



ST AGNES PARISH COUNCIL

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19th March 2022

TO MEMBERS OF THE HUMAN RESOURCES COMMITTEE:

Councillors: Clark (Chair), Slater (Vice Chair), D Brown, Ripper, Rodda, Woolcott.

Dear Members,

I hereby give you notice that the Meeting of the Human Resources Committee of St Agnes Parish Council will be held on 24th March 2022 at 10:15 at 17 Vicarage Rd, St. Agnes. All Members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely

Lee Dunkley, Parish Clerk

Press & Public are invited to attend. Meetings are held online and are open for public observation.

Members of the public are advised that they will be excluded from the meeting after item "Public Bodies (Admissions to Meetings) Act 1960".

1. Apologies for absence

To **RECEIVE** any apologies.

2. Declarations of Interest/Requests for Dispensation

To **RECEIVE** any declarations of interest. To **RESOLVE** to grant dispensations where appropriate.

3. Approval of the minutes of the meeting of 20th January 2022.

To **RESOLVE** that the [Minutes](#) of the Meeting of the Human Resources Committee as above having been previously circulated, be taken as read, approved and signed.

4. Expenditure on training for maintenance team

To **RESOLVE** to spend on [agreed training](#), comprising £1,720 on essential training and £1,060 on additional chainsaw training as agreed by the working group set up at Full Council on 7th March 2022.

5. Expenditure on training for play area inspectors

To **CONSIDER** [as above](#) and who the Council might fund or charge. To **RESOLVE** a course of action.

6. Expenditure on training for all Councillors

To **CONSIDER** a bespoke session as above delivered by Cornwall Association of Local Councils (forthcoming). To **RESOLVE** a course of action.

7. Expenditure Carbon Literacy training

To **CONSIDER** the recommendation of the Environment & Property Committee that 1 Cllr and the E&P manager attend Carbon Literacy Training and go on to train staff and Cllrs (forthcoming). To **RESOLVE** a course of action.

- 8. Chartered Institute of Library and Information Professionals (CILIP) Membership for the Library Manager**
To **CONSIDER** funding [as above](#) and to **RESOLVE** a course of action.
- 9. Suggested items for next agenda**
To **NOTE** any suggested items for the next Committee meeting: Lone working policy; vandalism at public toilets.
- 10. Public Bodies (Admissions to Meetings) Act 1960**
To **RESOLVE** that in view of the confidential or special nature of the business about to be transacted it is advisable that the press and public be excluded and instructed to withdraw during the discussion for the following items: Staffing.
- 11. Matters arising from the minutes.**
To **NOTE** any matters arising.
- 12. Facilities Operative vacancy**
To **RECEIVE** an update as above.
- 13. National Salary Award**
To **NOTE** that the above [rise of 1.75%](#) applies to Council staff.
- 14. Appraisal completion – all staff**
To **NOTE** each completed appraisal form for every member of staff, completed in February and March 2022 (attached). To **CONSIDER** any matters arising from the appraisals.