



Carn Brea Parish Council

Consel Plu Carn Bre

Contact the Clerk Andrew Moyle-Browning

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Draft Meeting Minutes of the Extraordinary Staffing Committee

Meeting Details:

- Date: Monday 3rd August 2026
- Time: 7:00 pm
- Location: Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB

Present: Councillors M. Rainbird (Vice-Chairman), R. Drew, S. Dale, D. Cooper and J. Poxon.

Also Present: Andrew Moyle-Browning (Clerk)

Agenda Items:

1. Welcome and fire safety procedures.

The Vice Chairman welcomed the meeting and explained the safety procedures.

2. To receive apologies for non-attendance.

Apologies were received from Cllr. Glanville.

3. 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.

4. To consider written requests for dispensations.

There were no requests for dispensation.

5. Public Participation on items on the agenda. (Maximum of 20 minutes – every speaker has a limit of 3 minutes under Council Standing Order).

There were no members of the public present.

6. To receive and approve the minutes of the Staffing Committee meeting held on 2nd July 2026 and receive a report of any matters referred.

The minutes of the Staffing Committee meeting held on 2nd July 2026 were circulated ahead of the meeting.

Resolved that the minutes of the Staffing Committee meeting held on 2nd July 2026 are approved.

Proposed by Councillor S. Dale and seconded by Councillor D. Cooper.

7. 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 Councillor S. Dale and seconded by Councillor R. Drew.

- 8. To receive and approve the Confidential Minutes of the Staffing Committee held on 2nd July 2026 and receive a report on any matters referred.**

The Confidential Minutes of the Staffing Committee meeting held on 2nd July 2026 were circulated ahead of the meeting.

Resolved that the Confidential Minutes of the Staffing Committee meeting held on 2nd July 2026 are approved.

Proposed by Councillor R. Drew and seconded by Councillor D. Cooper.

- 9. To receive a report and make arrangements for the recruitment of a part-time Grounds Person making appropriate resolutions.**

A report was circulated ahead of the meeting.

Resolved that Carn Brea Parish Council recruit a part-time Grounds Person / Handy Person on a permanent contract of 25 hours per week to be worked over 5 days on SCP banding scale 4 – 7 (salary pro rata) and approve the Job Advert and Person Specification for the role as amended. Delegation to the Clerk to make arrangements to advertise the position with a budget of £1000.

Proposed by Councillor M. Rainbird and seconded by Councillor D. Cooper.

- 10. To receive the Clerks Report.**

The Clerk provided a report and invited questions.

Resolved that the Clerks report for August 2026 is noted.

Proposed by Councillor R. Drew and seconded by Councillor M. Rainbird

- 11. Staffing Matters**

The Clerk provided a report and appropriate resolutions were made.

Meeting closed at: 8.24pm