



Notice of Meeting

Staffing Committee

You are hereby summoned to attend the next meeting of the Staffing Committee, to be held at **6.00pm on Monday 8 April 2024** at the Parish Council Rooms, Chyanhale, Ponsmere Valley, Perranzabuloe, TR6 0DB.

Amanda Lash
Parish Clerk
3 April 2024

Agenda

- 1) To **note** Councillors present.
- 2) To **receive** apologies and accept the reasons for any non-attendance.
- 3) To **receive** any declarations of interest on items on the agenda and note any dispensations granted.
- 4) To **receive** and **approve** the minutes of the Committee meeting held on Monday 11 March 2024.
- 5) To **discuss** payment of holiday pay for annual leave not taken and **resolve** on a policy going forward.
- 6) To **note** changes to Employment Relations (Flexible Working) Act 2023 and subsequent amendment to the Staff Handbook.
- 7) To **resolve** on the Library Manager taking TOIL or paid for covering library staff on Saturday 27 April and Saturday 4 May.
- 8) To **resolve** on Beach Warden recruitment documentation and agree further actions, timescale and associated costs.
- 9) To **discuss** public toilet management and **resolve** on further actions and associated costs.
- 10) **Public Bodies (Admission to Meetings) Act 1960. To resolve that in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussions for the following items: Staffing**
- 11) To **receive** an update from the Clerk regarding Street Cleaning Staff and **resolve** on any further actions and associated costs.
- 12) To **note** the date of the next meeting.