



St Stephen in Brannel Parish Council

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5 April 2017

To all Members of Council

Dear Members,

You are hereby summoned to a meeting of the Employment & Cemeteries Committee to be held in the Brannel Room, St Stephen on Wednesday 12 April 2017 commencing at 7.30pm, for the purpose of transacting the following business.

Yours faithfully,

LCRanger

Linda Ranger
Deputy Clerk

Press & Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

Members are reminded that the Council has a general duty to consider the protected characteristics of the 2010 Equalities Act in the exercise of any of its functions:

1) Apologies

To receive and approve apologies and to note apologies not received.

2) Declarations of Interest

To receive any declarations of interest from Members.

3) Dispensation Requests

The Clerk will consider and report on any requests for dispensation in line with the Council's Code of Conduct 2012.

4) Public Participation¹

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda.

5) Previous Meeting Minutes

To adopt the minutes of the Employment & Cemeteries Committee meeting held on Wednesday 11th January 2017.

¹ Total time allowed will be 15 minutes (limit of 5 minutes per person which may be varied at the discretion of the Chairman).

- 6) **Matters Arising** – For Information Only.
To note any matters arising from the minutes.
- 7) **Work Schedule**
To receive a report on work carried out and discuss the work schedule for the forthcoming months.
- 8) **Digger Hire**
To receive details of hire expenditure to date.
- 9) **New Equipment**
To receive a report from the Team Manager on the purchase of new equipment required.
- 10) **Crib Hut, Nanpean Cemetery, Nanpean**
To receive an update on the construction of a new Crib hut and discuss the way forward.
- 11) **War Memorial**
To discuss and agree the next steps for new commemorative plaques for Nanpean and St Stephen Churchtown Cemetery War Memorials
- 12) **Burial Fees**
To discuss and review the current burial fees.
- 13) **Training**
 - a) *To discuss Simon Newland attending a Team Leader course*
 - b) *To discuss Linda Ranger and Ruth Mills attending a VAT course*
 - c) *To discuss Linda Ranger attending a Fire Marshall course*
 - d) *To ratify Ian Brokenshire, Steve Dowrick Simon Newland and Gary Warne attending a Manual Handling course*
- 14) **Whitemoor Footpath**
To consider a request from Imerys to take over the on-going management of the footpath linking North Rd to Crown Rd, Whitemoor.
- 15) **Information & Answers** (For information only)
To receive information including an update on any meetings attended by Members as representatives of the Parish Council.
- 16) **Confidential**
 - a) *Staffing report*
 - b) *Staffing appraisals*
 - c) *First Aid payment*

Councillors are requested that all mobile phones be turned onto silent during the meeting.

Committee Members

Cllr R Allsopp
Cllr Mrs Allsopp
Cllr Hallett (Vice Chairman)
Cllr McLening
Cllr J Mills
Cllr Sibley (Chairman)
Cllr Wonnacott MBE
Cllr Mrs Yates

Substitute Members

Cllr Simpson