Meeting (No)	**HR COMMITTEE (3)**
Time & Date	**5pm on Tuesday 10th November 2026**
Place	**Neston Town Hall**
Document	**Minutes**

Present: Cllrs: S. Wastell (Chair) S. Adderley, S. Jones, S. Hudspeth and P. Kynaston (substituting for S. Davies).

In attendance: Z. Dean (Chief Officer).

PART 1: Items to be considered in the presence of the press and public

17 Apologies for Absence

It was RESOLVED: To accept apologies from Cllr S. Davies – work commitment.

18 Declarations of Interest

None received.

19 Public Participation

No members of the public were present.

20 Minutes

It was RESOLVED: To accept and sign the minutes from the HR Committee meeting held on 8th September 2026.

The Chair signed the minutes as an accurate record of the meeting.

21 Finance

It was RESOLVED: To receive the month 6 committee budget report and EMR report for the HR committee.

22 Budget 2027/2028 Financial Forecast

a) **It was RESOLVED:** To agree the current budget forecast report 2026/27 for the HR Committee.

b) **It was RESOLVED:** To agree the budget forecast report 2027/28 for the HR Committee.

c) **It was RESOLVED:** To recommend to Full Council, via the F&A Committee, the HR Committee's required expenditure for 2027/28.

23 Date of the Next Meeting

The next scheduled meeting of the HR committee will take place on an ad hoc basis as agreed at the Annual Meeting of the Council.

24 Exclusion of the Press and Public

That under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information and staff matters.

PART 2 Items to be considered in the absence of the press and public

25 Staffing Report

a) Members received a staffing report.

b) **It was RESOLVED:** To increase the Community Engagement Officer's hours from 20 to 25 per week with effect from 1st November 2026.

	It was RESOLVED: To increase the ceiling of the Community Engagement Officer's SCP by two scale points.
26	**Staff Hours**
a)	A report was received.
	It was RESOLVED: To award the Community & Environment Manager an additional week of paid leave during 2027/28.
b)	**It was RESOLVED:** To pay the Community & Environment Manager an additional 14 hours in 2026/27 for hours already worked.

Meeting closed at 5:25pm

Signed_____**Dated**_____