



Wimborne Minster Town Council

Town Hall, 37 West Borough, Wimborne, Dorset, BH21 1LT

Minutes of the HR Committee meeting held on **Tuesday 11 February 2025** at 7.45pm in the Committee Room at Wimborne Minster Town Hall, 37 West Borough, Wimborne, Dorset BH21 1LT.

Present:

Councillors: C Brown, J Morgan, R Nash, C Ryan and S Wheeler (Chairman of the Committee).

Officers: L Harrison (Town Clerk) and N Gray (locum Town Clerk)

Members of the public: none.

HR/2024/024 Apologies for absence

Apologies were received from Councillors S Bartlett (business), W Chakawhata (business), J Hart (non-business), L Hector (non-business), B Jaggs (non-business), and I Sandy (business). Councillor Morgan proposed to accept all apologies, seconded by Councillor Nash, all in favour.

Resolved

HR/2024/025 Declarations of interest and dispensations

Councillor Brown declared a non-pecuniary interest (Town Crier and member of Wimborne Militia).

HR/2024/026 Public Participation

None.

HR/2024/027 Minutes HR Committee 5 November 2024

Councillor Nash proposed to approve the minutes of the meetings on 5 November 2024 as correct records to be signed by the Chairman, seconded by Councillor Ryan, all in favour. **Resolved.**

HR/2024/028 Exempt business

Councillor Wheeler proposed to go into exempt business due to the confidential nature of the agenda items to be discussed (staffing matters), seconded by Councillor Morgan, all in favour.

Resolved

Handwritten initials "AA" in black ink.

HR/2024/029 General staff matters

The confidential report on staff leave, sickness etc. from 1 April to 31 January 2025 was noted. Councillor Wheeler proposed to approve the cost of £262.50 towards the attendance of the Cemetery Manager on the ICCM Education Seminar 2025 in support of her current Diploma study qualification, seconded by Councillor Morgan, all in favour. **Resolved**

The Town Clerk read out a statement in relation to communication she had received from Dorset Council's Monitoring Officer. The Town Clerk then left the room and the Locum Clerk took over clerking the meeting.

Members discussed the content of the statement noting their dismay at the actions of the Monitoring Officer in respect of the Clerk, given this had been done with no regard to the Council's own HR policies or processes. However, members further noted that the second matter of whistleblowing was an acceptable practice, and this element of the statement should be investigated further. Councillor Wheeler proposed a two-part resolution. Firstly, the Finance and Governance Committee were requested to review the Council's current policies and procedures to ensure due diligence specifically when issuing grants. Seconded by Councillor Nash, four in favour, one abstention. **Resolved**

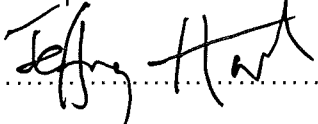
Secondly, regarding the matter in respect of the Clerk, a letter be written by Councillor Wheeler and reviewed by the locum Clerk, to Dorset Council to establish why they took the action they did with no jurisdiction or reference to the Town Council. Seconded by Councillor Ryan, all in favour.

Resolved

Councillor Wheeler proposed that any interaction between the Clerk and the councillor that had triggered the communication from the Monitoring Officer and the Town Clerk be monitored by Councillor Hart and Councillor Ryan, by way of copying into emails, or being present at any physical meetings, to ensure a duty of care to the Clerk. Seconded by Councillor Morgan, all in favour. **Resolved.**

HR/2024/030 Close of meeting

The meeting was closed at 8.26pm.

Signature of Chairman: 

Date: 25 March 2025


Chairman's initials:

