



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

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

Town Mayor: Cllr A Biscoe

Town Clerk: C Williams

Our Reference:

Staffing Comm

Date:

7th July 2026

See Distribution

Dear Councillor

Meeting of the Staffing Committee – 13th July 2026

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 13th July 2026. Proceedings will commence 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 that reads "Charlotte Williams". The signature is written in a cursive style with a long, sweeping underline.

Charlotte Williams
Town Clerk

Enclosures

Agenda and associated documentation

Distribution:

Action:

Cllr Reeve
Cllr Broad
Cllr Allen
Cllr A Biscoe
Cllr Tremayne
Cllr H Biscoe
Cllr Jolly
Cllr Thomas
Cllr Selwood

Information:

All other Town Councillors

Redruth Town Council
Meeting of the Staffing Committee
13th July 2026
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 receive nominations for the Chair of Staffing Committee and to vote in the Chair for the municipal year 2026/27. (who will then chair the meeting from heron in.)
4. To receive nominations for Vice-Chair of Staffing Committee and to vote in the Vice-Chair for the municipal year 2026/27.
5. To confirm the Minutes of the Meeting of the Staffing Committee held on 20th April 2026. [Minutes attached]
6. 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

7. To consider the report of the HR Manager (report attached)
8. To consider the report of the Deputy Town Clerk/RFO (report attached)
9. To receive a verbal report from the Town Clerk, Deputy Town Clerk/RFO and HR Manager on the Strategic Projects Officer.



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Town Mayor: Cllr A Biscoe

Town Clerk: Mrs C Williams

**Minutes of a Meeting of the Redruth Town Council Staffing
Committee held at Redruth Civic Centre, Alma Place, Redruth
on Monday 20th April 2026**

Present:

Cllr D Reeve Chair

Cllr P Broad

Cllr E Allen

Cllr R S Barnes

Cllr A Biscoe

Cllr H Biscoe

Cllr R Jolly

Cllr J Morrison

Cllr I Thomas

Cllr W Tremayne

In attendance:

Mrs C Williams

Town Clerk

Mrs H Bardle

Deputy Town Clerk & Responsible Finance Officer

PART I - PUBLIC SESSION

1661.1 To receive apologies for absence

Apologies were received from Cllr B Ellenbroek and Cllr W Tremayne, and from Mrs C Rundle, the HR Manager.

1661.2 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.

1661.3 To confirm the Minutes of the Meeting of the Staffing Committee held on 19th January 2026

1661.3.1 RESOLVED by MAJORITY to accept the Minutes of the Meeting of the Staffing Committee held on 19th January 2026 as a true and accurate record of proceedings [Proposed Cllr D Reeve, Seconded Cllr A Biscoe]. Cllrs Jolly and Morrison abstained.

1661.4 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

1661.4.1 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 I Thomas; Seconded Cllr S Barnes].

PART II – PRIVATE SESSION

1661.5 To consider the report of the HR Manager

A report had been circulated prior to the meeting.

Cllr Barnes asked how many staff were trained as first aiders. The Clerk responded that there are six first aiders and seven fire wardens.

The report contained a list of staff members who had satisfactorily completed six months' probation in their roles. The report recommended that their appointments be made permanent and asked the Councillors to approve the recommendation.

1661.5.1 Resolved by the MAJORITY to approve the permanent appointments set out in the HR Manager's report. [Proposed Cllr S Barnes; Seconded Cllr H Biscoe]. Cllr E Allen abstained.

1661.5.1 Unanimously RESOLVED to accept the report. [Proposed Cllr S Barnes; Seconded Cllr H Biscoe]

Chair