

PADSTOW TOWN COUNCIL

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3 November 2021

TO: MEMBERS OF THE STAFFING COMMITTEE

Councillors M Rickard (Chairman), A P Flide, R Higman, Mrs A E Symons and Mrs T Walter

Dear Member

All Members of the Committee are hereby summoned to attend meeting of the **STAFFING COMMITTEE** in the **Church Rooms, Church Street, Padstow** on **Tuesday 9 November 2021 at 6.00 pm** for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Yours faithfully

K E Pemberton

Kathy Pemberton
Town Clerk

COVID: Please note this meeting will be operated in a COVID safe way. All attending are asked to respect these provisions which are in place for all our safety.
Capacity Due to COVID: In taking a cautious approach to our Council meetings during this time and following the Council's risk assessment there is a limit on the number of people who can be seated. If you wish to speak to an item on the agenda, it is advisable to contact the council offices in advance of the meeting.

Agenda (Press & Public are invited to attend)

- 1. To receive apologies for absence and announcements (if any)**
- 2. To receive declarations of interest** relating to items on the agenda in accordance with Padstow Town Council's code of conduct.
- 3. 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.
- 4. To agree the minutes** of the meeting held on **Tuesday 5 October 2021**
- 5. Date of next meeting:** Tuesday 7 December 2021 Time: 6.00 pm
- 6. 2021/22 Update and Budget 2022/23:** To receive an update for 2021/22 and to give consideration to budget for 2022/23 in respect of staff/councillor training for recommendation to the Finance and General Purposes Committee.
- 7. Date of next meeting:** Tuesday 7 December 2021 Time: 6.00 pm

- 8. EXCLUSION OF PRESS & PUBLIC:** To consider and if appropriate, to pass the following resolution: That in accordance with section 1(2) of the Public Bodies (admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.
- 9. To agree the confidential minutes** of the meeting held on **Tuesday 5 October 2021**
- 10. 2021/22 Update and Budget 2022/23:** To receive an update for 2021/22 and to give consideration to budget for 2022/23 in respect of staffing for recommendation to the Finance and General Purposes Committee.
- 11. Christmas Bonus:** To consider this matter and discuss and decide on the way forward.
- 12. Staff Update, Issues and Actions from Last Meeting:** To receive an update on latest issues and discuss and decide on way forward.
- 13. Overtime, Sick Leave and Training:** To note update for information.