

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 April 2024 at 11.00 am.**

Please submit apologies in writing with reason to the Clerk.

Jane Ollerenshaw

Jane Ollerenshaw
Town Clerk
10th April 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 February 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. **Safety Measures re Lone Working and Building Occupancy.** To discuss the possible implementation of systems for personnel safety.
5. **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.
6. **Staff Updates** To discuss progress on appraisals, staffing levels and training needs.
7. **Clerk's Probationary Period.** To review the Town Clerk's performance during the probationary period and to decide what recommendation to make to the Council.
8. **To confirm the date of the next ordinary meeting of the Staffing Committee.**

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Joint Winners
Council of Europe Year 2000
Europe Prize

Previous Awards
Plaque of Honour, Flag of Honour
European Diploma