

Clerk: Mrs Sarah Rimell

Illogan Parish Council Community Office, Trevelyan Road, Illogan, TR16 4RG

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DRAFT Minutes

Disclaimer: 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 13th May 2026 at 7.00 pm.

PRESENT:

Councillors Graham Ford (Chairman), Anne Edwards (Vice Chairman), and David Ekinsmyth.

IN ATTENDANCE:

Mrs S Rimell, Clerk

SC26/05/1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS

Apologies were received from Councillor Cullimore.

SC26/05/1.2 It was proposed by Councillor Ekinsmyth, seconded by Councillor Mrs Edwards and **RESOLVED to receive and approve apologies from Councillor Cullimore.**

On a vote being taken the matter was approved unanimously.

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SC26/05/2 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 the agenda items relating to pensions, ergonomic welfare assessments, and working arrangements. Members requested and agreed that the Clerk should continue to minute the meeting.

SC26/05/3 TO CONSIDER APPLICATION FROM MEMBERS FOR DISPENSATIONS

There were no requests for dispensations.

SC26/05/4 TO RECEIVE AND APPROVE THE GDPR COMPLIANT MINUTES OF THE STAFFING COMMITTEE MEETING FOR PUBLICATION ON THE WEBSITE HELD ON THE 11TH MARCH 2026, AND THE CHAIRMAN TO SIGN THEM

SC26/05/4.2 It was proposed by Councillor Ford, seconded by Councillor Mrs Edwards and **RESOLVED to receive and approve the GDPR compliant minutes of the Staffing Committee meeting for publication on the website held on the 11th March 2026 and the Chairman to sign them.**

On a vote being taken the matter was approved unanimously.

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SC26/05/5 **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.**

SC26/05/5.2 It was proposed by Councillor Ford, seconded by Councillor Mrs Edwards and **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.

SC26/05/6 **TO RECEIVE AND APPROVE THE CONFIDENTIAL MINUTES OF THE STAFFING COMMITTEE MEETING HELD ON THE 11TH MARCH 2026, AND THE CHAIRMAN TO SIGN THEM.**

SC26/05/6.2 It was proposed by Councillor Mrs Edwards, seconded by Councillor Ekinsmyth and **RESOLVED to receive and approve the confidential minutes of the Staffing Committee meeting held on the 11th March 2026 and the Chairman to sign them.**

On a vote being taken the matter was approved unanimously.

SC26/05/7 **MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There was an update on the progress of actions.

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SC26/05/8 TO RECEIVE INFORMATION FROM SOUTH WEST COUNCILS REGARDING PENSION SCHEMES AND AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.

SC26/05/8.2 It was proposed by Councillor Mrs Edwards, seconded by Councillor Ford and **RESOLVED to receive information from South West Councils regarding pension schemes and to agree future actions.**

On a vote being taken the matter was approved unanimously.

SC26/05/9 TO RECEIVE THE ERGONOMIC WELFARE ASSESSMENTS OF EMPLOYEE WORKSTATIONS AND THE EFFICIENCY OF THE OFFICE ENVIRONMENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.

SC26/05/9.2 It was proposed by Councillor Ford, seconded by Councillor Mrs Edwards and **RESOLVED to receive the ergonomic welfare assessments of employee workstations and the efficiency of the office environment and agree future actions.**

On a vote being taken the matter was approved unanimously.

SC26/05/10 TO RECEIVE A REPORT AND REVIEW WORKING ARRANGEMENTS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE.

SC26/05/10.2 It was proposed by Councillor Ekinsmyth, seconded by Councillor Mrs Edwards and **RESOLVED to receive the report of working arrangements and agree future actions.**

On a vote being taken the matter was approved unanimously.

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There being no further business the Chairman closed the meeting at 8pm.

Signed:

Date: