

Minutes of a Staffing Committee meeting of Cockermouth Town Council held in the council chamber, Town Hall, Cockermouth on Monday 14th July 2025 at 11.00am.

Present:

Councillor Stephen Barnes

Councillor Marion Bowman

Councillor Isabel Burns

Councillor Gillian Telford

Councillor Richard Watson (Chair)

Mrs Jane Ollerenshaw – Clerk

11.04 Meeting opened.

050/25 Apologies None.

051/25 To approve the minutes of the Staffing Committee meeting of 7th April 2025. Resolved to approve the minutes.

052/25 Declarations of interest None.

053/25 Review of Committee Terms of Reference. Resolved to reconfirm the existing terms of reference without change.

054/25 Training Plan for New Councillors. Councillors agreed that a procedure should be established to brief new councillors after an election. There had been a very brief induction after the 2023 election, but a lot of things were still not covered. After some discussion, it was decided that the full Council should be informed and given the opportunity to have input. This would be mentioned at the next available meeting.

055/25 Exclusion of Press & Public No public were present.

056/25 Clerk's Updates. The Clerk reported on staff's secondary employment. They were still within the working time directive's limit. Appraisals would be completed before the next Staffing Committee meeting and the Clerk would make any recommendations then. The Clerk would now start to work from home on Mondays. Although important emails would be dealt with, the day would be focussed on study and course work.

057/25 Date of next meeting. Confirmed as Monday 6th October 2025.

11.43 Meeting closed.