Lostwithiel Town Council
Staffing Committee Meeting
will be held
on
Wednesday 25 November 2026
at
Lostwithiel Guildhall at 5.30pm

Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting. Therefore, please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **the council cannot guarantee this**, especially if you are speaking or taking an active role. The Council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings or infringe the core values of the Council. This includes refraining from editing an image or views expressed in a way that may ridicule or show lack of respect towards those being filmed or recorded.

Lostwithiel Town Council has signed the Civility & Respect Pledge agreeing that it will treat all Councillors, the Clerk and all employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles. All meetings will be managed with this pledge in mind.

Under the Local Government Act 1972 Sch 12 10(2)(b), Council is unable to make any decision on matters not listed on the agenda.

Members and Members of the Public are asked to set device ring tones/alerts to silent.

Meeting Agenda

1. Apologies – to receive and accept Apologies of Absence

2. To receive from Council Members any Declarations of Interest
   (Localism Act 2011)
   a) Pecuniary Interests – to receive Declarations of Pecuniary Interests as declared on the Register of Interests
   b) Non-registerable Interests – to receive Declarations of Non-registerable Interests
   c) Dispensations - to consider and report on any requests for dispensation in line with the Council's Code of Conduct
   d) Gifts & Hospitality – to declare any gifts or hospitality in line with the Council's Code of Conduct

3. Public Participation - Time allowed for members of the public to address the Council on matters on the agenda. A question shall not require a response at the meeting nor start a debate on the question. The Mayor or meeting Chair may direct that a written or oral response be given – Maximum time allowed 15 minutes.
   (Public Bodies (admission to Meetings) Act 1960)

4. Meeting Minutes - to receive and resolve to adopt the minutes of the Staffing Committee Meeting held on 28 October 26 having previously been circulated and taken as read.

Under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Closed session

5. Staffing Matters – to make reasonable recommendations to Council following receipt of correspondence.

S Harris

Sandra Harris
Town Clerk
19 November 2026