



**LLANHARAN COMMUNITY COUNCIL**  
**MINUTES OF THE HUMAN RESOURCES COMMITTEE**

**Held on:**  
**Thursday 4<sup>th</sup> June 2020**  
**1.30pm**

**The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.**  
**Enabling meetings of local authorities held before 1 May 2021 to be held by**  
**means of remote attendance.**

**PRESENT:**

Cllr Geraint Hopkins (Chair)  
Cllr Roger Turner  
Cllr Chris Parker  
Cllr Pam Uppal  
Cllr Robert Lewis-Watkin

Paul Egan (Deputy Chief Executive, One Voice Wales (OVW))

Catherine Kennedy (Acting Clerk)

<b>1</b>	<b>WELCOME &amp; APOLOGIES</b> The Chair welcomed Members to the meeting, no apologies were received.
<b>2</b>	<b>DECLARATIONS OF INTERESTS</b> No declarations of interest were made.
<b>3</b>	<b>MINUTES</b> It was noted that the Minutes of the previous Meeting of the Human Resources Committee, held on 15 <sup>th</sup> May 2020, were agreed as an accurate record of events.
<b>4</b>	<b>The following resolution for items 5 &amp; 6 was unanimously agreed by members present.</b> “By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussion of the full item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted”.

<b>5</b>	<b>STAFF MATTERS RECOMMENDED</b> That council agree to the recommendations of the HR committee regarding this item.
<b>7</b>	<b>By request of the Chair, item 7 was brought forward:</b>  <b>To discuss 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.</b>  No matters of urgency were brought to the attention of the Chair.
<b>6</b>	At this stage the Acting Clerk left the meeting.  <b>ASSISTANT CLERK</b> To review the job description and terms and conditions for the role of Assistant Clerk.

Cllr Geraint Hopkins  
Chair of the HR Committee