Carn Brea Parish Council
Consel Plu Carn Bre
Contact the Clerk Andrew Moyle-Browning
Phone: 01209 313014 Email: clerk@carnbreaparishcouncil.gov.uk

Meeting Minutes of the Staffing Committee

Meeting Details:

- Date: Thursday 4th June 2026
- Time: 7:00 pm
- Location: Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB

Present:

Councillors E. Glanville, M. Rainbird, S. Dale, R. Drew, J. Poxon, D. Cooper

Also Present:

Andrew Moyle-Browning (Clerk)

Minutes:

1. To appoint a Chairman of the Staffing Committee.

Cllr Drew called for nominations for Chairman of the Staffing Committee.

Cllr Glanville was nominated by Cllr Dale and seconded by Cllr Rainbird.

Cllr Drew called for any other nominations.

There were no further nominations.

Resolved that Cllr Glanville be elected as the Chairman of the Staffing Committee.

Proposed by Cllr Dale and seconded by Cllr Rainbird.

2. To appoint a Vice-Chairman of the Staffing Committee.

Cllr Glanville called for nominations for Vice-Chairman of the Staffing Committee.

Cllr Rainbird was nominated by Cllr Cooper and seconded by Cllr Drew.

Cllr Glanville called for any other nominations.

There were no further nominations.

Resolved that Cllr Rainbird be elected as the Vice-Chairman of the Staffing Committee.

Proposed by Cllr Cooper and seconded by Cllr Drew

3. To receive apologies for non-attendance.

There were no apologies received.

4. 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.

5. To consider written requests for dispensations.

There were no written requests for dispensation received.

6. **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.

7. **To receive and approve the minutes of the Extraordinary Staffing Committee meeting held on 31st March 2026.**

   The minutes of the Extraordinary Staffing Committee meeting held on 31st March 2026 were circulated ahead of the meeting.

   Resolved that the minutes of the Extraordinary Staffing Committee meeting held on 31st March 2026 are approved.

   Proposed by Cllr Glanville and seconded by Cllr Rainbird.

8. **To consider the minutes of the Extraordinary Staffing Committee held on 31st March 2026 and receive any reports on matters referred.**

   The Clerk updated the Committee on the recent Team Meeting which was attended by Cllr Drew on 14th May, and a date was to be set for the June Employee Welfare checks.

   The Clerk confirmed that the Employment Rights Act 2025 changes document had been circulated to team and in addition was briefed to them at the recent team meeting.

   The Clerk confirmed that the Council's policies relating to Council employees had now been reviewed by Worknest and that he would be making arrangements for a working party to review the documents and any proposed amendments.

9. **To receive an update on the proposed Council employee and Councillor development day and make appropriate recommendations / resolutions.**

   The Clerk briefed the committee that he had contacted Suez to make arrangements for a joint Council visit to either the Cornwall energy recovery visitor centre in St Dennis or the Bodmin materials recycling facility visitor centre with a proposed date of 22nd July 2026 and was awaiting confirmation from the Suez team.

   The Clerk proposed that following the visit, a lunch could be arranged in order to network and discuss topics of interest with members of Treverbyn Parish Council.

   The meeting agreed with the proposed plan and asked the Clerk to continue with the arrangements for the day.

   Cllr Drew spoke on an additional invite from Cornish metals and the meeting agreed that this should be explored for a future date and to include members of Treverbyn Parish Council.

10. **To resolve 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.**

    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 by Cllr Glanville and seconded by Cllr Cooper.

11. **To receive and approve the Confidential Minutes of the Extraordinary Staffing Committee held on 31st March 2026 and receive any reports on matters referred.**

    The Confidential Minutes of the Extraordinary Staffing Committee meeting held on 31st March 2026 were circulated ahead of the meeting.

    There were no matters referred.

Resolved that the Confidential Minutes of the Extraordinary Staffing Committee meeting held on 31st March 2026 are approved.

Proposed by Cllr Drew and seconded by Cllr Rainbird.

12. To receive the Clerks report and make appropriate recommendations / resolutions.

The Clerk's report was circulated ahead of the meeting and the meeting invited to ask questions.

Following a query raised, the Clerk confirmed that all employees were being asked to book any remaining annual leave for the year.

Resolved that the Clerks report for June 2026 is noted.

Proposed by Cllr Drew and seconded by Cllr Cooper.

13. Staffing Matters.

The Clerk briefed the meeting on staffing matters and appropriate recommendations and resolutions were made.

Meeting closed at 8:11pm