



Carn Brea Parish Council
Consel Plu Carn Bre



**Minutes of the Staffing Committee meeting held at
 Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB
 on Thursday 7th April 2022 at 7 pm.**

Minutes

Present: Councillors R. Drew (Chairman), E. Glanville (Vice Chairman),
 P. Holmes, C. Jordan, M. Moyle and J. Pollock

Also Present: Sarah-Jane Noakes (Acting Clerk)

22/04/S/01 Welcome and safety procedures.

The Chairman welcomed the meeting and explained the safety procedures.

22/04/S/02 To receive apologies for non-attendance.

Cllr. M. Davis

**22/04/S/03 Members to declare disclosable pecuniary interests and non-registerable
 interests (including the details thereof) in respect of any items on this
 agenda.**

Cllr. Moyle declared a personal interest in agenda item 13.

22/04/S/04 To approve written request(s) for dispensations.

There were no written requests for dispensations received.

**22/04/S/05 To receive and approve the minutes of the Staffing Committee held on
 11th March 2022.**

**Resolved: that the minutes of the Staffing Committee held on
 11th March 2022 are approved.**

Proposed: Cllr. C. Jordan

Seconded: Cllr. J. Pollock

**22/04/S/06 To consider the minutes of the Staffing Committee held on 11th March 2022
 and receive any reports on matters referred.**

22/03.2/S/11 - Temporary Caretaker started on 24th March 2022.

**22/04/S/07 Public Participation on items on the agenda.
 (Maximum of 20 minutes – every speaker a limit of 3 minutes under Council
 Standing Orders)**

There were no members of the public present.

22/04/S/08 To resolve that under the 1960 Public Bodies (Admission to Meetings) Act that the press and public be excluded due to the confidential nature of the business to be discussed.

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

Proposed: Cllr. R. Drew **Seconded:** Cllr. C. Jordan

22/04/S/09 To receive and approve the confidential minutes of the Staffing Committee held on 11th March 2022.

Resolved: that the confidential minutes of the Staffing Committee held on 11th March 2022 are approved.

Proposed: Cllr. C. Jordan **Seconded:** Cllr. E. Glanville

22/04/S/10 To consider the confidential minutes of the Staffing Committee held on 11th March 2022 and receive any reports on matters referred.

The meeting considered the minutes and received reports on matters referred.

22/04/S/11 To receive and note the Clerks reports.

The meeting received Clerk's reports and Councillors were invited to ask questions.

Resolved: that the Clerks report is noted.

Proposed: Cllr. R. Drew **Seconded:** Cllr. C. Jordan

22/04/S/12 To make arrangement for the recruitment of a Groundsperson.

The meeting considered options for recruitment along with the current work load.

Resolved: that Carn Brea Parish Council take no action to recruit a Groundsperson at this time and defer the matter until June's Staffing Committee meeting following consultation with the current Groundsperson.

Proposed: Cllr. M. Moyle **Seconded:** Cllr. C. Jordan

22/04/S/13 To make appropriate arrangements for the induction of the Parish Clerk/RFO, including any necessary short term administrative adjustments.

The meeting considered arrangements needed for the induction of the Clerk/RFO.

Resolved: that the induction process for the Clerk/RFO be carried out by the Assistant Clerk

Proposed: Cllr. R. Drew **Seconded:** Cllr. J. Pollock

*Sarah-Jane Noakes and
Cllr. M. Moyle left the meeting.*

The meeting considered any necessary short term administrative adjustments and made appropriate recommendations and resolutions.

**Sarah-Jane Noakes and
Cllr. M. Moyle rejoined the meeting.**

22/04/S/14 Update of review of staff pay scales.

Cllr. Drew requested an agreement that we carry out a review of staff pay scales.

A discussion ensued as to the need of a review and how the review should take place.

Resolved: that the Staffing Committee on 3rd November 2022 receive a report from the Clerk on a review of Staff pay scales.

Proposed: Cllr. M. Moyle **Seconded:** Cllr. R. Drew

22/04/S/15 Staffing matters.

The meeting considered staffing matters and made appropriate resolutions.

Meeting Closed at 8:17 pm

