

PADSTOW TOWN COUNCIL

Unit 5b
Trecerus Industrial Estate
Padstow
Cornwall
PL28 8RW

Kathy Pemberton
Town Clerk
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10 December 2014

TO: STAFFING COMMITTEE
Councillors A Rickard (Chairman), F J Bealing, R Buscombe, Mrs A E Symons and Mrs T Walter

Dear Member

All Members of the Committee are hereby summoned to attend a meeting of the **STAFFING COMMITTEE** at the Council Offices, Units 5b Trecerus Industrial Estate, Padstow on **Tuesday 16 December 2014 at 6.00 pm** for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Yours faithfully


Kathy Pemberton
Town Clerk

A G E N D A

Press & Public are invited to attend

1. To receive **apologies for absence**
2. To receive **announcements** (if any): For information only
3. To receive **declarations of interest** relating to items on the agenda in accordance with Padstow Town Council's 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 and Standing Orders
5. **To agree the minutes** of the meeting held on **Tuesday 16 September 2014**
6. **Date of Next Meeting:** Tuesday 17 March 2015 at 6.00 pm
7. **EXCLUSION OF PRESS & PUBLIC:** To consider and if appropriate, to pass the following resolution: That in accordance with section 1(2) of the Public Bodies (admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.

8. **To agree the confidential minutes** of the meeting held on **Tuesday 16 September 2014**
9. **Staff Update and Issues:** To receive an update on latest issues and discuss and decide on way forward.
10. **Appraisals:** To receive an update for information and discuss and decide on way forward.
11. **Staff Handbook Update:** To receive an update for information.
12. **NJC 2014-16 Payscale:** To receive an update following agreement on rates of pay applicable from 1 January 2015
13. **Lone Worker Device Update:** To receive an update and discuss and decide on way forward.
14. **Free NHS Health Check:** To receive update on this and discuss and decide on way forward.
15. **Overtime, Sick Leave and Training:** To note update for information.