

**Minutes of the meeting of Watton Town Council HR Committee held on Friday
March 14th 2025 at Wayland Hall**

Cllrs present: Stan Hebborn – Chairman of the Committee, Peter Bishop and Gill Tarrant

Staff present: Clerk

1. No Apologies for absence received - noted that Sue Hebborn is the reserve member of the Committee.
2. Resolution passed to exclude the public and press to consider confidential staffing matters.
3. No Declarations of Interest made.
4. The minutes of the HR Committee meeting held 14.02.25 were accepted as a true record and duly signed by the Chairman.
5. Staffing Update to include "Plan B"

The Council's Leaves of Absence Policy will be checked to confirm what is covered regarding time off for sickness should leave of absence be required for cosmetic surgery or similar.

A suggestion was made to consider a "Plan B" for staff absences, particularly should any staff be off long term.

Should staff feel they would benefit from support not identified on any Occupational Health Report it was felt they should make a request in writing to be considered by the HR Committee.

 11 Apr 2025