

## WALMER PARISH COUNCIL

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### HUMAN RESOURCES COMMITTEE

Minutes of a meeting held on Wednesday 12th May at 7pm at 8, The Strand, Walmer.

Present:

Councillors: Cllr Mrs M Beard-Gould (Chairman), Cllr P Heath,  
Cllr M.Eddy, Cllr J Murray, and Cllr C Weale

Officer: Richard Styles - Clerk

#### 198. APOLOGIES

Cllr Gardner -self isolating - Covid.

#### 199. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2021/2022

Chairman

Cllr Beard-Gould proposed Cllr Weale.

Seconded by Cllr Eddy.

**RESOLVED**

Cllr Beard-Gould retired, and Cllr Weale took the chair.

Vice Chairman

Cllr Murray proposed Cllr Beard-Gould.

Cllr Eddy seconded.

**RESOLVED**

#### 200. MINUTES

The minutes of the meeting held on Wednesday 24<sup>th</sup> of March 2021 were approved as a true record and will be signed by the Chairman as soon as practicable.

Proposed by Cllr Heath.

Seconded by Cllr Eddy.

**RESOLVED**

#### 201. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

None

#### 202. SUCCESSION PLANNING

The committee discussed secession planning to avoid an interim period in administration and to improve levels of resilience when adverse or challenging events impinge upon the Council's functions.

The committee determined on the formation of a working group to investigate ways and means to achieve the objects set out in the debate.

The Cttee agreed that the members of the working group for this project will be the Council Chairman and Vice-Chairman, the Chairman of the HR Cttee and Cllr Le-Chevalier, because of her special insight as interim Clerk in 2021.

The terms of reference were agreed and are based on the draft proposals from Cllr Eddy, with amendments on membership and on identification of resilience issues.

Cllr Eddy proposed that the terms of reference for the HR Cttee be renewed and restated. Seconded by Cllr Weale.

**RESOLVED**

Cllr Weale proposed that the terms of reference for the HR Cttee be adopted in their amended form.

Seconded by Cllr Eddy.

**RESOLVED**

It was felt by the Cttee that the working group should start as soon as is practicable and have a report drafted by no later than May 2022.

Co-option: the Cttee called for the Co-option of Cllr item on the website to be renewed, to encourage further applicants to fill the vacancy.

### **203. DATE OF NEXT MEETING –**

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Signature

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Date

**Meeting closed 2020hrs**