



## LLANHARAN COMMUNITY COUNCIL

HR Minutes 22/07/2021

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#### HR COMMITTEE MINUTES

**Minutes** of the **HR Committee** held by video link at 7pm on Wednesday 22nd July 2021 in accordance with the:

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

**Present: Councillors:** Geraint Hopkins (Chair), Chris Parker and Robert Lewis-Watkins,

**Clerk to the Council/Responsible Financial Officer:** Tracey Rees

**HR2021/005 Welcome and apologies for absence** The Chair welcomed all attendees and accepted apologies from Councillor Pam Uppal, Rhys Jenkins

**HR2021/006 Disclosures of personal and prejudicial interests**  
None

**HR2021/007 Minutes: Resolved:** The minutes of the meeting held on 14th July 2021 by remote attendance were approved as an accurate record.

**HR2021/08 Recommended** that an approach to sickness and return to work procedures were undertaken and further reports given to HR committee.

**HR2021/09 Recommended**

1. A meeting with HR members to discuss workload solutions matrix to assist Clerk with backlog of work discussed.
2. Additional temporary part time grounds person to be employed and advert organised for the post. (15 hours).

**HR2021/10 Recommended** Continuation of training in financial packages.

**Matters arising** There were no matters arising from the minutes.

1. Meeting to be arranged for Audit committee in August regarding Christmas lights.

Cllr. Geraint Hopkins Chair of the HR Committee

