

# Ongar

## Town Council



Aimi Middlehurst  
Town Clerk



9<sup>th</sup> January 2014

### TO MEMBERS OF THE HUMAN RESOURCES COMMITTEE

You are hereby summoned to a meeting of the **HUMAN RESOURCES COMMITTEE** to be held in the **COUNCIL CHAMBER, BANSONS, BANSONS WAY, ONGAR** on **THURSDAY 16<sup>TH</sup> JANUARY** commencing at **7pm** for the transaction of business as set out below. Members of the public and press are cordially invited to attend

Town Clerk

### AGENDA

#### **29/13 Apologies for absence**

Councillors are asked to forward their apologies for not attending the meeting

#### **30/13 Declaration of Disclosable Pecuniary Interests (DPIs), Other Pecuniary Interest and Non Pecuniary Interests under the Council's adopted Code of Conduct with regard to agenda items.**

Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (Non Pecuniary interests) of that Code. Members are also subject to paragraphs 9-11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.

**31/13 Public participation session with respect to items on the agenda previously notified to the Clerk.** The Council will hear first from Councillors with prejudicial interest who must leave the room immediately after they have made their representations, answered questions or given evidence. Councillors cannot remain in the room to hear representations of others. After the close of the public participation session, any member having left due to Section 12 (2) may rejoin the Council. When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure and where appropriate leave the meeting. The maximum time allowed for this item is **15 minutes**.

#### **32/13 Minutes of the meeting of 7<sup>th</sup> November 2013**

#### **33/13 Clerk's Report**

#### **34/13 Matters arising for report from the previous committee meeting**

#### **35/13 Health & Safety Review**

- To review the action points and progress to date
- To consider the alternative guidance available for the next review

#### **36/13 Distribution of Councillor Agenda Packs**

- To review action points and progress to date

#### **37/13 Unlisted Items**

- Unlisted items can be raised by Councillors or members of the public but no discussion will be held at the time of the meeting. **This will be time limited to five minutes.**

