

Minutes of the Personnel Committee of St Just in Roseland Parish Council held on Monday 30th June in the Millennium Rooms, St Mawes. The meeting commenced at 5.15pm.

Councillors Present: K. Warren (Chairman), E. Andrew, A Fordham and C Williams
Also present: H. Couch (Clerk) and 0 members of the public.
Other Councillors – none

Cllr Warren welcomed everyone to the Personnel committee meeting of St Just in Roseland Parish Council.

1. To accept apologies for absence – Cllr Giles (Council Chairman)

2. Declaration of Interest:

- a) Disclosable Pecuniary Interest – *Cllr Fordham if anything relates to the Parish Administrator
- b) Non-Registerable Interest – None declared
- c) Of gifts to the value of more than £25 - None declared
- d) To consider requests for dispensation on items on the agenda – None declared

3. Public Participation – None

4. Confirmation of the minutes of the Parish Council Meeting held on 21st May 2025:

The Council RESOLVED, by a show of hands by those who had attended the said meeting that the minutes of the meeting be approved, with the wording amendment. All in favour and they were duly signed by the Chairman.

Matters arising:

- ILCA (Introduction to Local Council Administration) – Parish Administrator has completed this qualification.
- Benchmarking of Parish Clerk role – Clerk updated that this has been requested through the Cornwall Association of Local Clerks and information will be sent through to be completed.
- Payroll provider – Clerk has been made aware that additional charges would be added to the cost for providing the payroll and Cornwall Council have now been contacted to provide a quote.
- Contracts/Pension Details/Spinal Points defer until next meeting

5. Review of Policies

- Code of Conduct
- Standing Orders

After consideration, it was agreed that these two policies would be recommended for approval at full parish council meeting with the agreed amendments.

- Social Media – defer until next meeting
- Complaints will be the next policy at a future meeting.

6. Staff Issues

There were no issues to note at this stage.

7. Any other business that the Chairman considers to be of urgency - none

CONFIDENTIAL MATTERS

Noted accordingly.

There being no further business, the meeting closed at 6.35 pm

Signed as a true record.....Chairman Cllr. K Warren

Dated