



Notes on HR Committee minutes item 20/6

V1 13/11/20

I wrote the minutes of the meeting on 30 September from the notes supplied to me by Cllr Payne. They were not issued as a confidential minute as in the past, as advice from the SLCC and HALC now means that there is no such thing as a confidential minute: all minutes are public.

However, further correspondence with Cllr Payne indicates that this section of 20/6 does not represent what actually happened at the meeting:

- “It was noted that the updated advice (dated 6th April 2020) sent through to RPC by HALC would not increase the allowances in question.
- It was noted that all members wished to follow the guidance of HALC as the official body for employment advice to Parish Councils.”

I am informed by Cllr Payne that the “advice” was an advance copy of a contract template that allows for payment of either SSP or contractual sick pay to council staff as required, and is designed to be used for all levels of council staff – not just Clerks or other professionals. Therefore in itself it cannot be regarded as “advice” or “guidance” on the merits of the Clerk’s request. If other advice was received this should be acknowledged in the minutes.

I would be grateful if the committee would provide me with a form of words that reflects what occurred in the meeting.

Martin Whittaker
Clerk and RFO