



SHAFTESBURY TOWN COUNCIL

## Human Resources Committee

Minutes of the Human Resources Committee (HR) held in the Council Chamber, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Tuesday, 04 July 2017 commencing at 7:00pm.

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**Members Present:**

Councillor Perkins (Chair)  
Councillor Lewer  
Councillor Todd

Councillor Austin (Vice-Chair)  
Councillor Loader

**Officers Present:**

Claire Commons, Town Clerk

### MINUTES

#### Public Participation

There were no members of the public present.

**FC01 Apologies**

All members were present.

**FC02 Declarations of Interest and Dispensations**

All members were invited to declare any interests throughout the meeting if the need arose.

**FC03 Minutes**

It was **RESOLVED** to approve the minutes of the meeting held on 7<sup>th</sup> June 2017 and the minutes were duly signed.

**FC04 Confidential Items**

There was no need to resolve to go into confidential session as no members of the public were present.

**FC05 Staffing Matters**

Officer report 0717HR05 was received. It was;

HR05a **RESOLVED** to adopt the policy for dealing with abusive, persistent or vexatious complaints and complainants.

HR05b **RESOLVED** not to engage further on the complaint contained within the report.

**FC06 Staffing Business Plan**

Officer report 0717HR06 was received and it was **RESOLVED** to **RECOMMEND** the Staff Structure and implementation plan to Full Council.

**FC06 Staff and Councillor Event**

Officer report 0717HR07 was received and it was **RESOLVED** to issue the invitation as shown within the report and agree an agenda between the Clerk and the Chair and Vice Chair of the Committee.

**FC07 Whistle Blowing Policy**

Officer report 0717HR08 was received and it was **RESOLVED** to **RECOMMEND** the Whistle Blowing policy to Full Council for adoption.

**FC08 Officer Report**

Officer report 0717HR09 was received and noted. It was **RESOLVED** to hold the next meeting at midday on 3<sup>rd</sup> August 2017.

There being no further business, the meeting was closed at 12.00pm.

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Signed

Date