

ILLOGAN PARISH COUNCIL

The public is reminded that these are DRAFT minutes, which means that they are not approved at the time of publication and may be subject to amendment before final approval at the next Parish Council meeting. The agreed minutes will be uploaded once they have been agreed by the Council at the appropriate meeting.

Minutes of the Staffing Committee Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Wednesday 25th September 2024 at 7.00 pm.

PRESENT: Cllrs Jobson (Chairman), Ford (Vice Chairman), Crabtree, Cullimore, and Ms Kemp.

IN ATTENDANCE: Mrs S Rimell, Clerk

SC24/09/1 TO ELECT A CHAIRMAN OF THE STAFFING COMMITTEE FOR THE 2024/2025 MUNICIPAL YEAR

It was proposed by Cllr Ford, seconded by Cllr Crabtree and

SC24/09/1.2 RESOLVED: to elect Cllr Jobson as Chairman of the Staffing Committee for the 2024/2025 municipal year.

On a vote being taken the matter was approved unanimously.

SC24/09/2 TO APPOINT A VICE CHAIRMAN OF THE STAFFING COMMITTEE FOR THE 2024/2025 MUNICIPAL YEAR

It was proposed by Cllr Jobson, seconded by Cllr Cullimore and

SC24/09/2.2 RESOLVED: to appoint Cllr Ford as a Vice Chairman of the Staffing Committee for the 2024/2025 municipal year.

On a vote being taken the matter was approved unanimously.

SC24/09/3 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS

No apologies were received; all members were present.

SC24/09/4 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY

The Clerk declared an interest in her terms and conditions.

SC24/09/5 TO CONSIDER APPLICATION FROM MEMBERS FOR DISPENSATIONS

There were no applications from members for dispensations.

SC24/09/6 TO RECEIVE AND APPROVE THE GDPR COMPLIANT MINUTES OF THE STAFFING COMMITTEE MEETING FOR PUBLICATION ON THE WEBSITE HELD ON THE 16TH APRIL 2024, AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Ford, seconded by Cllr Crabtree and

SC24/09/6.2 RESOLVED: to receive and approve the GDPR compliant minutes of the meeting of the Staffing Committee meeting held on the 16th April 2024 and the Chairman to sign them with the seconder of minute no SC24/04/1.2 being amended to Cllr Ms Kemp

On a vote being taken the matter was approved unanimously.

SC24/09/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

SC24/09/8 THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED.

It was proposed by Cllr Crabtree, seconded by Cllr Cullimore and

SC24/09/8.2 RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act the press and public are excluded due to the confidential nature of the business to be discussed.

On a vote being taken the matter was approved unanimously.

SC24/09/9 TO RECEIVE AND APPROVE THE CONFIDENTIAL MINUTES OF THE STAFFING COMMITTEE MEETING HELD ON THE 16TH APRIL 2024, AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Ford, seconded by Cllr Crabtree and

SC24/09/9.2 RESOLVED: to receive and approve the minutes of the meeting of the Staffing Committee meeting held on the 16th April 2024 and the Chairman to sign them with the seconder of minute no SC24/04/1.2 being amended to Cllr Ms Kemp.

On a vote being taken the matter was approved unanimously.

SC24/09/10 TO RECEIVE THE ASSISTANT TO THE CLERK'S ANNUAL APPRAISAL, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was proposed by Cllr Ford, seconded by Cllr Crabtree and

SC24/09/10.2 RESOLVED: to receive the Assistant to the Clerk's Annual Appraisal and approve the actions and training.

On a vote being taken the matter was approved unanimously.

SC24/09/11 TO REVIEW THE ASSISTANT TO THE CLERK'S TERMS AND CONDITIONS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was proposed by Cllr Ford, seconded by Cllr Crabtree and

SC24/09/11.2 RESOLVED: that the Assistant to the Clerk's Terms and Conditions have been reviewed.

On a vote being taken the matter was approved unanimously.

SC24/09/12 TO RECEIVE THE CLERK'S ANNUAL APPRAISAL, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Clerk left the meeting at 8.15pm.

It was proposed by Cllr Jobson, seconded by Cllr Crabtree and

SC24/09/12.2 RESOLVED: to receive the Clerk's Annual Appraisal.

On a vote being taken the matter was approved unanimously.

SC24/09/13 TO REVIEW THE CLERK'S TERMS AND CONDITIONS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was proposed by Cllr Jobson, seconded by Cllr Crabtree and

SC24/09/13.2 RESOLVED: that the Clerk's Terms and Conditions have been reviewed.

On a vote being taken on the matter there were 3 votes FOR and 1 vote AGAINST.

The Clerk re-entered the meeting at 8.31pm.

There being no further business the Chairman closed the meeting at 8.34pm.

Signed:

Date: