

ST. JUST-IN-PENWITH TOWN COUNCIL

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Date 21st September 2022

**STAFFING COMMITTEE**

Dear Councillor

You are hereby summoned to attend a meeting of the Staffing Committee to be held as follows:

**DATE: MONDAY 26th September 2022**

**TIME: 6.00 P.M.**

**VENUE: Library**

For the purpose of transacting the business on the agenda below.

Cas Leo Town Clerk

To:

Chairman: Martin Cavell

Vice Chairman: Robert Chadder

Committee

Daisy Gibbs  
Farmer Morris  
Fynn Tucker

## **St Just-in-Penwith Town Council - Staffing Committee Meeting**

### **AGENDA**

1. Apologies for Absence
2. Declarations of Interest
3. Exclusion of the Press and Public

If necessary, to consider passing the following resolution:

*“That under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified in the following item(s).”*

4. Minutes

To consider passing the following resolution:

*That the Chairman signs as a true and accurate record the Minutes of the Staffing Committee Meeting held on 13/06/22.*

5. All aspects of staffing

#### New Posts

Discussion on the deputy's post recruited this month and two other posts pending recruitment.

#### ILCA

Progress Report on the business support officer is studying the level 2 course and it is hoped that the Committee would recommend from 1 October 22 the movement of one pay point because she has successfully completed course today.

#### Pensions Administration

To discuss Cornwall Council new administration procedures of I Connect.

#### Extra Public Holiday

All part time staff are entitled to 20% of normal working weekly hours and this will be added to leave records.