



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the meeting of the Human Resources Committee held by remote attendance at 7.00pm on Thursday 17<sup>th</sup> April 2025

*The meeting was held in accordance with:*

**The Local Government and Elections (Wales) Act 2021**

### **Members Present:**

**Councillors;** Rhys Jenkins (Chair), Chris Parker, Andrea James.

**Clerk to the Council:** Leigh Smith

**Apologies:** Cllrs. Geraint Hopkins JP, David Evans.

**Absent:** None.

### **HR2025/009 Welcome and Apologies**

The Chair welcomed all attendees.

#### **a) RESOLVED**

That the reason proffered with Cllr David Evans' apology for absence be accepted as a valid reason for absence.

#### **b) RESOLVED**

That the reason proffered with Cllr Geraint Hopkins' apology for absence be accepted as a valid reason for absence.

### **HR2025/010 Disclosures of Interests**

None.

## **HR2025/011 Minutes of HR committee meeting held 6<sup>th</sup> March 2025**

### ***RESOLVED***

To approve the minutes of the HR committee meeting held on 6<sup>th</sup> March 2025 as a true and accurate record.

## **HR2025/012 Exclude press and public**

### ***RESOLVED***

By virtue of the Public Bodies (Admission to Meetings) Act 1960, to exclude the press and public from all following items of business considered at the meeting on the basis that with regards to all following agenda items, disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

## **HR2025/013 Appointment of Assistant Clerk**

### ***RESOLVED***

To appoint Rebecca Jenkins as Assistant Clerk on the following terms:

Employment to commence 1st May 2025.

Hours of work: 24 hours per week. (To be arranged with the Clerk).

Pay: SCP 16 rising to SCP 24 upon satisfactory completion and signoff of the documented training and achievement plan.

All other terms of contract as per NALC standard contract.

## **HR2025/014 One Voice Wales 5 yearly-assessment of the Council in line with the NALC LC scale.**

### ***RECOMMENDED***

To engage One Voice Wales to carry out an independent, non-binding grading assessment of the Council and the Clerk for a cost of £220.

## **HR2024/015 Urgent information or suggestions for future agendas**

None.

There being no further business the meeting closed at 6.50pm

**Date of next meeting: TBD**

Councillor Rhys Jenkins  
Chair of the HR Committee.