

PADSTOW TOWN COUNCIL

Unit 5b Treceus Ind Est
PADSTOW
Cornwall
PL28 8RW

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13 March 2013

TO: STAFFING COMMITTEE

Councillors A Rickard (Chair), Mrs C Evans, M J Hunt, Mrs A Symons
and Mrs T Walter

Dear Member

I hereby give you notice that a Meeting of the **Staffing Committee** will be held at the **Council Offices, Unit 5b Treceus Industrial Estate, Padstow** on **Tuesday 19 March 2013** at **6.00 pm**.

All Staffing Committee Members are hereby summoned to attend for the purpose of considering and resolving upon the business as set out hereunder.

Yours faithfully

Kathy Pemberton
Town Clerk

AGENDA

Press & Public are invited to attend

- 1.** To receive **apologies for absence**
- 2.** To receive **announcements**: for information only
- 3.** To receive **declarations of interest** from Councillors relating to items to be considered at the meeting - in accordance with Padstow Town Council code of conduct.
- 4. Public Participation**: to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders.
- 5. Public Bodies (Admission to meetings) Act 1960**: To **RESOLVE** that in view of the confidential nature of the business about to be transacted it is advisable that the press and public be excluded.
- 6.** To **agree** the **minutes** of the meetings held on 22 October 2012, 8 November 2012 and 20 November 2012. (**Pages 1-3**)

- 7. Town Clerk's Hours:** to receive a report discuss and decide on the way forward. **(Page 4)**
- 8. Weekly and Monthly Pay:** to receive a report and discuss and decide on the way forward. **(Page 5)**
- 9. Pensions:** to receive an update on staff views and discuss and decide on the way forward. **(to be tabled)**
- 10. Overtime, Sick Leave and Training:** To note update. **(Page 6)**
- 11. North Quay and Link Road Public Conveniences:** to receive a report on staffing implications and discuss and decide on the way forward. **(Pages 7 to 8)**
- 12. Cornwall Leadership Academy:** to receive an update on access to free training programmes. **(Pages 9 to 10)**
- 13. Date of next meeting:** to be determined following May elections.