

# CAMBORNE TOWN COUNCIL

**Council Offices:**

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**To all members of the Staffing Committee.**

Councillors: D Wilkins (Chairman) Mrs V Dalley (Vice Chairman),  
M Champion, J P Collins, Z Fox, M Pearce, G Winter.

I hereby summon you to a meeting of the Staffing Committee to be held  
in the Council Chamber, The Passmore Edwards building, The Cross,  
Camborne, on Thursday 26th July 2018 at 10.30am

**AGENDA**

1. Safety Procedures.
2. To receive apologies for non-attendance.
3. Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda including any gifts or hospitality exceeding £25.
4. To approve written request(s) for dispensations.
5. Chairman's Announcements.
6. To receive and approve the minutes of the meeting of the Staffing Committee held on the 27<sup>th</sup> June 2018 and the Chairman to sign them.
7. Matters arising, where no substantive item below, for information only.
8. To receive the current net position by code of the Staffing Revenue Budget 2017/2018, note committed expenditure to date and agree any appropriate action.
9. To receive and note the National Joint Council for Local Government Services Pay scales and Allowances applicable from 1<sup>st</sup> April 2018 and 1<sup>st</sup> April 2019.

10. That the Council resolves under the 1960 Public Bodies (Admission to Meetings) Act, to exclude the press and public due to the confidential nature of the business to be discussed.
11. To receive the annual performance appraisals for the
  - a) Amenities Technicians
  - b) Amenities and Projects Officer
  - c) Finance and Administration Officer
  - d) Administrative Assistant
  - e) Committee Support Officer
12. To consider the training and development needs of the
  - a) Amenities Technicians
  - b) Amenities and Projects Officer
  - c) Finance and Administration Officer
  - d) Administrative Assistant
  - e) Committee Support Officer

agree action and authorise expenditure accordingly.
13. To consider the terms and conditions of employment of the
  - a) Amenities Technicians
  - b) Amenities and Projects Officer
  - c) Finance and Administration Officer
  - d) Administrative Assistant
  - e) Committee Support Officer

agree action and authorise expenditure accordingly.
14. To receive a verbal progress report from the Town Clerk regarding recruitment to current vacancies and approve any appropriate action.
15. To re-admit the press and public
16. To consider a request from Cornwall College for a student internship in the library and agree action accordingly.
17. To receive a verbal progress report from the Town Clerk regarding the Review of the Organisation's Structure and Staffing and agree any appropriate action.
18. To receive a progress report regarding Corporate Identity wear.

19. To receive the Cornwall Pension Fund Employer Newsletter July 2018 and agree any action.

Given under my hand this 19th day of July 2018

Amanda Mugford  
Town Clerk

*This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.*

*Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **we cannot guarantee this**, especially if you are speaking or taking an active role.*