



Lostwithiel Town Council - Staffing Committee Meeting

A Meeting of the Town Council's Staffing Committee was held in Lostwithiel Library on Tuesday 11 April 2017 at 7pm.

Public Participation – None

Meeting Minutes

Councillors present

Committee Chairman Councillor Mrs Ross,
Committee Vice Chairman Councillor Jewels,
Mayor Gillett, Councillor Hensman,
Councillor May & Councillor Mrs Parsons.

In attendance

Town Clerk Mrs Harris

No members of the public were in attendance

Public Participation

None

SC80/16 APOLOGIES

Apologies for absence were received and accepted from the following Councillors: -
Councillor Mrs Henderson & Councillor Watkins

SC81/16 DECLARATIONS OF INTEREST

None

SC82/16 MINUTES

Councillor Hensman joined the meeting.

It was **resolved** that the minutes of the Staffing Committee meeting dated 14 March 2017 are accepted, approved and signed by Committee Chairman Councillor Mrs Ross as being a correct record.

SC83/16 STAFF HANDBOOK

It was **resolved** to recommend to Council the holiday paragraph for new entrants as drafted subject to the wording being approved by South West Councils.

SC84/16 OFFICE

It was **resolved** to recommend to Council the purchase of a new computer, keyboard and mouse, the networking of the computers, a chair, footrest, desk lamp and fridge at a total cost of £770 plus VAT.

SC85/16 SLCC Training – How to promote your assets, venues and facilities
It was **resolved** that the clerk should now register to attend this course in Somerset.

SC86/16 SLCC Training – Planning Demystified
It was **resolved** to authorise the attendance of the Town clerk at a cost of £165 plus Vat and travelling expenses.

SC87/16 SLCC Training – Data Protection
It was **resolved** to authorise the attendance of the Town clerk at a cost of £165 plus Vat and travelling expenses.

SC88/16 CLOUD BACKUP
It was **resolved** not to pursue remote access and cloud backup with Microshade VSM.

SC89/16 ITEMS FOR NEXT AGENDA
None

The meeting closed at 7.40pm

Chairman

Date