

**Extra-ordinary meeting of St Mabyn Parish Council held at 8pm**

**on 2<sup>nd</sup> May 2017 at St Mabyn Memorial Hall**

Present; Cllrs Mark Grigg, Alf Finnamore, Jake Gillespie, Alison Batchelor, Penny Lloyd, Charlie Daniels, Carol Bray

1. Apologies for absence

Rob Chadwick

The Chairman explained that this meeting has been called as it has been brought to the Council's attention that there are some simple but necessary legislative matters that need to be addressed before a new term of the Parish Council.

2. Declaration of Interest in items on the Agenda

None declared.

3. St Mabyn Parish Council Staffing Committee to adopt terms of reference.

Under advisement from CALC, it has been noted that the Terms of Reference need to be adopted in order to clarify scope of authority of the Staffing Committee.

The Parish Council resolved to adopt the Model Terms of Reference as recommended by CALC.

Proposed by Alf Finnamore, seconded Alison Batchelor, all in favour.

4. To resolve to affiliate to SW Councils for the year 2017/18

Jake Gillespie explained that we need to affiliate to an external HR organisation in order to be able to access training for Councillors and Clerks and for their professional guidance.

The Parish Council resolve to affiliate with South West Councils (a not for profit organisation) at a cost of £395 (annual fee).

Proposed Jake Gillespie, seconded Carol Bray, all in favour.

Meeting closed at 8.25pm