



Lostwithiel Town Council - Staffing Committee Meeting

Wednesday 10 November 2021

Meeting Minutes

A Meeting of the Town Council's Staffing Committee was held on Wednesday 10 November at 6pm.

Councillors present

Mayor Ross, Councillor Anders & Councillor Guiterman.

In attendance

No members of the public were in attendance
Town Clerk Mrs Harris was in attendance

Mayor Ross chaired the first agenda item.

SC01/21 Election of Staffing Committee Chairman

Mayor Ross invited nominations for the position of Staffing Committee Chairman.

It was **resolved** that Mayor Ross elected Chairman of the Staffing Committee for the Civic Year 2020/21. Vote 3 in favour.

Mayor Ross took the Chair.

SC02/21 Election of Staffing Committee Vice Chairman

Committee Chairman Mayor Ross invited nominations for the position of Staffing Committee Vice Chairman.

It was **resolved** that Councillor Guiterman is elected Vice-Chairman of the Staffing Committee for the Civic Year 2020/21. Vote 3 in favour

SC03/21 Apologies

Apologies were received and accepted from Councillor Lindley.

SC04/21 Declarations of Interest

None

SC05/21 Public Participation

None

SC06/21 Minutes

It was **resolved** that the minutes of the Staffing Committee meeting dated 27 April 2021 are accepted, approved and signed by Mayor Ross. Vote 2 in favour, 1 abstention.

SC07/21 Staffing Committee Terms of Reference

The Staffing Committee Terms of Reference approved by Council on 18 May 2021 were noted by the Committee.

SC08/21 Working from home

It was **resolved** to recommend to Council that a hybrid working policy is introduced to facilitate some working from home, the number of hours working from home should not impact on the ability of Lostwithiel residents to contact the Town Council office.

Vote 3 in favour

SC09/21 New laptop

It was **resolved** to recommend to Council that the Council purchases a new laptop up to the value of £1000 plus VAT. The Town Clerk is instructed to check that the laptop's specification is sufficient to run the new accounting programme. Vote 3 in favour

SC10/21 Items for next agenda

None

The meeting closed at 7.30pm

Chairman

Date