

# Agenda



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

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COMMITTEE:

**To all Members of the Staffing Committee**

COUNCILLORS:

**Mrs V Dalley (Chairman) J Ball (Vice Chairman), Ms Z Fox, C Godolphin, C Lawrence, D Wilkins, M Williams**

I HEREBY SUMMON YOU TO A MEETING:

**of the Staffing Committee**

TO BE HELD:

**Meeting Room, The Basset Centre, Basset Road, Camborne, TR14 8SL**

ON:

**Wednesday 12<sup>th</sup> July 2023 at 10.30am**

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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 Staffing Committee meeting held on 14<sup>th</sup> June 2023, for signing by the Chairman.
7. To receive and approve the Redacted minutes of the Staffing Committee meeting held on 14<sup>th</sup> June 2023, for signing by the Chairman.
8. Matters arising, where no substantive item below, for information.
9. Public Participation (subject to Standing Order 3e members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda, up to a maximum of fifteen minutes).
10. To receive a Staffing Income and Expenditure Report to the end of June 2023, and agree action.

11. To receive a Cornwall Pension Fund Newsletter for June 2023, agree action and authorise expenditure.
12. 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.
13. To receive a copy of the 2nd internal HR bulletin and an update from the HR Assistant on the new HR system.
14. To receive 6-month appraisals for;
  - i) Amenities & Projects Officer & Deputy Proper Officer
  - ii) Engagement Officer
  - iii) Amenities Manager
  - iv) Amenities Technicians (3)
  - v) Events Manageragree action and authorise expenditure.
15. To receive 12-month appraisals for;
  - i) Town Clerk
  - ii) Committee Support Officer
  - iii) Administrative Support Officer
  - iv) Senior Library Officer
  - v) Amenities Technician (4)
  - vi) Library & Council Support Assistant (3)(to follow)
  - vii) HR Assistantagree action and authorise expenditure.
16. To receive a verbal update from the Town Clerk regarding Library resourcing, agree action and authorise expenditure.
17. To receive an update on staffing matters from the Town Clerk and Skylite Associates Ltd, agree action and authorise expenditure.

Given under my hand this 6th day of July 2023

**Samantha Hughes**

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.**