



# HELSTON TOWN COUNCIL

*Konsel an Dre Hellys*

THE GUILDHALL • HELSTON • CORNWALL • TR13 8ST

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Pamela Lavelle Town Clerk



28th May 2024

To: The Mayor (Councillor M J Kenchington) and Councillors Mrs F N E Boase,  
T Grattan-Kane, D Willey, E Yates

Copy to Members of the Town Council for information

Dear Councillor,

A Meeting of the Staffing Committee will be held in The Guildhall, Helston on **MONDAY 9<sup>TH</sup> SEPTEMBER 2024 at 7.00 p.m.** for the purpose of transacting the undermentioned business.

Yours faithfully

Pamela Lavelle  
Town Clerk

## **AGENDA**

1. Apologies for absence.
2. Declarations of Interest.
3. To approve and sign the Minutes of the meetings held on 3<sup>rd</sup> June 2024 (**Pages 3**).
4. Exclusion of the Press and Public  
The Committee is invited to pass the following resolution:-

“That pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act, 1960 the press and public be excluded from the Meeting for the following item of business by reason of the confidential nature of the business to be transacted.”

5. To consider a confidential report of the Town Clerk regarding Staffing Matters (**Page 5**).

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**MINUTES OF A MEETING OF THE STAFFING COMMITTEE**  
**HELD IN THE GUILDHALL**  
**ON MONDAY 3<sup>RD</sup> JUNE 2024 AT 7.00PM**

**Councillors:** T Grattan-Kane in the Chair

Mrs F N E Boase D Willey  
M J Kenchington (Town Mayor)

**Officers:** Miss P J Lavelle –Town Clerk

**31. Election of Chair and Vice-Chair**

It was proposed by Councillor Mrs Boase, seconded by the Mayor, and unanimously

RESOLVED – that Councillor Grattan-Kane be elected as Chair of the Committee for the ensuing year.

It was further proposed by the Chair, seconded by Councillor Mrs Boase, and unanimously

RESOLVED – that the Mayor, Councillor Kenchington, be elected as Vice-Chair of the Committee for the ensuing year.

**32. Minutes**

On the proposition of the Mayor, seconded by Councillor Mrs Boase, it was unanimously

RESOLVED – that the Minutes of the meetings held on 11<sup>th</sup> March 2024 be approved and signed as a true record.

**33. Exclusion of the Press and Public**

On the proposition of the Chair, seconded by the Mayor, it was unanimously

RESOLVED – that pursuant to the provision of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the following items of business by reason of the confidential nature of the business to be transacted.

**34. Confidential Report of the Town Clerk**

**i) Beating the Boundaries**

Members considered the concerns raised by members of staff and discussed potential resolutions which required further development.

On the proposition of the Chair, seconded by the Mayor, it was unanimously

RESOLVED – that the proposed options be further developed and brought back to the following Committee meeting for consideration.

**The Mayor left the meeting at 7.18pm**

**ii) Town Warden**

Following a detailed debate it was proposed by the Chair, seconded by Councillor Willey, and unanimously

RESOLVED – that the temporary adjustments continue whilst the situation was reviewed.

**Meeting closed at 7.47pm**

**Confirmed**

**Chair**

DRAFT