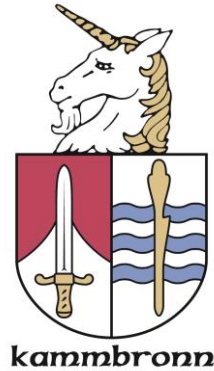


# CAMBORNE TOWN COUNCIL

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Council Offices –  
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### **To all members of the Staffing Committee.**

Councillors: S Odgers (Chairman), W Krey (Vice Chairman), Mrs V Dalley,  
Ms J Merrick, Ms J Robinson, C Godolphin (Ex Officio)

I hereby summon you to a meeting of the Staffing Committee to be held  
in the Clerk's Office, The Basset Centre, Basset Road, Camborne, on  
**Tuesday 7<sup>th</sup> February 2017 at 10.30 am.**

### 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 13<sup>th</sup> December 2016.
7. Matters arising, where no substantive item below, for information only.
8. To receive a report from the Town Clerk on the Staffing Committee revenue budget 2016/2017.
9. To consider a training programme for Councillors following the local government elections on 4<sup>th</sup> May 2017, agree action and authorise associated expenditure.
10. To consider a timeframe for recruitment of staff to deliver services for devolved green spaces and agree action accordingly. .

11. To approve DBS (CRB) checks for Camborne Town Council staff, agree action and authorise expenditure accordingly.
12. To approve the annual Regulatory Reform (Fire Safety) Order 2005 Risk Assessment for Unit 5 Carn Brea Business Park, TR15 3RQ and authorise associated expenditure.
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 the six monthly performance reviews for:
  1. The Amenities and Projects Officer
  2. The Administrative Assistant
  3. Amenities Technician (to follow)
  4. Amenities Technician (to follow)
15. To approve any actions resulting from the six monthly performance reviews and authorise associated expenditure.

Given under my hand this 31st day of January 2017

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.*