

# St Austell Town Council



## To: All Members of the Staffing Committee

Dear Councillor

You are summoned to attend a **Meeting of the Staffing Committee** to be held in the **Stable Block, Pondhu House, Penwinnick Road, St Austell, PL25 5DP** on **Friday 5<sup>th</sup> October 2018** at **9.30am**.

David Pooley  
**Town Clerk**

1<sup>st</sup> October 2018

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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 Monday 19<sup>th</sup> July 2018

**Pages  
1 to 4**

(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.

Note: No decision may be made under this agenda item.

**5. 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:*

Items 6-8 are confidential because they contain sensitive staffing information.

**6. Grounds Maintenance Staff**

**Pages  
5 to 8**

(Purpose: To review the pay levels of employees 17 and 18).  
(Report attached).

**7. Library Staff Alignment**

**Pages  
9 to 14**

(Purpose: To consider agreeing a strategy for the alignment of library staff terms and conditions). (Report attached).

**8. Operations Manager**

**Pages  
15 to 16**

(Purpose: To consider approving a professional training opportunity for the Operations Manager). (Report attached).