

Cockermouth Town Council



Dear Councillor,

You are summoned to a meeting of the Staffing Committee of Cockermouth Town Council to be held in the Town Hall, Cockermouth on **Monday 15th July 2024 at 11.00 am.**

Please submit apologies in writing with reason to the Clerk.

Jane Ollerenshaw

Jane Ollerenshaw
Town Clerk
10th July 2024

Members of the public are welcome to attend. Please note that the meeting may be audio or video recorded. Please could members of the public who intend to record the meeting inform the Clerk so that other members of the public are not recorded without their permission.

AGENDA

1. **Apologies for absence**
2. **To authorise the Chair to sign as a correct record, the minutes of the last Staffing Committee meeting held on 15th April 2024**
3. **Declarations of Interest** – Members to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest in relation to any item on the agenda in accordance with the code of conduct.
4. **Training.** To authorise the clerk's enrolment on the CALC led CiLCA course as a refresher.
5. **Employment Policies.** To review current policies and procedures, identifying any gaps.
6. **Exclusion of Press & Public** To resolve that under the Public Bodies Admissions to Meeting Act 1960, the public be removed due to the following items of business containing personal information relating to staff.
7. **Clerk's Updates** Progress and feedback on previous actions.
8. **Exit Interview.** Feedback from informal exit interview.
9. **Town Hall Opening Times.** To consider the effectiveness of current opening times and to consider alternatives.
10. **To confirm the date of the next ordinary meeting of the Staffing Committee, 14th October 2024.**

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Cockermouth

Cumbria

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Joint Winners
Council of Europe Year 2000
Europe Prize

Previous Awards
Plaque of Honour, Flag of Honour
European Diploma