



ST. IVES TOWN COUNCIL

The Guildhall
Street An Pol
St. Ives
Cornwall
TR26 2DS

Tel: (01736) 797840

Our Ref: LD/Staffing/ag
Your Ref:
Ask for: Louise Dowe
Email: stivestowncouncil@gmail.com
Website: www.stivestowncouncil-cornwall.gov.uk
Date: 5 February 2016

Dear Councillor

STAFFING COMMITTEE MEETING – 11 FEBRUARY 2016
IN THE COMMITTEE ROOM, THE GUILDHALL, ST IVES

You are given notice of a Staffing Committee meeting to be held in the Committee Room at St Ives Guildhall on Thursday 11 February 2016, at 7.00pm

Members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business set out in the Agenda attached. Please note that Councillors who are not members of this committee are entitled to attend if they wish to do so, and may be permitted by the Committee Chairman to speak.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of St Ives Town Council's procedure for the recording of meetings is available on the website, or from the Clerk's office on request.

Louise Dowe
Town Clerk

To: All Councillors
Press
Cornwall Councillor Mrs E M Penhaligon
Community Network Manager

Membership of Staffing Committee

Chairman -	Councillor L Taylor
Vice-Chairman -	Councillor R Tulley
Town Mayor and Deputy and Councillors:	Town Mayor (ex officio, voting members) Glanville R Mitchell A Symons J
	Prior P Tanner S

If you consider yourself to be a person with a disability and need further information about the suitability of the venue, please phone (01736) 797840.

STAFFING COMMITTEE MEETING – 11 FEBRUARY 2016

AGENDA

1. Apologies for absence

2. Minutes

To pass the following resolution:

RESOLVED – that the Chairman signs as a true and correct record the Minutes of the meeting of the Committee held on 9 July 2015 (*previously circulated*)

3. Public Speaking

4. Declarations of Councillor and Officer Interests

5. Town Clerks Report (No further update since 9 July 2015 meeting of the committee)

6. Items for Decision

(1) TOIL Policy – Clerk and Committee Chairman to submit updated draft for approval (Minute S.51 refers)

(2) Three Year Forward Financial Plan – recommendations to Council

(3) Training opportunity – Neighbourhood Plan Project Officer (free training, cost of travel to Bristol)

7. Items for Information

8. Correspondence

9. Exclusion of the press and public

To consider passing the following resolution:

“That in accordance with the Public Bodies (Admissions to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), the press and public be excluded from the meeting during the consideration of the following matter on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

10. Confidential Reports for Decision

(1) Staff Appraisals 2015 (Paragraphs 1, 2 & 3)

(2) Review of staff salaries (Paragraphs 1, 2 & 3)

(3) Job Description for Support Services Manager & date of commencement of this role (Paragraphs 1, 2 & 3)

(4) Recruitment of Apprentice (Paragraph 3)

11. Date of next meeting: 7 April 2016

12. Agenda items for next meeting

