



Carn Brea Parish Council

Consel Plu Carn Bre

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

Scryuynyas dhu Consel

e. clerk@carnbreaparishcouncil.gov.uk

**Minutes of the Staffing Committee meeting held at
Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB
on Thursday 2nd May 2024 at 5:30pm.**

Minutes

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

Also Present: Andrew Moyle-Browning (Clerk)

24/05/S/01 **Welcome and safety procedures.**

The Chairman welcomed the meeting and explained the safety procedures.

24/05/S/02 **To receive apologies for non-attendance.**

Cllr. E. Glanville

24/05/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 an interest in Item 10 and item 12.

24/05/S/04 **To consider written request(s) for dispensations.**

There were no written requests for dispensation.

24/05/S/05 **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.

24/05/S/06 **To receive and approve the minutes of the Staffing Committee held on 7th March 2024.**

Resolved: that the minutes of the Staffing Committee Meeting held on 7th March 2024 are approved.

Proposed: Cllr. C. Jordan

Seconded: Cllr. M. Davis

24/05/S/07 **To consider the minutes of the Staffing Committee held on 7th March 2024 and receive any reports on matters referred.**

There were no matters referred.

E. Glanville

24/05/S/08 To receive and review the Annual Leave Policy with proposed amendments and make appropriate recommendations.

A copy of the Annual Leave Policy with proposed amendments was circulated ahead of the meeting and the Clerk took the meeting through additional proposed amendments received.

The committee reviewed section 8.3 - Additional Leave in the policy relating to additional paid time off for Council Employees over the Christmas period when the Hall and Offices are closed and were satisfied that this should remain, however may be reviewed at a later date.

Resolved to Recommend: that the Annual Leave Policy as amended be approved.

Proposed: Cllr. S. Dale

Seconded: Cllr. M. Davis

24/05/S/09 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.

Proposed: Cllr. R. Drew

Seconded: Cllr. M. Davis

Cllr Moyle left the meeting at this point.

24/05/S/10 To receive a report and consider pay banding for Council Employees and make appropriate resolutions.

Supporting documents were provided to the committee and appropriate recommendations were made.

Agenda Item 12, Staffing Matters, was brought forward for discussion at this point. For the purposes of the minutes, it appears at 24/05/S/12

Cllr Moyle returned to the meeting after agenda item 12.

24/05/S/11 To receive the Clerk's report and make appropriate recommendations / resolutions.

The Clerk's report was tabled at the meeting and the Committee invited to ask questions.

Resolved: that the Clerk's report is noted.

Proposed: Cllr. C. Jordan

Seconded: Cllr. M. Davis

24/05/S/12 Staffing matters.

The Clerk provided a verbal report, and appropriate recommendations were made.

Meeting Closed at 18:33

