

PADSTOW TOWN COUNCIL

Unit 5b
Trecerus Industrial Estate
Padstow
Cornwall
PL28 8RW

Kathy Pemberton
Town Clerk
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3 June 2015

TO: STAFFING COMMITTEE

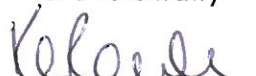
Councillors R Buscombe, J Murt, A Rickard, Mrs A Symons and Mrs T Walter

Dear Member

I hereby give you notice that a Meeting of the **Staffing Committee** will be held at the **Council Offices, Unit 5b Trecerus Industrial Estate, Padstow** on **Tuesday 9 June 2015** 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

Please note start time for this meeting

AGENDA

Press & Public are invited to attend

- 1. Election of Chairman/Vice-Chairman**
 - i) To **ELECT** Committee Chair
 - ii) To **ELECT** Committee Vice-Chair (if Committee so wishes)
- 2. To receive** apologies for absence
- 3. To receive** announcements: **for information only**
- 4.** To receive **declarations of interest** relating to items on the agenda in accordance with Padstow Town Council code of conduct.
- 5. 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.
- 6.** To **agree** the **minutes** of the meeting held on **24 March 2015**
- 7. Committee Terms of Reference:** To review the Committee's terms of reference and make any recommendations for amendment to Council (if necessary)

- 8. 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.
- 9.** To **agree** the **confidential minutes** of the meeting held on **24 March 2015**
- 10. Leave of Absence and Local Government Pension Scheme:** To receive a request and discuss and decide on the way forward
- 11. Staff Updates:** To receive a staff update and discuss and decide on the way forward
- 12. Overtime, Sick Leave and Training:** To note update for information
- 13. Date of Next Meeting: Tuesday 15 September 2015 at 6.00 pm**