



Andover Town Council HR Sub Committee Minutes

Time and date	2.30pm on Tuesday 5 November 2024
Place	Andover

HR SUB COMMITTEE - QUORUM = 3 (as per TERMS OF REFERENCE)							
Councillors Present:		Arrival time noted if after meeting start					
Cllr S Hardstaff (Chairman)	✓		Cllr K Bird (Vice Chairman)	✓		Cllr E Reynolds	x
Cllr M Farron	✓						

ELECTION OF CHAIRMAN	
HR 001/11/24	It was proposed by Councillor K Bird and seconded by Councillor M Farren and RESOLVED: Unanimously , that Councillor S Hardstaff be elected as Chairman of the HR Sub-Committee for the Municipal Year 2024/2025.
ELECTION OF VICE CHAIRMAN	
HR 002/11/24	It was proposed by Councillor M Farren and seconded by Councillor K Bird and RESOLVED: Unanimously , that Councillor K Bird be elected as Vice Chairman of the HR Sub-Committee for the Municipal Year 2024/2025.
APOLOGIES	
HR 003/11/24	Apologies were received from Councillor E Reynolds.
PECUNIARY INTERESTS	
HR 004/11/24	There were no non-pecuniary interests declared.
EXCLUSION OF PRESS & PUBLIC	
HR 005/11/24	It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and RESOLVED: Unanimously , that the Members of the Press and Public be excluded from the meeting from item 4, due to the confidential nature of the agenda and to comply with GDPR.
DISCUSS TEMP STAFF STRUCTURE AND REMUNERATION	

HR 006/11/24	It was proposed by Councillor M Farren and seconded by Councillor K Bird and RESOLVED: Unanimously , that it be recommended to the Policy and Resources Committee, that the Acting Town Clerk/RFO is moved onto the LG Pay scale 37 and the Acting Deputy Clerk/Deputy RFO is moved onto the LG Pay Scale 28.
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DISCUSS FUTURE STAFF STRUCTURE	
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HR 007/11/24	It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and RESOLVED: Unanimously , that the revised staffing structure be recommended to the Policy and Resources Committee.
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2024 PAY INCREASES (LG)	
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HR 008/11/24	It was noted that the Local Government pay rates had been announced and will be implemented. Staff pay rises would be backdated to 1 April 2024 in line with the new rates.
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2025/26 BUDGET	
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HR 009/11/24	It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and RESOLVED: Unanimously , that a staffing budget of £225,000 be recommended to the Policy and Resources Committee for 2025/2026.
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MEETING CLOSURE	
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HR 010/11/24	The Chairman closed the meeting at 3:05 pm .
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