



3rd October 2022

To all Members of Council

Dear Councillors,

You are hereby summoned to attend a **Staffing Committee Meeting** to be held at **ClayTAWC, Fore Street, St Dennis on Wednesday the 12th October 2022 To follow on from General Purpose, Finance and Audit Committee Meeting 8.pm (approximately).** for the purpose of transacting the following business.

Yours faithfully

Lynn Clarke

Lynn Clarke
Clerk/RFO

AGENDA

1. Apologies

To receive and approve apologies

2. Declarations of Interest

a) To receive disclosures of Pecuniary Interests;

b) To receive disclosure of Non-Registerable Pecuniary Interests;

c) To disclose the receipt of hospitality or gifts over the value of £10 and

d) To receive written requests for dispensations on items to be discussed at the meeting.

N.B: *If you become aware during the course of the meeting, of an interest that has not been disclosed you must immediately disclose it and request dispensation if necessary.*

3. To review staff wages and salaries for budget purposes.

4. To agree the cost of accessing Cornwall Council online Training at £30 per year per person for office staff.

5. To agree the cost of online health & Safety Training for Casual Staff.

Standing Order 3e

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw'.

- 6. To adopt the Minutes of the Staffing Committee Meeting held on the 29th June 2022.**
- 7. To review the extended probationary period of Office Administrator.**
- 8. To Review Probationary period of Datta Inputter**

Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.

This meeting has been advertised as a public meeting and as such could be filmed or recorded.

Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, the Council cannot guarantee this, especially if you are speaking or taking an active role.