



PATELEY BRIDGE TOWN COUNCIL

The Council Chamber, King Street

Pateley Bridge, HG3 5LE

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**MINUTES OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON 7 MARCH
2023 AT 6PM IN THE COUNCIL CHAMBER.**

Present: Cllr. Lumley (Chair), Cllr Holt, Cllr Jefferson and Cllr. Skaife

In attendance: Suzanne Smith, Town Clerk

2223/1 Election of Chair

Resolved: that Cllr. Lumley is elected as Chair.

2223/2 Apologies for absence - None

2223/3 To receive Councillors' Declarations of Interest and consider any requests for dispensations – None

2223/4 Minutes

Resolved: that the minutes of the meeting held on the 24th May 2022 are approved and signed as a correct record.

2223/5 Exclusion of the Press and Public

Resolved that members of the press and public are excluded from item 2223/6 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature.

2223/6 Clerk's Employment

Members gave careful consideration to a detailed proposal tabled by the Clerk relating to her working hours.

In order to ensure that the council can continue to be administered effectively, members **resolved** that the following proposal be put before the full council:

- 1) That the clerk is reimbursed for the 20 hours of extra work she has already done and 52 hours of annual leave which she will be unable to take before the end of the 2022-23 leave year.
- 2) That the clerk's hours are officially raised from 60 to 70 a month with immediate effect.