

Minutes



Westbourne

Parish Council

PO Box 143
Emsworth
PO10 9DX

07775654483

clerk@westbourne-pc.gov.uk

Minutes of Westbourne Parish Council's HR Committee which took place on Thursday 21 March at 8pm at The Meeting Place, North Street, Westbourne.

Present: Cllr Roy Briscoe, Cllr Kim Franks, Cllr Jane Gould, Cllr Nigel Ricketts.

In attendance: Clare Kennett, Clerk to the Parish Council

The meeting was chaired by Cllr Gould. No members of the public or press were present.

1. Election of the Chair: Cllr Gould was proposed by Cllr Briscoe and seconded by Cllr Ricketts. A vote was carried out and all were in favour. Cllr Gould was **ELECTED** as Chairman.

2. Apologies for absence: Cllr Richard Hitchcock.

3. Election of the Vice-Chair: Cllr Franks was proposed by Cllr Gould and seconded by Cllr Ricketts. A vote was carried out and all were in favour. Cllr Franks was **ELECTED** as Chairman.

4. Declarations of interest in the items on the agenda: There were no declarations of interest.

5. Confidential business: Members **RESOLVED** to exclude the public and press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted – Public Bodies (Admission to Meetings) Act 1960.

6. Minutes of the meeting held on 19 January 2023: Members **AGREED** to **APPROVE** the minutes as a true record which were signed by the Chairman.

7. Updates and issues from the minutes of 19 January 2023: There were no updates.

8. Personal and Professional Development Review (PPDR): The Clerk's PPDR for 2023/24 was carried out and the document was updated.

9. Contract of Employment: Members considered the circulated draft of the Clerk's contract of Employment which included updates as recommended by NALC. Members **AGREED** unanimously to recommend the contract for ratification by Full Council at its next meeting on 11 April 2024.

10. Announcements and items for the next agenda: There were no announcements.

11. Date of next meeting: It was **AGREED** to hold the next meeting on 16 January 2025.

Meeting closed at 8.20pm.