



1 Nancevallon, Higher Brea, Camborne, TR14 9DE

Clerk to the Council, Mrs Karen Harding

clerk@kenwynparishcouncil.gov.uk

Telephone 01209 610250/ 0800 2346077

**MINUTES OF THE EMPLOYMENT COMMITTEE MEETING HELD ON MONDAY 6th FEBRUARY 2023
HELD AT SHORTLANESSEND VILLAGE HALL AT 5PM**

PRESENT: CLLR. I HOLROYD (CHAIRMAN), CLLR. M HARRY (VICE-CHAIR) AND CLLR W ROBINSON

Also present: CLLR B HILTON (MINUTE TAKING FOR THE MEETING)

The Chairman opened the meeting and made the following statement –

Tonight's meeting is in response to communications we have received from Cornwall Association of Local Councils (CALC) about questions that have been raised.

Sarah Mason (the County officer) has said that we have not acted unlawfully, nor have we engaged in any disaggregated contracts but, to stop any similar questions being raised at future meetings, that the council could tighten up procedures which is the reason for this meeting tonight.

195/2023 APOLOGIES: CLLR R PENHALLURICK

196/2023 TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS

MEMBERS ARE INVITED TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS IN ITEMS ON THE AGENDA AS REQUIRED BY THE KENWYN PARISH COUNCIL CODE OF CONDUCT FOR MEMBERS AND BY THE LOCALISM ACT 2011.

No declarations of interest.

197/2023 TO CONSIDER ADVICE FROM CORNWALL ASSOCIATION OF LOCAL COUNCILS AS FOLLOWS

- **That the council confirms the details of a scheme of delegation for minor repair works and how approval is given at various levels of expenditure (already delegated to the Clerk by way of the Contract of Employment)**
- **That the council reviews the specification of work undertaken by the preferred contractor and in due course considers how to formalise this arrangement by agreement**

Detailed discussions took place between Cllr. Holroyd, Cllr. Robinson and Cllr. Harry.

198/2023 TO MAKE RECOMMENDATIONS FOLLOWING THE DISCUSSIONS TO THE FULL COUNCIL MEETING ON 13TH FEBRUARY 2023

The recommendation put forward by the committee is:

Up to £1000 at the Clerks discretion, between £1000 and £5000 at the Clerks discretion in consultation with the Chair and Vice-Chair and over £5000 to be referred back to full council UNLESS there is an immediate risk of injury at which point the Clerk can act in consultation with the Chair and Vice-Chair.

That Kenwyn Parish Council accept and formalise the property check (separate Word document), that can be reviewed annually if needed, as the work carried out for the Parish Council by the preferred contractor.

Proposed by: Chairman

Vote: unanimous

199/2023 ANY OTHER ITEM THE CHAIRMAN DEEMS AS URGENT

No other items.

The meeting closed at 5.14pm