



## **LLANHARAN COMMUNITY COUNCIL**

24th March 2022

### **To Members of the Human Resources Committee.**

The next meeting of the HR Committee will be held at 7pm on Tuesday 29<sup>th</sup> March 2022

The meeting will be held on a remote basis in accordance with:  
**The Local Government and Elections (Wales) Act 2021**

### **The following resolution applies to meetings of the HR committee.**

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

### **The agenda will be as follows:**

1. To welcome all attendees and receive any apologies for absence.
2. To receive any disclosures of personal and/or prejudicial interests from members in accordance with the Code of Conduct.
3. To approve as a true and accurate record the minutes of the HR Committee meeting held remotely at 7pm on Monday 1<sup>st</sup> November 2022.

#### ***Appendix One***

4. To discuss any matters arising from the minutes.
5. To approve the method, timescales and other arrangements to recruit for an Office Administrator.

#### ***Appendix Two***



6. To consider the implications of the NJC 2021/22 pay award.

***Appendix Three***

7. To consider staff pay rates and contracts for the financial year 2022/23.

***Appendix Four***

8. To consider any items which the Chair considers should be discussed as a matter of urgency, or to be included on the agenda for the next meeting.

A handwritten signature in black ink, appearing to read 'Leigh Smith', with a stylized flourish at the end.

Leigh Smith  
Clerk to Llanharan Community Council.