



Kimberley Town Council

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25th January 2024

Dear Councillor

You are hereby summoned to attend a meeting of the **Human Resources Committee** to be held on **Thursday 1st February 2024** in the Committee Room, Parish Hall, Newdigate Street, Kimberley at **7.00pm**. Members of the public and the press are entitled to attend this meeting as observers.

An agenda is set out below.

Yours faithfully

J Darbyshire

Town Clerk

AGENDA

- HR/24/127 **Apologies for Absence**
- HR/24/128 **Declarations of Interest**
Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.
- HR/24/129 **Minutes of HR**
To approve minutes of HR Meeting 17th October 2023, attached.
- HR/24/130 **Public Question Time**
- HR/24/131 **Staff Handbook**
Review updated Staff Handbook.

- HR/24/132 **Return to Work Form**
To adopt a Return to Work Form.
- HR/24/133 **Staff Contracts**
To discuss amendments to Staff Contracts.
- HR/24/134 **Feedback to Full Council**
Cllr T Mason to do a short feedback report to Full Council.
- HR/24/135 **Dates of Next Meetings**
Estates and Environment – Thursday 8th February 2024
Full Council - Thursday 22nd February 2024
- HR/24/136 **Exclusion of Public and Press**
RESOLVED that, under Public Bodies (Admission to Meetings) Act 1960,
the public and press be excluded from the meeting for the following items of
business on the grounds that it involves the likely disclosure of exempt
information.
No Excluded Items