ILLOGAN PARISH COUNCIL

Minutes of the Staffing Committee Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan on Tuesday 16th April 2024 at 7.00 pm.

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

IN ATTENDANCE: Mrs S Rimell, Clerk

SC24/04/1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND AGREE ANY FUTURE ACTIONS

Apologies were received from Cllr Mrs Edmunds.

It was proposed by Cllr Cullimore, seconded by Cllr Ms Kemp and

SC24/04/1.2 RESOLVED to receive and approve Cllr Mrs Edmund's apologies for absence.

On a vote being taken the matter was approved unanimously.

There were no members absent.

SC24/04/2 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

There were no interests declared.

SC24/04/3 TO CONSIDER APPLICATION FROM MEMBERS FOR DISPENSATIONS

There were no requests from members for dispensations.

SC24/04/4 TO RECEIVE AND APPROVE THE GDPR COMPLIANT MINUTES OF THE STAFFING COMMITTEE MEETING FOR PUBLICATION ON THE WEBSITE HELD ON THE 31ST JANUARY 2024, AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Ford, seconded by Cllr Ms Kemp and

SC24/04/4.2 RESOLVED: to receive and approve the GDPR compliant minutes of the meeting of the Staffing Committee held on the 31st January 2024 and the Chairman to sign them.

On a vote being taken on the matter there were 4 votes FOR and 0 votes AGAINST.

SC24/04/5 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

SC24/04/6 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 Szoka and

SC24/04/6.2 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.

SC24/04/7 TO RECEIVE AND APPROVE THE CONFIDENTIAL MINUTES OF THE STAFFING COMMITTEE MEETING HELD ON THE 31ST JANUARY 2024, AND THE CHAIRMAN TO SIGN THEM

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

SC24/04/7.2 RESOLVED: to receive and approve the GDPR compliant minutes of the meeting of the Staffing Committee held on the 31st January 2024 and the Chairman to sign them.

On a vote being taken on the matter there were 4 votes FOR and 0 votes AGAINST.

SC24/04/8 TO RECEIVE A REPORT ON MANAGEMENT TRAINING FOR THE CLERK AND AVAILABLE COURSES, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

SC24/04/8.2 RESOLVED: to receive the report on Management Training and available courses for the Clerk.

On a vote being taken the matter was approved unanimously.

SC24/04/9 TO REVIEW STAFFING ARRANGEMENTS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

SC24/04/9.2 RESOLVED: that staffing arrangements have been reviewed.

On a vote being taken the matter was approved unanimously.

SC24/04/10 TO RECEIVE AND APPROVE THE DRAFT ANNUAL APPRAISAL FORM AND AGREE ANY FUTURE ACTIONS

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

SC24/04/10.2 RESOLVED: that the Annual Appraisal Form was agreed.

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 8.10pm.

Signed: …….

Date: …….