



## 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 Dwelly

Email: [louise.dwelly@stives-tc.gov.uk](mailto:louise.dwelly@stives-tc.gov.uk)

Website: [www.stivestowncouncil-cornwall.gov.uk](http://www.stivestowncouncil-cornwall.gov.uk)

Date: 13<sup>th</sup> January 2026

Dear Councillor

### **STAFFING COMMITTEE MEETING, 5.30pm ON MONDAY 19<sup>th</sup> January 2026**

You are given notice of a Staffing Committee meeting to be held in the Mayor's Parlour at the Guildhall on **Monday 19<sup>th</sup> of January at 5.30pm.**

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 only entitled to attend for public reports.

Please note that the proceedings of this meeting in public session 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 Dwelly

Town Clerk

To: All Councillors, Town Clerk, Service Managers  
**(confidential papers to Staffing Committee Members only)**

Press

Cornwall Councillors

#### Membership of Staffing Committee

Chair – S Hynes

Vice-Chair – T Harris

Councillors: K Arthur

A Mitchell

J Wells

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 – 5.30pm 19<sup>th</sup> January 2026**

**AGENDA**

1. **Apologies for Absence**

2. **Minutes**

To pass the following resolution: **RESOLVED** – that the Chair signs as a true and correct record the public minutes of the meeting of the Committee held on 17<sup>th</sup> November 2025 (previously circulated)

3. **Declarations of Councillor/Officer Interests**

4. **Requests for Dispensation**

5. **Chair’s Announcements**

6. **Public reports for Decision**

i) **Rolling Policy Review**

*To review the terms of the Council’s redundancy policy (Appendix 6.i)*

ii) **Health and Safety Update**

*To receive an annual update on health and safety matters and recommendations therein (Appendix 6.ii)*

iii) **Training Programme 2025-26 Outturn**

*To receive an annual update on the training plan (Appendix 6.iii)*

7. **Exclusion of the Press and Public**

To consider passing the following resolution: *“That in accordance with the Public Bodies (Admissions to Meeting) Act 1960, the press and public be excluded from the meeting during the consideration of the following matters on the grounds that they involve information of a confidential nature”.*

8. **Confidential items for Decision**

1) **Staffing Committee Budget**

*To consider an outturn report for the 2025-26 staffing budget*

Head of Finance/  
Town Clerk

2) **Staffing Update Report**

*To receive an update on the decisions and recommendations implemented since the last meeting of the Committee and consider any actions which may arise.*

Town Clerk

3) **To consider any other confidential staffing matters**

Town Clerk

**Date of next meeting**

5.30pm Tuesday 24<sup>th</sup> March 2026