

## PADSTOW TOWN COUNCIL

### Minutes of the Staffing Committee meeting held on Tuesday 16 December 2014 at the Council Offices, Unit 5b Treceus Industrial Estate, Padstow at 6.00 pm

- Present:** Councillors A Rickard (Chairman), F J Bealing and R Buscombe and Mrs T Walter
- In Attendance:** Mrs K Pemberton (Town Clerk)
- S2014/39** **Apologies for absence:** were received from Mrs A E Symons.
- S2014/40** **Announcements:** None
- S2014/41** **Declarations of Interest:** None
- S2014/42** **Public Participation:** None
- S2014/43** **Minutes: Tuesday 16 September 2014: RESOLVED** that the minutes of the meeting held on Tuesday 16 September 2014 were a true record of the meeting and they were signed by the chair.
- S2014/44** **Date of Next Meeting: RESOLVED** that the meeting be rescheduled to Tuesday 24 March 2015 at 6.00 pm due to leave commitments.
- S2014/45** **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**
- S2014/46** **Confidential Minutes: Tuesday 16 September 2014: RESOLVED** that the confidential minutes of the meeting held on Tuesday 16 September were a true record of the meeting and they were signed by the chair.
- S2014/47** **Staff Update and Issues:** See confidential minutes
- S2014/48** **Appraisals:** See confidential minutes
- S2014/49** **Staff Handbook Update:** The Town Clerk to contact Council's HR advisors in the New Year in order to check if Council's Staff Handbook was up-to-date. If not, then to ask this be reviewed and updated and reported to a future meeting.

**S2014/50**            **NJC 2014-16 Payscales:** Committee was advised that agreement on rates of pay applicable from 1 January 2015 had been reached, as detailed in the agenda papers.

**S2014/51**            **Lone Worker Devices:** The agenda report provided an update on a recent trial. Unfortunately it had not worked out due to limited mobile coverage. However, Cornwall Council would be trialling a different system and it was suggested that Council await how their trial had gone with the idea of potentially using the same system.

The matter of two way long range radios was also discussed and suggested a trial be undertaken in this regard. Costs were £145.19 (plus VAT) for a twin pack, £75 for a licence (which was required and would last 5 years) and headsets for £15 to £20 (plus VAT) per set.

**RESOLVED** to recommend to Council that i) a trial be undertaken on two way long range radios and if successful these be purchased; and ii) await outcome of Cornwall Council's lone worker device trial.

**S2014/52**            **Free NHS Health Check:** The Council Support Officer, Julia Downey had approached the NHS regarding free NHS Health Checks for Council employees. These checks are part of the Government's initiative which is aimed at helping prevent heart disease, stroke, diabetes, kidney disease and dementia.

Committee was supportive of this. An appointment slot was scheduled in the New Year.

**S2014/53**            **Overtime, Sick Leave and Training:** The updated was noted for information.

Meeting closed at 6.50 pm.