. | <p>Receive any Declarations of Interest from Members/Dispensations</p> <ul style="list-style-type: none"> - Disclosable pecuniary interests - Non-registrable interests - Declarations of gifts - Applications for dispensations <p>Minutes: None received</p> |
| XOHR2026.03. 11-3 | 3. | <p>Allow up to 15 Minutes for members of the public to address the council.</p> <p>Minutes: NA</p> |
| XOHR2026.03. 11-4 | 4. | <p>TO REVIEW AND APPROVE previous HR committee meeting minutes from 04.03.25</p> <p>Minutes: Typo on agenda should be minutes from 04.03.26</p> <p>Cllr Jon Prinn ▾ proposed to accept the public and confidential minutes of the last HR meeting held on 04.03.26 as accurate and correct</p> <p>Cllr Raymond Pearce ▾ seconded</p> <p>Outcome: Carried ▾</p> |
| XOHR2026.03. 11-5 | 5. | <p>Date of next meeting: 15th April 2026</p> |
| XOHR2026.03. 11-6 | 6. | <p>*Proposal to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)*</p> <p>Cllr Jon Prinn ▾ proposed to to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)*</p> <p>Due to discussing employment of Temp Clerk / RFO</p> <p>Cllr Raymond Pearce ▾ seconded</p> <p>Outcome: Carried ▾</p> |

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| XOHR2026.03. 11-7 | 7. | TO CONFIRM arrangements for employment of Temp Clerk / RFO role Minutes: <ul style="list-style-type: none">- The role was offered to 2 candidates as a job share - Candidate 1 = Temp Clerk / RFO - 20 hours per week, and Candidate 2 - Temp Assistant Clerk - 10 hours per week. Candidate 2 turned the job offer down so the full role offered to Candidate 1. Cllrs discussed employment arrangements at length Cllr Raymond Pearce proposed to offer Candidate 1 the role of Temp Clerk / RFO, as per drafted contract at NJC SP33 with option to review at 3 months. Cllr Jon Prinn seconded Outcome: Carried |
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Meeting closed at: 19.27

To be ratified by HR committee on: 15.04.26

Signed by:

Signed:

Date signed:

*Note for minutes viewed from our website from - only draft minutes are uploaded to the website from 12.03.25.
Where drafted minutes require changes upon ratification, a modified document will be uploaded to the website with changes highlighted*