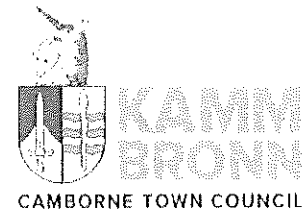


Agenda



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:

Wednesday 13th January 2021 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 2nd December 2020, for signing by the Chairman at a later date.
7. To receive and approve the redacted minutes of the Staffing Committee meeting held on 2nd December 2020, for signing by the Chairman.
8. Matters arising, where no substantive item below, for information.

9. To receive the Staffing Income and Expenditure Budget Report to the end of November 2020.
10. To receive revised staff rotas and working arrangements, agree action and authorise expenditure.
11. To receive updated Risk Assessments for Amenities Operations and Library Services updated 5th January 2021 and agree action.
12. To receive and note a Cornwall Pension Fund Employer Newsletter for December 2020.
13. 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.
14. To receive an updated Job Description and Person Specification from Skylite Associates on the Town Clerk, agree any action and authorise expenditure.
15. To receive a verbal update from Skylite Associates regarding annual leave entitlement and receive an updated Annual Leave Policy for review, agree action and authorise expenditure.
16. To receive a draft employment contract for review, agree action and authorise expenditure.

Given under my hand this:

6th day of January 2021



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.