



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

11th January 2017

Dear Councillor,

I write to summon you to a meeting of the **Staffing Committee** to be held at the Guildhall on **Tuesday 17th January 2017 at 7.00pm.**

Yours sincerely,

R Lane
Town Clerk

To:

J Brady (Vice Chairman)	Mrs H Frank (Mayor ex-officio)
A Killea	Mrs J Dent (Deputy Mayor ex-officio, Chairman)
W Phillips	
Mrs J Rance	Other members of the council for information

AGENDA

1. Health and Safety Announcements
2. Recording of meetings – please notify the Chairman if you are intending to record this meeting
3. Apologies
4. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting
 - c. To consider dispensations required
 - d. To Note an ongoing dispensation for Councillor Shepherd to act as Chairman of the Saltash Team for Youth.
 - e. To Note a dispensation to all Committees and Full Council to allow setting of budgets and the precept without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.
5. Questions from the public
6. Health and Safety
7. To consider training requests and to report back on training attended
 - a. Training report.
 - b. Fixed penalty notice training
8. Staffing:
 - a. Emerging Staff Structure Options
 - b. Waterfront and Town Warden Posts
 - c. Senior Administration Officer
 - d. Staff Appraisals
 - e. Finance Officer hours
 - f. Apprenticeship
Pursuant to FTC 05.01.2017 Minute no 393/16/17

9. Finance

- a. Cornwall Pension Fund - Funding Strategy Statement 2017 Consultation
- b. To receive the current Committee budget statement
- b. To set the Staffing budget for 2017/18

10. Public Bodies (Admission to Meetings) Act 1960

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted

11. Public Bodies (Admission to Meetings) Act 1960

To resolve that the public and press be re-admitted to the meeting.

12. Reports on exercise of delegated powers under policy

13. Any other urgent staffing matters at the discretion of the Chair

14. Press releases

15. Date of next meeting: Tuesday 21st March 2017 at 7.00pm