



St Austell Town Council: Public Notice of Meeting Staffing Committee

Monday 30th March 2026 at **6pm** held in The Stable Block, Penwinnick Road, St Austell, Cornwall, PL25 5DP

(Councillors: Bull, Brown, Hamilton (Chair), Lanxon, Pearce, Rowse, Young)

Members of the public and press are invited to attend the meeting.

David Pooley
Town Clerk

24th March 2026

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AGENDA

1. Apologies for Absence

2. Declarations of Interest

(Purpose: To receive declarations of disclosable pecuniary and other non-registerable interests in respect of items on this agenda).

3. Minutes of meeting held on 2nd December 2025

(Purpose: To agree that the minutes of the above meeting be signed as a correct record).

4. Matters to note

A verbal update from the Town Clerk on the actions taken since the last meeting. (No decision may be made under this agenda item).

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

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

5. Public Participation

(Purpose: To invite members of the public to address the meeting in relation to the business to be carried out at the meeting).

Each person addressing the Council will be allocated a maximum of 2 minutes.

6. Staffing Policies

(Purpose: To review and approve a number of staffing policies)

- Bullying and Harassment Policy
- Capability Procedure
- Disciplinary Procedure
- Flexible Working Policy
- Gifts and Hospitality Policy
- Grievance Procedure
- Leave Policy
- Maternity and Parental Leave Policy
- Menopause Policy
- Staff and Elected Member Training and Development Policy
- Whistleblowing Policy

7. To consider excluding the press and public.

Under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified for the following item:

Item 8 is confidential because it contains personal data.

8. Staff Sickness

(Purpose: To review Staff Sickness for the period 27th September 2025 to 23rd March 2026).

9. Date of Next Meeting

To be confirmed.

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