



# Carn Bre Parish Council

Consel Plu Carn Bre

Mr. Andrew Moyle-Browning (Clerk to the Council)

Scryuynyas dhu Consel

**Minutes of the Staffing Committee held at Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB on Thursday 11<sup>th</sup> January 2024 at 7pm.**

## Minutes

**Present:** Councillors R. Drew (Chairman), E. Glanville (Vice Chairman) S. Dale, M. Moyle, M. Davis and C. Jordan.

**Also Present:** Andrew Moyle-Browning (Clerk)

**24/01/S/01 Welcome and safety procedures.**

The Chairman welcomed the meeting and explained the safety procedures.

**24/01/S/02 To receive apologies for non-attendance.**

There were no apologies received.

**24/01/S/03 Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda.**

There were no interests declared.

**24/01/S/04 To consider written request(s) for dispensations.**

There were no written requests for dispensations.

**24/01/S/05 Public Participation on items on the agenda. (Maximum of 20 minutes – every speaker has a limit of 3 minutes under Council Standing Orders).**

There were no members of the public present.

**24/01/S/06 To receive and approve the minutes of the Staffing Committee held on 7<sup>th</sup> December.**

The draft minutes of the Staffing Committee held on 7<sup>th</sup> December 2023 were circulated to committee members ahead of the meeting.

**Resolved:** that the minutes of the Staffing Committee held on 7<sup>th</sup> December 2023 are approved.

**Proposed:** Cllr. C. Jordan

**Seconded:** Cllr. E. Glanville

**24/01/S/07 To consider the minutes of the Staffing Committee held on 7<sup>th</sup> December 2023 and receive any reports on matters referred.**

There were no matters referred.

- 24/01/S/08 To review the training provision for Council Employees and Councillors and make appropriate recommendations.**

A report from Cllr Drew was provided on the table and a copy of the Good Councillors Guide to employment was provided for each committee member.

It was proposed that this would be revisited at a future meeting to review Council Employee Training following their Appraisals in addition to appropriate training for Committee Members.

The Clerk briefed the Committee on available HR courses, webinars via the Council's HR consultants WorkNest. The Meeting agreed that the Clerk would report back to the next available Staffing Committee further details on available courses and associated costs.

- 24/01/S/09 To nominate a Staffing Committee Member to attend the Staff Meeting in February 2024**

**Resolved:** that Cllr Davis attend the Staff Meeting in February 2024 and the Clerk to confirm the date.

**Proposed:** Cllr. S. Dale

**Seconded:** Cllr. M. Moyle

- 24/01/S/10 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 that the press and public be excluded due to the confidential nature of the business to be discussed.

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. E. Glanville

- 24/01/S/11 To receive and approve the Confidential Minutes of the Staffing Committee held on 2nd November 2023.**

The draft confidential minutes of the Staffing Committee held on 7<sup>th</sup> December 2023 were tabled at the meeting.

**Resolved:** that the confidential minutes of the Staffing Committee held on 7<sup>th</sup> December 2023 are approved.

**Proposed:** Cllr. C. Jordan

**Seconded:** Cllr. E. Glanville

- 24/01/S/12 To consider the confidential minutes of the Staffing Committee held on 7<sup>th</sup> December 2023 and receive any reports on matters referred.**

The Clerk reported that he had registered for the February intake of the CiLCA qualification with the SLCC and for associated supporting training sessions with CALC.

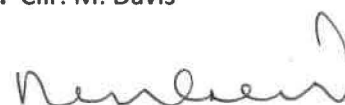
- 24/01/S/13 To receive the Clerk's report and make appropriate recommendations/resolutions.**

A written report from the Clerk was provided on the table and Councillors were invited to ask questions.

**Resolved:** that the Clerks report for January is noted.

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. M. Davis



**24/01/S/14 Staffing matters.**

The Clerk provided a report to the committee and appropriate resolutions were made.

**Meeting closed at 7:26 pm.**

*Revised*