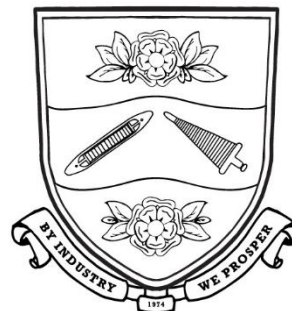


TODMORDEN TOWN COUNCIL

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**Minutes of the Meeting of Staffing Committee of Todmorden Town Council
 Held at Todmorden Town Hall on Wednesday 26th June 2024 at 7.30pm**

Councillors present: *Cllrs M Carrigan, A Hollis, D Skelton (Sub for A H Greenwood), L Thorpe, S Martin (Sub for S Cheraghi-Sohi), J Turner and B Jancovich*

Officers: *Ms N Crewe (Town Clerk & RFO)*

Members of the Public: 0

2024(SC)001	<p>1. Apologies for Absence To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting noting substitutions at late notice will be allowed.</p> <p><i>Apologies were received from Cllrs A H Greenwood and S Cheraghi-Sohi.</i></p> <p>Proposed by Cllr A Hollis Seconded by Cllr L Thorpe <i>Unanimously Approved</i></p> <p>RESOLVED: <i>That the apologies of Cllrs A H Greenwood (Prior Commitment) and S Cheraghi-Sohi (Family Commitment) and their reasons for absence are accepted.</i></p>
2024(SC)002	<p>2. Declarations of Interest To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest.</p> <p><i>Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member, with a disclosable pecuniary interest, to leave the room where the meeting is held while any discussion or voting takes place.</i></p> <p><i>TC made a declaration in regards to item 7.</i></p>
2024(SC)003	<p>3. Public Participation To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can be under public participation.</p> <p><i>Note: No resolutions can be under public participation.</i></p> <p><i>No public present.</i></p>

That the proposed new structure would come into effect as of October 2024.

That Members approved the proposed Job Descriptions subject to recommended amendments.

That Members agreed that the Community Support Officers role is advertised as a minimum of a 2 year contract subject to employment terms and reviews.

Meeting closed at 8.45pm.