



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT
Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr Ms D L Reeve

Town Clerk: P B Bennett

Our Reference:
RTC/400/1/Mtg
Date:
3rd March 2021

See Distribution

Dear Councillor

Meeting of the Staffing Committee – 9th March 2021

You are summoned to attend the Monthly Meeting of the Redruth Town Council to be held remotely and virtually on Tuesday 9th March 2021. Proceedings will commence promptly at 7 p.m.

The Agenda and associated papers are enclosed for your reference and information.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P B Bennett', written over a horizontal line.

Peter Bennett
Town Clerk

Enclosures

Agenda and associated documentation.

Distribution:

Action:

Cllr Biscoe
Cllr Mrs Biscoe
Cllr Brown
Cllr Mrs Davidson
Cllr Mrs Ellenbroek
Cllr Garrick
Cllr Reeve

Information:

All other Town Councillors

Meeting of the Redruth Town Council Staffing Committee

9th March 2021

AGENDA

PART I - PUBLIC SESSION

1. To confirm members can communicate with others at the meeting and to receive apologies for absence.
2. Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda.
3. To exclude the press and public from the meeting for the remaining item of business as their presence would be prejudicial to the public interest by virtue of the confidential nature of the subject matter (employee terms and conditions), and on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12(A) of the 1972 Local Government Act.

PART II – PRIVATE SESSION

4. To confirm members can communicate with others at the meeting and to confirm that they are alone with no member of the public able to see or hear proceedings.
5. To receive an update on the overall progress of the Organisational & Staffing Review recommendations to date. [See report attached]
6. To receive a report on the Administration & Finance Department – New Structure and Scope. [See report attached]
7. To receive a report on the Facilities Department – Revised Job Descriptions & Role Re-Grading Facilities JDs