

# CAMBORNE TOWN COUNCIL

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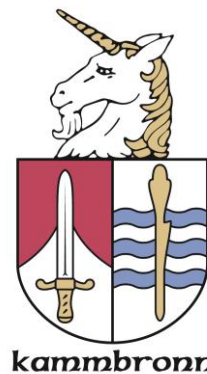
Council Offices –

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### **To all members of the Staffing Committee.**

Councillors: J P Collins, Z Fox, R Marshall, M Pearce, G Winter, Mrs V Dalley (Ex Officio), 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 **Thursday 22<sup>nd</sup> June 2017 at 10.30 am.**

### AGENDA

1. Safety Procedures.
2. To receive nominations and elect a Chairman of the Staffing Committee for the municipal year 2017/2018.
3. To receive apologies for non-attendance.
4. 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.
5. To approve written request(s) for dispensations.
6. To receive nominations and elect a Chairman of the Staffing Committee for the municipal year 2017/2018.
7. Chairman's Announcements.
8. To receive and approve the minutes of the meeting of the Staffing Committee held on the 27th April 2017.
9. Matters arising, where no substantive item below, for information only.
10. To note the Scheme of Delegation for the Staffing Committee and agree any appropriate action.
11. To receive the current net position by code of the Staffing Revenue Budget 2017/2018, note committed expenditure to

date and agree any appropriate action. (To follow)

12. To note the Camborne Town Council Recruitment Policy.
13. To approve a timetable for the recruitment of Amenities Technicians for green spaces devolved services, agree action and authorise expenditure accordingly.
14. To approve a job description and person specification for the Committee Support post. (To follow)
15. To receive a verbal update from the Town Clerk on the Committee Support post, agree any action and authorise associated expenditure accordingly.
16. To consider parking provision for employees following the move to the Passmore Edwards Library Building and agree action.
17. To receive correspondence from South West Councils, approve action and authorise associated expenditure.
18. To consider provision of performance appraisal training by South West Councils, agree action and authorise expenditure accordingly.
19. To receive the Cornwall Pension Fund Employer Newsletter June 2017 and agree action.
20. To consider terms for the renewal of Health and Safety services by Ellis Whittam, agree action and authorise associated expenditure.
21. To consider provision of Health Assessments for employees and Councillors, agree action and authorise expenditure if appropriate.
22. To note the Member Officer Protocol and agree any action if appropriate.

Given under my hand this 15<sup>th</sup> June 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.*