

Meeting Minutes

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

MINUTES:

of the meeting of the Staffing Committee held in the Council Chamber, Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Wednesday 8th September 2021 at 10.30 am.

PRESENT:

**Councillor Mrs V Dalley
Councillor M Champion
Councillor Ms Z Fox
Councillor C Godolphin
Councillor C Lawrence
Councillor Mrs M Williams
Councillor D Wilkins**

**Chairman
Vice Chairman
(ex officio)**

IN ATTENDANCE:

Samantha Hughes, Town Clerk; Melanie Negus, Administrative Support Officer.

S.785 SAFETY PROCEDURES

The Chairman explained the safety procedures.

S.786 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

All present.

S.787 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

There were no declarations of interests.

S.788 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no dispensation requests.

S.789 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

S.790 TO RECEIVE AND APPROVE THE MINUTES OF THE STAFFING COMMITTEE MEETING HELD ON 27TH JULY 2021, FOR SIGNING BY THE CHAIRMAN

S.790.2 RESOLVED: that the minutes of the Staffing Committee meeting held on 27th July 2021 were received, approved, and signed by the Chairman

Proposed by Councillor V Dalley
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously by those entitled to vote.

S.791 TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE STAFFING COMMITTEE MEETING HELD ON 27TH JULY 2021, FOR SIGNING BY THE CHAIRMAN

S.791.2 RESOLVED: that the Redacted minutes of the Staffing Committee meeting held on 27th July 2021 were received, approved, and signed by the Chairman

Proposed by Councillor V Dalley
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously by those entitled to vote.

S.792 MATTERS ARISING WHERE NO SUBSTANTIVE ITEM BELOW, FOR INFORMATION ONLY

There were no matters arising.

S.793 TO RECEIVE AN INCOME AND EXPENDITURE REPORT TO JULY 2021 AND AGREE ACTION

The Town Clerk informed members that there was a small overspend in the Staff Recruitment Budget due to unexpected staff movement.

S.793.2 RESOLVED: that an Income and Expenditure Report to the 30th July 2021 was received. The requests for virements detailed in paragraph 4 of the report were approved

Proposed by Councillor C Godolphin
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

S.794 TO RECEIVE AN EMPLOYER NEWSLETTER FOR AUGUST 2021, AGREE ACTION AND AUTHORISE EXPENDITURE

S.794.2 RESOLVED: that an Employer Newsletter for August 2021 was received

Proposed by Councillor D Wilkins
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

S.795 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

S.795.2 RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act, the press and public were excluded due to the confidential nature of the business to be discussed

Proposed by Councillor V Dalley
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

S.796 TO RECEIVE NOTIFICATION OF A MEMBER OF STAFF RETIRING AND AGREE ACTION

S.796.2 RESOLVED: that a notification of a member of staff retiring was received, and delegated authority was given to the Town Clerk to purchase flowers and a thank you card for the staff member

Proposed by Councillor V Dalley
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

S.797 TO RECEIVE A VERBAL UPDATE FROM THE TOWN CLERK ON RECENT VACANCIES, APPOINTMENTS AND INITIAL BUDGET ALLOCATION RECOMMENDATIONS FOR 2022/23

The Town Clerk informed members that the two replacement Library Staff had been recruited and would be starting in a few weeks. The Amenities and Health & Safety Manager, and the Engagement Assistant had started and were settling in well.

She also informed members of some Amenities staffing issues, due to Covid, sickness, and holidays, and asked members to consider extending the employment of the casual staff member of the Amenities team, by two weeks.

S.797.2 RESOLVED: that a verbal update from the Town Clerk on recent vacancies, appointments and initial budget allocation recommendations for 2022/23 were received. Delegated authority was given to the Town Clerk and the Chairman of the Staffing Committee to extend the employment of the temporary Amenities staff member, by two weeks

Proposed by Councillor M Champion
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting
at 10.50 am.

SIGNED BY THE CHAIRMAN.....

DATE