
To all Members of the HR Committee of Hughenden Parish Council**You are hereby summoned to attend a meeting to be held on****10th October 2023****6:00pm in the Hughenden Parish Council Office****Cllrs: U. Prashar, D. Main, G. Cadwallader and S. Kearey**Signed: *Philip Truppin*Date: 4th October 2023

The Chair may, at his/her discretion and at a convenient time in the transaction of business, adjourn the meeting to allow any members of the public to address the meeting. Parishioners and others in attendance are reminded that they must remain silent during the transaction of Council business.

AGENDA**1. Public participation**

Members of the public are permitted by the Chair to speak once in respect of business itemised on the agenda for no more than 2 minutes. The period for public participation shall not exceed 15 minutes.

2. Apologies for absence

To receive apologies for absence

3. Declarations of interest

To receive declarations of interest and dispensation requests
In accordance with Sections 30 (3) and 235 (2) of the Localism Act 2011 and Hughenden Parish Council Code of Conduct, Councillors are requested to disclose personal and prejudicial interests on matters to be considered at the meeting.

4. Minutes

To approve the minutes from previous meeting. – Appendix A

5. Priorities for the HRC

To discuss and agree priorities for this committee; suggested items for inclusion:

- (i) Recruitment and Retention of Staff and Councillors
- (ii) Staff Handbook

5. Exclusion of Press and Public

To resolve to exclude the Press and Public from the following items due to the confidential nature of the business to be transacted. That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

6. **Operational Restrictions on Cllr Derrick**

Committee to consider Cllr Main's proposals regarding Cllr Derrick – action from the Council meeting on 26th September 2023

7. **Staffing update**

8. **Temporary Clerk**

Councillors to receive an update on the appointment of a Temporary Clerk

9. **Date of next meeting**

5th December 2023