

Agenda



The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

COMMITTEE:

To all Members of the Staffing Committee

COUNCILLORS:

**Mrs V Dalley (Chairman), D Wilkins (Vice Chairman) (ex officio),
M Champion, J P Collins, Ms Z Fox, M Pearce, M Williams**

I HEREBY SUMMON YOU TO A MEETING:

of the Staffing Committee

TO BE HELD:

Remotely via Zoom

ON:

Tuesday 10th November 2020 at 10.30am

1. Meeting 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 Staffing Committee meeting held on 1st October 2020.
7. To receive and approve the redacted minutes of the Staffing Committee meeting held on 1st October 2020.
8. Matters arising, where no substantive item below, for information.

9. To receive the Staffing Income and Expenditure Budget Report to the end of September 2020.
 10. To receive a written report from the Acting Town Clerk regarding the Staffing Committee Draft Revenue Budget 2021/2022- and three-year financial plan and draft budget agree action and authorise associated expenditure.
 11. To receive a timetable for setting the 2021/22 budget.
 12. To consider a revised payroll payment date for December 2020, agree action and authorise expenditure.
 13. To ratify actions taken in relation to staff health and safety due to COVID19 national restrictions in place, agree action and authorise expenditure.
 14. To receive and note a Cornwall Pension Fund Employer Newsletter for October 2020.
 15. To receive correspondence from National Association of Local Councils (NALC) regarding National Salary Award Minimum Leave Entitlement 2020-2021 agree action and authorise associated expenditure.
 16. 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.
 17. To receive a verbal update from the Acting Town Clerk on Office staffing and training progress. Agree action and authorise expenditure.
 18. To receive a verbal update from Skylite Associates regarding the Town Clerk vacancy, duties, and responsibilities. Agree action and authorise expenditure.
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Given under my hand this:

3rd day of November 2020

Samantha Hughes
Acting Town Clerk

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