



ST. IVES TOWN COUNCIL

The Guildhall
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St. Ives
Cornwall
TR26 2DS

Tel: (01736) 797840

Our Ref: LD/Council/ag
Your Ref:
Ask for: Louise Dowe
Email: enquiries@stives-tc.gov.uk
Website: www.stivestowncouncil-cornwall.gov.uk
Date: 26 April 2019

Dear Councillor

EXTRAORDINARY MEETING OF THE COUNCIL – 2 MAY 2019

You are given notice of a meeting of St Ives Town Council to be held in the Council Chamber at the Guildhall, St Ives on Thursday 2 May 2019 at **7.00pm**.

Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business set out in the Agenda attached.

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
Town Clerk and Service Managers
Press
Cornwall Councillors L Taylor and R Robinson
Community Network Manager

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.

EXTRAORDINARY MEETING OF THE COUNCIL – 17 JANUARY 2019

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **PUBLIC SPEAKING**
3. **CHAIRMAN’S ANNOUNCEMENTS**
4. **DECLARATIONS OF MEMBER / OFFICER INTERESTS**
5. **REQUESTS FOR DISPENSATION** (approved by Council only)
6. **MINUTES**

To consider passing the following resolution: “that the Chairman signs as a true and correct record the Minutes of the Meeting of the Council held on 18 April 2019”.

7. **ITEMS FOR DECISION** (Reports attached)

- (1) Partial review of the Scheme of Delegation: *Town Clerk*
 - i. To approve of Terms of Reference and operational start date for appointment of a Staffing Committee
 - ii. To approve amendments to the Terms of Reference for the Finance & General Purposes Committee (removal of staffing responsibility, addition of health and safety responsibilities, responsibility for managing the complaints process), to be implemented with immediate effect
- (2) To delegate to the Staffing Committee to carry out review of staffing policies and procedures *Town Clerk*
- (3) To agree an allocation from the general reserve fund for the Staffing Committee to commission consultancy services to inform new staffing policies and procedures *Town Clerk*
- (4) To appoint a working group to oversee a review of health and safety policies and procedures, under agreed terms of reference *Town Clerk*
- (5) Commissioning of a health and safety review, under the delegated authority of the Finance & General Purposes Committee, funded from the general reserve *Town Clerk*

8. **ITEMS FOR INFORMATION**

- (1) Invitation from NHS Kernow Clinical Commissioning Group (*Letter attached*)

9. **EXCLUSION OF THE PRESS AND PUBLIC**

If necessary, 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 matters on the grounds that they involve 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.”