

LANTEGLOS-BY-FOWEY PARISH COUNCIL

MINUTES OF THE STAFFING COMMITTEE MEETING

HELD ON MONDAY, 26th APRIL 2021 @ 10am

NOTE – it is advisable for all those joining a ‘Zoom’ meeting to check their security settings.

Minute	AGENDA ITEMS	Action
	Attendance – Cllrs. Adams (Committee Chair), Kelly, Shakerley, Talling; and the Clerk. Cllr. Moore (PC Chair was in attendance).	
	Chairman’s Welcome – this is a closed meeting of the Parish Council. NOTE – the meeting to be chaired by Cllr. Adams. NOTE – the Chair and Clerk to be in attendance.	
SC01/2021	Apologies – none.	
SC02/2021	Members’ Declarations – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-registerable Interests</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – none.	
SC03/2021	Complaints – a. A complaint had been received regarding a member of staff. The complainant had been advised to put his complaint in writing to the Chair in accordance with the Parish Council’s Complaints Procedure. As yet no written complaint had been received. b. A complaint had been received regarding a Councillor. This had been dealt with under the Code of Conduct and the complaint had been upheld. Mr Simon Mansell, CC had confirmed the <u>Assessment Decision Notice</u> can be published on the PC’s website after the Election and a copy to be provided to the newly elected Members. The matter will be retained on file for future reference.	Clerk Cllr. Moore
SC04/2021	Offence Emails – Members considered how to deal with an offensive email sent to the Chair and Clerk from a Member. On the advice of Mr Mansell the offensive comments had been reported to the Police. The matter will be retained on file for future reference. The Staffing Committee expressed their support for the PC Chair and Clerk.	
SC05/2021	Meeting Closed – 10:30am.	
	Note – Cllrs. Moore and Adams then met with the Clerk for her appraisal.	

Signature: (Cllr. Pat Moore OBE)
Parish Council Chair

Date: 27th April 2021