



# Saltash Town Council

Konsel An Dre Essa



The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX  
Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)

14<sup>th</sup> June 2017

Dear Councillor,

I write to summon you to a meeting of the **Staffing Committee** to be held at the Guildhall on **Tuesday 20<sup>th</sup> June 2017 at 7.00pm.**

Yours sincerely,

R Lane  
Town Clerk

To:

J Brady	J Dent (Mayor, ex-officio)
G Challen	D Yates (Deputy Mayor, ex-officio)
J Rance	
G Taylor	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. To elect a Chairman
4. To elect a Vice Chairman
5. Apologies
6. 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
7. Questions from the public
8. Health and Safety
  - a. Report on requirement for enhanced DBS checks for staff employed to work at the waterfront and in the town  
Pursuant to Staffing Committee 21.03.2017 minute number 76/16/17
  - b. Any other health and safety issues
9. To consider training requests and to report back on training attended
10. Budget statements
  - a. To receive the current Committee budget statement
11. Staffing:
  - a. Emerging staff structure
  - b. Waterfront and Town Warden staffing
  - c. To consider the appointment of a Town Crier  
Pursuant to Staffing Committee 17.01.2017 minute number 70/16/17
  - d. Staff welfare
12. 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
13. Public Bodies (Admission to Meetings) Act 1960  
To resolve that the public and press be re-admitted to the meeting.

- 14. Reports on exercise of delegated powers under policy
- 15. Any other urgent staffing matters at the discretion of the Chair
- 16. Press releases
- 17. Date of next meeting: Tuesday 19<sup>th</sup> September 2017 at 7.00pm