



Radcliffe on Trent Parish Council

The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB

Tel: 0115 933 5808,

Email: clerk@radcliffeontrentparishcouncil.gov.uk,

Web: rotpc.gov.uk

Minutes of the meeting of the Human Resources Committee which will be held on Wednesday, 11th June 2025 commencing at 9.00am in the Dowson Room, The Grange, Vicarage Lane, Radcliffe-on-Trent, Nottingham NG12 2FB.

Members Present:

Cllr Troy Jenkinson	Cllr Nikki Farnsworth	Cllr Kirsty Hyndes
Cllr Matt Douglas	Cllr Irene Dovey	Cllr Oli Bere (remote)

Also present:	Cllr Sue Clegg and Cllr Anne McLeod - non voting
Staff present:	Joe Pope (Business Operations Manager)

	<u>Chair's Welcome</u>
	<u>Open Forum</u>
HR26-001	<u>Apologies for absence</u> None
HR26-002	<u>Declaration of members interests and dispensation from non-participation</u> A declaration of interest was noted from Cllr McLeod.
HR26- 003	<u>To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2)</u> It was agreed that members of the public and press should be excluded from the confidential agenda items. There were no members of the public or press present at the meeting.
HR26-004	<u>To approve the minutes of the meeting held on 2nd May 2025</u> The minutes from the meeting held on the 2 nd May 2025 were unanimously approved. It was noted that these will be signed by Cllr Jenkinson after the meeting.

HR26-005	<p><u>To receive a confidential staffing update and agree any actions necessary</u> <i>This item was excluded from the public and press</i></p> <p>Confidential updates were received and noted. A resulting action was proposed and seconded, and unanimously agreed.</p>
HR26-006	<p><u>To consider Operations update and review of staffing organisation</u> <i>This item was excluded from the public and press</i></p> <p>A new Caretaker has been appointed and will take up position with effect from 28th June 2025. The Business Operations Manager was thanked for his prompt action and management of this.</p> <p>A recommendation was made by the Business Operations Manager to recruit an additional full time Grounds person. After discussion, acceptance of this recommendation was proposed and seconded, and unanimously agreed.</p>
HR26-007	<p><u>To consider temporary contracts for seasonal ground staff</u> <i>This item was excluded from the public and press</i></p> <p>A recommendation was made by the Business Operations Manager to engage temporary staff to work over the summer period, in line with budgetary allowances. After discussion, acceptance of this recommendation was proposed and seconded, and unanimously agreed.</p>
HR26-008	<p><u>To consider additional use of contractors to support with grounds maintenance costs vs additional employees</u> <i>This item was excluded from the public and press</i></p> <p>Following discussions with Streetwise, it has been identified they can provide a number of additional services.</p> <p>After consideration as to which would be of most benefit to the Village, a recommendation was made that Streetwise are engaged to provide additional services during the summer months.</p> <p>In consideration of the recommendation, it was agreed this will assist in the maintenance of the green spaces within the Village, and the additional presence in the village will be a further deterrent to the current spate of antisocial behaviour.</p> <p>It was unanimously agreed to grant authority to the Business Operations Manager to confirm the costs and to proceed in line with recommendations.</p>
HR26-009	<p><u>To agree a date to discuss changes to staffing structure</u> <i>This item was excluded from the public and press</i></p> <p>It was agreed that the Business Operations Manager will circulate dates for consideration.</p>
HR26-010	<p><u>To receive items for notification to be included on a future agenda – for information only</u></p> <p>Staff appraisals</p>

HR26-011	<u>To note the date and time of the next HR committee meeting: To be confirmed</u> TBC
----------	--

The meeting closed at 10.34am

Signed as a true record of the Meeting: _____

Dated _____

Presiding chair of approving meeting