

MINUTES of a MEETING of the ST AUSTELL TOWN COUNCIL STAFFING COMMITTEE held on MONDAY 5th DECEMBER 2022 at 10am in the Stable Block, Pondhu House, Penwinnick Road, St Austell, PL25 5DP.

Present:

Councillors: Brown, Bull, Double, French and Lanxon (Chair).

In attendance:

David Pooley (Town Clerk), Sara Gwilliams (Deputy Town Clerk).

S/22/01) Election of Chair

The Town Clerk asked for nominations for Chair. A nomination was received for Councillor Lanxon.

It was **RESOLVED** that Councillor Lanxon be elected Chair of the Staffing Committee for the 2022-23 civic year.

S/22/02) Election of Vice-Chair

The Chair asked for nominations for Vice-Chair. A nomination was received for Councillor French.

It was **RESOLVED** that Councillor French be elected Vice-Chair of the Staffing Committee for the 2022-23 civic year.

S/22/03) Apologies for Absence

None.

Councillor Bull advised that she might have to leave early.

S/22/04) Declarations of Interest

None.

S/22/05) Minutes of meeting held on the 19th April 2022

It was **RESOLVED** that the minutes of the Staffing Committee held on 19th April 2022 should be approved and signed as a correct record.

S/22/06) Matters to Note

The Clerk advised that the two Grounds Maintenance Apprentices completed their training and qualified in the summer, but one has since left and has been replaced with a fully qualified, experienced member of staff.

S/22/07) Public Participation

There were no members of the public present.

S/22/08) To consider excluding the press and public

It was **RESOLVED** that under Section 1 (ii) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the remainder of the business of the meeting in view of the confidential nature of the business to be transacted.

S/22/09) Review of Staffing

The Clerk outlined the work of the Town Council's Management Team and Regeneration Officer and the resource envisaged to keep the Town Centre Revitalisation Project moving forward. He emphasised the need for specialist expert resource over the next few months and the staffing budget available to fund resource.

During discussion, Members fully supported the proposals put forward by the Town Clerk and the need to ensure that the right skill sets are in place to ensure that the project is given the best possible chance to obtain large scale grant funding. Members stressed the importance of leadership for the project and that the Town Clerk should continue to provide this role.

It was **RESOLVED** to:

- i. Authorise the Town Clerk to enter into negotiations with suitable consultants /contractors to support the Town Centre Revitalisation Project;
- ii. Authorise the continuation of the post of Regeneration Officer on a 3 month temporary basis, for 1 day a week.

The Town Clerk advised that postholder TC21 qualified as a Grounds Maintenance person in the summer and is carrying out the same duties as the other Grounds Maintenance personnel. He explained the current differentiation between the salary gradings and outlined his recommendation.

It was **RESOLVED** that

- i. Postholder TC21 be regraded from spinal column point 7 to spinal column point 12 with effect from 1st April 2023.

Members noted the national staff pay awards with effect from April 2022, which includes 1 day's extra leave with effect from April 2023. The Clerk explained the pension fund revaluation and the increases due to take effect from April 2023 which have been included within the latest budget projections.

It was **RESOLVED** to note the report.

S/22/10) Staff Sickness Absence

Members reviewed the sickness absence report for all staff and noted that overall, the sickness levels are within acceptable parameters, particularly as some of the sickness recorded related to Covid and or/self-isolation.

S/22/11) Date of Next Meeting

To be confirmed. The meeting closed at 11.10am.