



## Carn Breia Parish Council

Consel Plu Carn Bre

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

Scryuynyas dhu Consel

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**Minutes of the Staffing Committee meeting held at  
Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB  
on Thursday 4<sup>th</sup> July 2024 at 7pm.**

### Minutes

**Present:** Councillors E. Glanville (Chairman), R. Drew (Vice Chairman), S. Breul and C. Jordan.

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

**24/07/S/01 Welcome and safety procedures.**

The Chairman welcomed the meeting and explained the safety procedures.

**24/07/S/02 To receive apologies for non-attendance.**

Cllr. S. Dale

Cllr. M. Moyle

**24/07/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.

**24/07/S/04 To consider written request(s) for dispensations.**

There were no written requests for dispensation.

**24/07/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.

**24/07/S/06 To receive and approve the minutes of the Staffing Committee held on 5th June 2024.**

**Resolved:** that the minutes of the Staffing Committee Meeting held on 5th June 2024 are approved.

**Proposed:** Cllr. C. Jordan

**Seconded:** Cllr. S. Breul

**24/07/S/07 To consider the minutes of the Staffing Committee held on 5th June 2024 and receive any reports on matters referred.**

The Clerk reported that the updated Disciplinary Policy and the Grievance Policy had been circulated to the team following Full Council approval.

*E. Glanville*

**24/07/S/08 To receive and review the Employee Expenses Policy with proposed amendments and make appropriate recommendations.**

A copy of the Employee Expenses Policy with proposed amendments was circulated ahead of the meeting and the Clerk took the meeting through an additional proposed amendment received adding at 3.2 the additional words 'and has a valid' before MOT and adding 'certificate' after MOT to read 'and has a valid MOT certificate if required'

**Resolved to Recommend: that the Employee Expenses Policy is approved as amended.**

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. E. Glanville

**24/07/S/09 To receive and review the Equality and Diversity Policy with proposed amendments and make appropriate recommendations.**

A copy of the Equality and Diversity Policy with proposed amendments was circulated ahead of the meeting.

**Resolved to Recommend: that the Equality and Diversity Policy is approved as amended.**

**Proposed:** Cllr. E. Glanville

**Seconded:** Cllr. C. Jordan

**24/07/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.**

**Proposed:** Cllr. E. Glanville

**Seconded:** Cllr. R. Drew

**24/07/S/11 To receive and approve the Confidential Minutes of the Staffing Committee held on 5th June 2024.**

**Resolved: that the confidential minutes of the Staffing Committee held on 5<sup>th</sup> June 2024 are approved.**

**Proposed:** Cllr. E. Glanville

**Seconded:** Cllr. C. Jordan

**24/07/S/12 To consider the Confidential Minutes of the Staffing Committee held on 5th June 2024 and receive any reports on matters referred.**

The Clerk briefed the committee on confidential matters referred.

**24/07/S/13 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. R. Drew

**Seconded:** Cllr. C. Jordan

**24/07/S/14 Staffing matters.**

The Clerk provided a verbal report.

**Meeting Closed at 7.17 pm**

*Erin Glanville*