



**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF THE ADMIN & H/R COMMITTEE HELD ON
TUESDAY 12th MARCH 2024 AT 2.00PM
AT THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH**

PRESENT

Chairman Cllr A Turner
Cllrs J Biss, S Coombs, I Parkinson
Clerk- Susanne Barter
No members of the public

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs S Marshall and A Ball who had previous commitments.

Resolved: To accept apologies from Cllrs Marshall and Ball.

No apologies were received from Cllr A Shipley

2. MINUTES

The minutes of the previous meeting on the 5th December 2023 having been circulated, were approved by the Meeting and signed by the Chairman.

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.

None were declared.

4. PUBLIC FORUM

No questions were raised by members of the public.

5. CORRESPONDENCE

None.

6. Salary Sacrifice Holiday Trading

Cllr A Turner proposed to recommend to the Town Council to approve a request from the employees to introduce a salary sacrifice holiday trading scheme on a one-year trial basis in 2025.

Seconded by Cllr J Biss.

Resolved: To recommend to the Town Council to approve a request from the employees to introduce a salary sacrifice holiday trading scheme on a one-year trial basis in 2025. **SB**

7. A RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS IN ACCORDANCE WITH SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO DISCUSS STAFF MATTERS

Cllr A Turner proposed to pass a resolution to exclude the public and press.

Seconded by Cllr I Parkinson.

Resolved: in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business.

Staff matters

Increase in salary

Cllr A Turner proposed to increase the rate of pay for an employee to SCP2.

Seconded by Cllr J Biss.

Resolved: To increase the rate of pay for an employee to SCP2. **SB**

8. FUTURE AGENDA ITEMS

To be advised

9. DATE OF NEXT MEETING

The date of the next meeting of the Committee is to be advised. There being no further business to discuss, the meeting closed at 2.27pm.