



The Queen's Hall
High Street
Cuckfield
West Sussex
RH17 5EL
01444 451610
01444 454276

Parish Clerk: Sam Heynes
clerk@cuckfield.gov.uk

**Minutes of the Meeting of the Human Resources Committee
held at 7.30pm on Monday 3rd June 2024**

Present: Mr A Burton (Chairman), Mrs A King and Mr M Sheldon

In Attendance: Mrs S Heynes (Clerk)

Public Question Time: None present.

HR001 To receive apologies for absence

Cllr Oversby-Powell offered his apologies which were noted.

HR002 Declarations of Interest

None.

HR003 To approve the minutes of the meeting held on 4th April 2024

The minutes of the meeting of the 4th April 2024 were taken as read and confirmed as a true record.

HR004 Confidential Business: Staff Matters

Committee resolved to exclude the press, broadcast media and public (pursuant to the Public Bodies (Admission to Meetings) Act 1960) during consideration of the following confidential business to be conducted.

Committee considered the Clerk's verbal report regarding the recent consultation process and resolved to implement the outcome proposed in the previously shared business plan. The Clerk was instructed to implement the approved structure with immediate effect.

HR005 To note items arising after the preparation of this agenda which the Chairman agrees to take as urgent. **Such matters will be for noting only or deferral to a future meeting only.**

None.

The meeting closed at 8.00pm

Signed: _____