

Downham Market Town Council

Minute of the HR Committee Meeting 6th August 2025

Members present; Cllr Pegg (Chairman), Cllr. Pyatt (Vice Chairman), Cllr. Daymond, Cllr. Jordan.

Cllr. Leivers was also present.

The meeting commenced at 6pm as advertised.

Item 1. There were no apologies for absence

Item 2. There were no Declarations of Interest

Item 3. The minutes were not approved as they had not been prepared in time

Item 4. The Committee voted to go into confidentiality

Proposed by Cllr. Jordan Seconded by Cllr. Daymond

That members of the press and public be excluded under the Public Bodies Admission to Meetings Act 1960 whilst matters pertaining to staff and councillors are discussed.

Resolved all in favour.

The meeting went into confidentiality.

Item 5. There are no minutes due to the confidential nature of the item.

The meeting came out of confidentiality.

Item 6. There was a discussion with regards to the selection of an HR Consultant or Independent person. This is required under the terms of several policies that pertain to the HR Committee. There was discussion regarding the HR companies that had been detailed in council emails and it was decided that they did not meet the HR Committee requirements and the fees were generally too high and wouldn't be value for money for this committee's purposes. The Chairman had contacted the HR Consultant that NALC mentioned on their website. The Chairman detailed the discussion he had with the consultant and that it was noted that he could do "one off" consultations with the HR Committee which is what is required.

It was resolved that Personnel Advice and Solutions Ltd. be appointed for the HR Independent Consultant and used when necessary.

Proposed by Cllr. Pyatt Seconded by Cllr. Daymond

Resolved All in Favour.

The Chairman closed the meeting at 7.05pm