

**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 R S Barnes**

**Town Clerk: C Caldwell**

*Our Reference:*  
RTC/400/1/Mtg  
*Date:*  
2<sup>nd</sup> April 2025

See Distribution

Dear Councillor

**Meeting of the Staffing Committee – 7<sup>th</sup> April 2025**

You are summoned to attend a Meeting of the Redruth Town Council Staffing Committee to be held in the Langman Room, Redruth Civic Centre, Alma Place, on Monday 7<sup>th</sup> April 2025. Proceedings will commence at 8:00pm, following the Finance Committee meeting.

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

Yours sincerely

A handwritten signature in black ink, appearing to read 'C. Caldwell', followed by a long horizontal flourish.

Charlotte Caldwell  
Town Clerk

Enclosures

Agenda and associated documentation

Distribution:

Action:

Cllr Barnes  
Cllr Biscoe  
Cllr Mrs Biscoe  
Cllr Brown  
Cllr Craze  
Cllr Garrick  
Cllr Thomas  
Cllr Tremayne

Information:

All other Town Councillors

**Redruth Town Council**  
**Meeting of the Staffing Committee**  
**7<sup>th</sup> April 2025**

**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 confirm the Minutes of the Meeting of the Staffing Committee held on 3<sup>rd</sup> February 2025. [Minutes attached]
4. 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**

5. To consider the report of the HR Manager regarding the new Facilities Technician. (report attached.)
6. To receive a verbal update from the Town Clerk on Staffing matters since the Organisational Review.



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**Town Mayor: Cllr R S Barnes**

**Town Clerk: Ms C Caldwell**

Minutes of a Meeting of the Redruth Town Council Staffing Committee held at Redruth Civic Centre, Alma Place, Redruth on Monday 3rd February 2025

Present: Cllr M Brown Chair  
Cllr R S Barnes  
Cllr A Biscoe  
Cllr H Biscoe  
Cllr C Garrick  
Cllr I Thomas

In attendance: Ms C Caldwell Town Clerk  
Mrs C Rundle Administration Manager  
Ms L Cantrill Skylite Associates  
Cllr D Reeve  
Cllr R Major

PART I - PUBLIC SESSION

- 1609.1 **To receive apologies for absence**  
Apologies were received from Cllr Tremayne & Cllr Craze
- 1609.2 **Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda**  
None were declared.
- 1609.3 **To confirm the Minutes of the Meeting of the Staffing Committee held on 18th November 2024**
- 1609.3.1 Unanimously RESOLVED to accept the Minutes of the Meeting of the Staffing Committee held on 18<sup>th</sup> November 2024 as a true and accurate record of proceedings [Proposed Cllr Thomas; Seconded Cllr H Biscoe].
- 1609.4 **To reconfirm the Council's commitment to sign the Civility and respect pledge**
- 1609.4.1 Unanimously RESOLVED reconfirm the Council's commitment to sign the Civility and Respect pledge. [Proposed Cllr Brown; Seconded Cllr Garrick].
- 1609.5 **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**
- 1609.5.1 Unanimously RESOLVED 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. [Proposed Cllr Brown; Seconded Cllr A Biscoe]

**PART II – PRIVATE SESSION**

**1609.6 To consider the report of the Town Clerk**

1609.6.1 A confidential report had been circulated prior to the meeting by the Town Clerk. Unanimously RESOLVED to accept the recommendations made by the Town Clerk under point 2.2 of the report [Proposed Cllr H Biscoe; Seconded Cllr A Biscoe] and point 2.3 of the report [Proposed Cllr Brown; Seconded Cllr H Biscoe]

**1609.7 Organisational Review Update report (Presentation by Skylite Associates)**

1609.7.1 A presentation and update was given to all members by Skylite Associates regarding the current Organisation review.