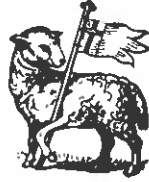


**REDRUTH TOWN  
COUNCIL**



**CONSEL AN DRE  
RESRUDH**

Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT

Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

**Town Mayor: Cllr M J Brown**

**Town Clerk: P B Bennett**

See Distribution

*Our Reference:*  
RTC/400/1/Mtg  
*Date:*  
27<sup>th</sup> May 2021

Dear Councillor

**Extraordinary Meeting of the Staffing Committee – 2<sup>nd</sup> June 2021**

You are summoned to attend an Extraordinary Meeting of the Redruth Town Council Staffing Committee to be held in the Langman Room, Redruth Civic Centre, Alma Place, on Wednesday 2<sup>nd</sup> June 2021, commencing 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 'M J Brown'.

Cllr Matthew Brown  
Town Mayor & Chair, Staffing Committee

Enclosures:

Agenda and associated documentation.

Distribution:

Action:

Cllr Barnes  
Cllr Biscoe  
Cllr Mrs Biscoe  
Cllr Brown  
Cllr Collins  
Cllr Mrs Ellenbroek  
Cllr Reeve  
Cllr Thomas  
Cllr Tremayne  
Louise Cantrill, Skylite Associates

Information:

All other Town Councillors

**Extraordinary Meeting of the Redruth Town Council Staffing Committee**  
**2<sup>nd</sup> June 2021**  
**AGENDA**

**PART I - PUBLIC SESSION**

1. 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 receive update on HR/Staffing recruitment and processes from Louise Cantrill, Skylite Associates. [See report attached]
5. To approve additional assistance for office staff. [See report attached]
6. To consider the hours for the Operations and Facilities Officer post. [See report attached]