

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:

J Ball (ex-officio), V Dalley, Ms Z Fox, C Godolphin, C Lawrence, J Morgan (ex-officio),

R Weatherburn, M Williams

I HEREBY SUMMON YOU TO A MEETING:

of the Staffing Committee

TO BE HELD:

**The Council Chamber, The Passmore Edwards Building, The Cross, Cross Street,
Camborne, TR14 8HA**

ON:

Wednesday 10th July 2024 at 10.30am

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 12th June 2024, for signing by the Chairman.
7. To receive and approve the Redacted minutes of the Staffing Committee meeting held on 12th June 2024, 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 Cornwall Pension Fund Newsletter for June 2024, agree action and authorise expenditure.
11. 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.
12. To receive 6-month appraisals for;
 - i) Amenities Technician
 - ii) Head of Strategic Development
 - iii) Head of Community & Cultureagree action and authorise expenditure.
13. To receive 12-month appraisals for;
 - i) Amenities Technician (4)
 - ii) Library & Council Support Assistant (3)
 - iii) Library Supervisor
 - iv) Finance Manager
 - v) Administrative Support Officer
 - vi) Committee Support Officer
 - vii) Town Clerkagree action and authorise expenditure.
14. To receive a verbal update from the Town Clerk regarding Recruitment and Staff Structure, agree action and authorise expenditure.
15. To receive a draft updated Amenities Technician Job Description and Person Specification, agree action and authorise expenditure.
16. To receive flexible working request and supporting information, and agree action.
17. To receive a verbal update from the Town Clerk regarding a TUPE agreement, agree action and authorise expenditure.

Given under my hand this 4th day of July 2024



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.