



COLNEY HEATH PARISH COUNCIL

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**REDACTED MINUTES OF THE COLNEY HEATH PARISH COUNCIL
 HR COMMITTEE MEETING
 HELD VIRTUALLY
 THURSDAY 4 FEBRUARY 2021, 6.45pm**

Members in attendance	
Cllr K Barnes Cllr C Brazier Cllr P Cook	Cllr J Mulroney Cllr R Solts (Chairman) Clerk of the Council, Ms. L. Chaplin
Due to the nature of the virtual meetings, it is noted that members of the public may join and leave without notice so only Councillors leaving and joining the meeting will be documented.	
Other attendees None	

HR-21	APOLOGIES & ANNOUNCEMENTS None received in advance of the meeting. Apologies for slightly late start due to connectivity issues.
HR-22	DECLARATIONS OF INTEREST None declared or received
HR-23	QUESTIONS FROM THE PUBLIC No public present
HR-24	MINUTES OF THE PREVIOUS HR COMMITTEE The minutes of the meeting held 3 December 2020 were noted as being presented to Full Council on 17 December 2020 where recommendations were accepted. The minutes were accepted by the Committee as a true and accurate record duly proposed and seconded then unanimously RESOLVED by a show of hands.
HR-25	STAFF APPRAISALS a) Receipt of the Clerk appraisal 2019/20 The delayed appraisal was received and noted as circulated. b) Appraisal arrangements for Clerk 2020/21 After debate it was duly proposed, seconded and unanimously RESOLVED that an external consultant be appointed to carry out the Clerk appraisal for 2020/21. c) Review draft appraisal example and agree process The Clerk was delegated to select the appropriate appraisal form and timetable.
HR-26	COMMUNITY GOVERNANCE REPORT The Committee noted the report circulated. A recommendation would be submitted to Full Council for approval.
HR-27	CLERK REPORT <ul style="list-style-type: none"> • Updates on staff matters were noted by the Committee. • The next HR Committee would be held in May 2021. <p>The Chairman thanked all for their attendance and closed the meeting at 7.30pm</p>

Meeting closed at 7.30pm

L Chaplin LCGI PSLCC CPFA CiLCA
 Clerk to the Council
 Drafted 08/02/2021
 Presented to Full Council 25/02/2021