

# Meeting Minutes

The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

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## MINUTES:

**of the meeting of Camborne Town Council held in The Council Chamber, The Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Thursday 12<sup>th</sup> March 2020 at 6.30 pm**

## PRESENT:

<b>Councillor D Wilkins</b>	<b>Chairman</b>
<b>Councillor Mrs V Dalley</b>	<b>Vice-Chairman</b>
<b>Councillor D Atherfold</b>	
<b>Councillor M Champion</b>	
<b>Councillor JP Collins</b>	
<b>Councillor Ms Z Fox</b>	
<b>Councillor C Godolphin</b>	
<b>Councillor R Goodman</b>	
<b>Councillor J Morgan</b>	
<b>Councillor Ms M Pearce</b>	
<b>Councillor M Williams</b>	
<b>Councillor G Winter</b>	

## IN ATTENDANCE:

**Mark Williams, Falmouth Town Council, (Clerk of the Meeting); Samantha Hughes, Deputy Town Clerk; Janet Ritchie, Committee Support Officer; Rose Hitchens-Todd, Engagement Officer; Councillor Dave Biggs; Iain Henderson, representing the Armed Forces & Veterans Breakfast Club; one member of the public.**

The Chairman explained the safety procedures to all present.

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## **C.4810 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE**

**C.4810.2 RESOLVED: that the apologies from Councillors T Dalley, Herd, Kelynack, Lemon and Weedon for non-attendance at the meeting of the Full Council held on 12th March 2020 were received**

Proposed by Councillor Wilkins  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**C.4811**

**CHAIRMAN'S ANNOUNCEMENTS**

- The Climate Change Working Party would meet next on 31<sup>st</sup> March at 6.30pm.
- The National Association of Local Councils was consulting the Government for guidelines on carrying out Council meetings and business during the Coronavirus outbreak. This Council would be guided by the Government's recommendations.

**C.4812**

**MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THIS AGENDA INCLUDING ANY GIFTS OR HOSPITALITY EXCEEDING £25**

There were no declarations of interest.

**C.4813**

**TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

There were no written requests.

**C.4814**

**TO RECEIVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 13<sup>th</sup> FEBRUARY 2020 AND THE CHAIRMAN TO SIGN THEM**

**C.4814.2**

**RESOLVED: that the minutes of the meeting of the Full Council held on 13<sup>th</sup> February 2020 were received, approved and signed by the Chairman**

Proposed by Councillor Wilkins  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously of those entitled to vote.

The Chairman took agenda items 7(i) – 7(v) en bloc.

**C.4815**

**TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS**

- i) Staffing Committee 10<sup>th</sup> February 2020;
- ii) Staffing Committee (redacted) 10<sup>th</sup> February 2020;
- iii) Finance & General Purposes Committee 27<sup>th</sup> February 2020;
- iv) Planning & Development Committee 3<sup>rd</sup> March 2020;
- v) Tour of Britain Working Party 11<sup>th</sup> February 2020.

**C.4815.2**

**RESOLVED: that the minutes of the (i) Staffing Committee meeting 10<sup>th</sup> February 2020; (ii) Staffing Committee meeting 10<sup>th</sup> February 2020 (redacted); (iii) Finance & General Purposes Committee meeting 27<sup>th</sup> February 2020; (iv) Planning & Development Committee meeting 4<sup>th</sup> February 2020 and (v) Tour of Britain Working Party meeting 11<sup>th</sup> February 2020 were received**

Proposed by Councillor Collins  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

The Chairman took agenda items 8(i) – 8(ix) en bloc.

**C.4816**

**TO NOTE THE MINUTES OF**

- i) CPIR Climate Emergency Working Group meeting, 8<sup>th</sup> January 2020;
- ii) North Kerrier Reference Group meeting, 21<sup>st</sup> January 2020;
- iii) Camborne, Pool, Illogan, Redruth and the Mining Villages Community Network meeting, 22<sup>nd</sup> January 2020;
- iv) Towans Partnership meeting, 22<sup>nd</sup> January 2020;
- v) CPIR Community Network Climate Emergency Action Group meeting, 4<sup>th</sup> February 2020;
- vi) CPIR Place Shaping Board Notes: Health Meeting, 4<sup>th</sup> February 2020;
- vii) Camborne Twinning Association meeting, 18<sup>th</sup> February 2020;
- viii) CPIR Place Shaping Town Centre Sub-Group & Camborne Town Deal meeting, 26<sup>th</sup> February 2020;
- ix) Camborne Regeneration Forum meeting, 2<sup>nd</sup> March 2020.

**C.4816.2**

**RESOLVED: that the minutes of (i) the CPIR Climate Emergency Working Group meeting held on 8<sup>th</sup> January 2020, (ii) the North Kerrier Reference Group meeting held on 21<sup>st</sup> January 2020, (iii) Camborne, Pool, Illogan, Redruth & the Mining Villages Community Network meeting held on 22<sup>nd</sup> January 2020, (iv) the Towans Partnership meeting held on 22<sup>nd</sup> January 2020, (v) the CPIR Community Network Climate Emergency Action Group meeting held on 4<sup>th</sup> February 2020, (vi) the CPIR Place Shaping Board Notes:**

**Health meeting held on 4<sup>th</sup> February 2020; (vii) the Camborne Twinning Association meeting held on 18<sup>th</sup> February 2020; (viii) the CPIR Place Shaping Town Centre Sub-Group & Camborne Town Deal meeting held on 26<sup>th</sup> February 2020 and (ix) the Camborne Regeneration Forum meeting held on 2<sup>nd</sup> March 2020 were noted**

Proposed by Councillor Wilkins  
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

Councillor Williams asked for clarification regarding the CPIR Climate Emergency meetings held on 8<sup>th</sup> January and 4<sup>th</sup> February and whether they were two separate groups, as the title of the minutes suggested.

Councillor Winter advised that both meetings had been held by the same working party group and that, for consistency, future minutes would be co-ordinated.

**C.4817 MATTERS ARISING FROM THE MINUTES, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW**

C.4806.2 (Page 2546) Councillor Ms Fox informed members that she had been unable to attend the Western Power Distribution Annual Workshop because of Council business.

The Chairman took agenda item 14 immediately after Public Participation.

**C.4818 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 103 MEMBERS OF THE PUBLIC ARE PERMITTED TO MAKE REPRESENTATIONS, ANSWER QUESTIONS AND GIVE EVIDENCE IN RESPECT OF ANY ITEM OF BUSINESS INCLUDED IN THE AGENDA, UP TO A MAXIMUM OF FIFTEEN MINUTES)**

**TO RECEIVE CORRESPONDENCE FROM MR IAIN HENDERSON OF THE ARMED FORCES AND VETERANS BREAKFAST CLUB REGARDING POTENTIAL SUPPORT FROM THE TOWN COUNCIL, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

Mr Iain Henderson, an ex-serviceman representing the Armed Forces and Veterans Breakfast Club, gave a verbal presentation informing members of his organisation and its purpose to encourage socialisation within the veterans' community. The charity was originally set up to help veterans in need who found themselves isolated and has grown to incorporate meetings and social events with other veterans groups in nearby locations.

Ongoing activities included the Ribbon of Poppies, in which members and supporters are encouraged to scatter poppy seeds in green spaces to provide an ever-growing display.

Mr Henderson was requesting this Council's support in providing a Councillor representative as a liaison with the group.

Mr Henderson was thanked for his report.

The Chairman advised members that Councillor Weedon had volunteered to act as this Council's representative to the Armed Forces and Veterans Breakfast Club.

**C.4818.2**                    **RESOLVED: that correspondence and a verbal report from Mr Iain Henderson of the Armed Forces and Veterans Breakfast Club regarding potential support from the Town Council was received and that Councillor Weedon's offer to represent this Council for the Armed Forces and Veterans Breakfast Club was accepted**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Ms Pearce

On a vote being taken the matter was approved unanimously.

Mr Henderson left the meeting at 6.48pm.

**C.4819**                    **TO ADOPT AMENDED STANDING ORDERS AS RECOMMENDED BY THE CORPORATE GOVERNANCE WORKING PARTY**

A short discussion took place and members agreed that the word "County" should be omitted from items 26a and 26b, to define Cornwall Council's correct status.

**C.4819.2**                    **RESOLVED: that amended Standing Orders as recommended by the Corporate Governance Working Party were received and and that items 26a and 26b were amended to omit the word "County", to define Cornwall Council's correct status, and that the standing orders as amended are adopted**

Proposed by Councillor Wilkins  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**C.4820**                    **TO RECEIVE RECOMMENDATIONS FROM THE TOUR OF BRITAIN WORKING PARTY, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

**C.4820.2 RESOLVED: that recommendations from the Tour of Britain Working Party**

**TB.22.13 that the Engagement Officer's draft outline and proposal was received and that it was recommended to Full Council that the Town Council focuses on street dressing and small-scale entertainment within the £1,000 budget agreed by Full Council reference C.4754.2**

**were received and approved**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

**C.4821 TO RECEIVE A MOTION FROM COUNCILLOR DAVID ATHERFOLD:**

**"To investigate the cost of purchasing flashing speed signs for use in villages in the parish where residents have expressed concerns over traffic speeds; at this time being Troon, Brea village and Penponds"**

**and agree action.**

Councillor Atherfold explained that members of the public had expressed concern at CPIR meetings about vehicles speeding through villages in the parish. Research had shown that installation of temporary advisory signage acted as a deterrent. Funds were available from the Cornwall Highways devolved budget, but would require matching by this Council to purchase the amount of equipment required.

A robust discussion took place. Concern was expressed that Cornwall Highways and Police were not assuming responsibility and that the Town Council did not have the staff capacity at present to run and maintain this project.

**C.4821.2 RESOLVED: that a motion from Councillor David Atherfold "to investigate the cost of purchasing flashing speed signs for use in villages in the parish where residents have expressed concerns over traffic speeds; at this time being Troon, Brea village and Penponds" was received and that this Council defers investigation into the cost of purchasing signs until it has an Amenities Officer in place**

Proposed by Councillor Atherfold  
Seconded by Councillor Collins

On a vote being taken the matter was approved by a majority, with eight in favour and four against.

Councillors Champion, Godolphin and Ms Pearce asked that it was recorded they had voted against the motion.

**C.4822** **TO RECEIVE CORRESPONDENCE FROM MR PETER MARSH OF CORNWALL COUNCIL REGARDING REMOVAL OF RECYCLING BANKS, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

Cornwall Council advised that, as part of its Waste Management Scheme, it would be withdrawing provision of the recycling banks service this year. The Council was providing a comprehensive kerbside collection service but there had been an increase in illegal use of its recycling banks, making them unviable.

Supermarket recycling banks and Cornwall Council's household waste recycling centres would be unaffected.

A short discussion took place.

**C.4822.2** **RESOLVED: that correspondence from Mr Peter Marsh of Cornwall Council regarding removal of recycling banks, was received and that the Town Council took no action at this time**

Proposed by Councillor Godolphin  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.4823** **TO RECEIVE CORRESPONDENCE FROM MR JAMES PECK OF CORNWALL COUNCIL REGARDING THE "WE'RE WATCHING YOU" DOG FOULING CAMPAIGN, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

Cornwall Council was requesting whether this Council wished to continue with the scheme, which was set up in Park Road Playing Fields.

A short discussion took place and members agreed that because of present staffing constraints there was no capacity to participate.

**C.4823.2** **RESOLVED: that correspondence from Mr James Peck of Cornwall Council regarding the "We're Watching You" dog fouling campaign was received and that this Council took no further participation in the scheme because of staff constraints**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

**C.4824 TO RECEIVE CORRESPONDENCE FROM ANDREW KIRCHIN, COMMUNICATIONS AND ENGAGEMENT OFFICE OF THE POLICE AND CRIME COMMISSIONER REGARDING AWARDS SPONSORSHIP, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

Discussion took place and it was noted that this Council did not currently have a formal representative on the Police and Crime Commissioner's Councillor Advocate Scheme, although it was represented on the Police Liaison Group.

**C.4824.2 RESOLVED: that correspondence from Andrew Kirchin, Communications and Engagement Office of the Police and Crime Commissioner, regarding awards sponsorship was received and that Councillor Morgan volunteered to represent this Council on the Police and Crime Commissioner Advocate Scheme, with Councillor Wilkins as deputy**

Proposed by Councillor Ms Fox  
Seconded by Councillor Goodman

On a vote being taken the matter was approved unanimously.

**C.4825 THAT THE COUNCIL RESOLVES, UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED**

**C.4825.2 RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act the Press and Public were excluded, with the exception of Councillor David Biggs who was permitted to remain in the meeting and speak in connection with agenda item 19**

Proposed by Councillor Wilkins  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

One member of the public left the meeting at 7.16pm.

**C.4826 TO RECEIVE A MOTION FROM COUNCILLOR HERD REGARDING THE TOWN CENTRE FUND. AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**



Councillor David Biggs gave a verbal presentation explaining the reasoning behind Councillor Herd's request.

Camborne is one of four Cornish towns that have been invited to apply for Town Centre Funding but is required to have a scheme in place to qualify. As Camborne's recent High Street Funding bid was unsuccessful, Cornwall Council has set up a Town Deal Board to allow a further funding application for Town Shaping, which must be received by October 2020. Relocating the bus station from the town centre would allow re-development of the site, which would benefit the community, but mutual co-operation and support would be required.

Discussion took place and members considered the potential and opportunity being offered to create a vibrant and thriving town centre for the future.

**C.4826.2**

**RESOLVED: that a motion from Councillor Herd regarding the Town Centre Fund was received and approved and that the Deputy Town Clerk sends a letter to First Bus requesting that they consider relocating to Tolvaddon, with Cornwall Council's support, in order to assist the Camborne bid for Town Centre Funding and that Councillor Biggs assists with its composition**

Proposed by Councillor Morgan  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

Councillor Biggs left the meeting at 7.36pm.

**C.4827**

**TO RECEIVE RECOMMENDATIONS FROM THE STAFFING COMMITTEE, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

**S.525.2 RESOLVED: that the ongoing implications of staff shortages were discussed and it was recommended to Full Council that (i) Councillor Winter be asked if he was willing to stand down from the Staffing Committee for 2020/21 municipal year due to him being unable to attend a number of meetings due to work commitments and pressures, (ii) Councillor Mrs Dalley become an ex-officio member of the Staffing Committee for the 2020/21 municipal year, and (iii) all Programme Committees remained unchanged as much as possible for the 2020/2021 municipal year, for continuity and to ease staff workload**

**S.525.4 RESOLVED: that recommendation was made to Full Council that this Council took on no new tasks for its**

**staff until staff shortages had been rectified and that the Deputy Town Clerk was given delegated authority to prioritise staff workload as necessary**

**S.528.2 RESOLVED: that a verbal report from the Deputy Town Clerk was received and a request from the Library Service to alter opening hours on Saturdays was considered and that recommendation was made to Full Council to change the Saturday opening hours of the Library so that it was open from 9.30am to 12.30pm**

The Deputy Town Clerk advised that in the next financial year, the Staffing Committee would be over the amount stated in the scheme of delegation. This could be rectified if Councillor Mrs Dalley became an ex-officio member and Councillor Winter stood down if unable to attend because of work commitments, which would keep the Staffing Committee to six members and comply with this Council's Scheme of Delegation.

Councillor Winter informed members that he was willing to stand down as a member of the Staffing Committee and was thanked for the contribution he had made.

The Clerk of the Meeting recommended suspending this Council's Standing Orders to nominate a set membership of the Staffing Committee for the next financial year.

**C.4827.2 RESOLVED: that recommendations from the Staffing Committee were received and that Standing Orders were suspended to allow set members of the Staffing Committee for the municipal year 2020/2021 to be nominated and that those members were Councillors Champion, Collins, Mrs Dalley, Ms Fox, Ms Pearce and Williams**

Proposed by Councillor Morgan  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved by a majority, with one vote against.

**C.4827.3 RESOLVED: that a recommendation from the Staffing Committee that all programme committees remained unchanged as much as possible for the 2020/2021 municipal year, for continuity and to ease staff workload was approved**

Proposed by Councillor Wilkins  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.4827.4**                    **RESOLVED: that a recommendation that this Council took on no new tasks for its staff until staff shortages had been rectified was approved and that the Deputy Town Clerk was given delegated authority to prioritise staff workload as necessary**

Proposed by Councillor Champion  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**C.4827.5**                    **RESOLVED: that a request to change the Saturday Library opening hours from 10.00am - 1.00pm to 9.30am – 12.30pm was considered and approved**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

**C.4828**                    **TO RECEIVE RECOMMENDATIONS FROM THE PASSMORE EDWARDS BUILDING WORKING PARTY REGARDING REMEDIAL WORK, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

**PEB .42.3** to recommend to Full Council that a roof survey be arranged as soon as possible, to keep the scaffolding in situ to allow this and to approve the associated expenditure, with the arrangements delegated to the Deputy Town Clerk and the Mayor

**PEB.42.4** recommend to Full Council that the surveyor recommended, is appointed to compile a court compliant report, and to approve the associated expenditure

The Deputy Town Clerk informed members that in the event of this Council taking legal action, a court compliant report would be required. Our surveyor recommended that another surveyor was instructed to do this.

**C.4828.2**                    **RESOLVED: that recommendations from the Passmore Edwards Building Working Party regarding remedial work were received that the scaffolding was kept in situ to allow a roof survey to be carried out and that the surveyor was instructed to produce a court compliant report, with arrangements delegated to the Deputy Town Clerk and the Mayor**

Proposed by Councillor Champion  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

**C.4829**

**TO RECEIVE A WRITTEN REPORT FROM THE DEPUTY TOWN CLERK ON THE EVALUATION AND SELECTION FOR THE SUPPLY AND INSTALLATION OF PLAY EQUIPMENT AT CAMBORNE RECREATION GROUND, AND**

**(i) NOTE THE TENDER PROCESS UNDERTAKEN AND MAKE THE AWARD OF THE TENDER TO THE TOP RANKED SUPPLIER BASED ON THE PUBLISHED EVALUATION, CRITERIA AND EVALUATION PROCESS CARRIED OUT;**

**(ii) GIVE AUTHORITY TO THE DEPUTY TOWN CLERK TO FORMALISE THE CONTRACT AND INSTRUCTIONS FOR THE WORK TO BE COMMENCED**

The Deputy Town Clerk informed members that the Council had worked with its procurement advisor to choose a preferred supplier and had used a robust selection process, which included an approved scoring system. The Engagement Officer would work closely with the Amenities Team and carry out a public consultation to ensure the final design will meet the public's approval. It was noted that the preferred supplier offered a scheme which incorporated two separate play zones for older and younger children.

**C.4829.2**

**RESOLVED: that a written report from the Deputy Town Clerk on the evaluation and selection for the supply and installation of play equipment at Camborne Recreation Ground was received and that (i) the tender process was noted, (ii) the Deputy Town Clerk was given delegated authority to formalise the contract and (iii) two Councillors would oversee progress of the installation alongside Officers**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

**C.4830**

**TO RECEIVE A CCTV MANAGEMENT REPORT FOR CAMBORNE FROM 1<sup>ST</sup> OCTOBER 2019 TO 31<sup>ST</sup> DECEMBER 2019, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

Discussion took place. Some members expressed concern whether the CCTV was enough deterrent and if the Council was getting value for money from the service being provided. It was suggested that we ask the local Police Inspector to attend a meeting of this Council to discuss this concern.

**C.4830.2**

**RESOLVED: that a CCTV Management Report for Camborne from 1<sup>st</sup> October 2019 to 31<sup>st</sup> December 2019 was received and that the local Police Inspector is invited to a meeting of this Council to discuss provision of the service**

Proposed by Councillor Morgan  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 8.12pm.

SIGNED BY THE CHAIRMAN.....

DATE .....

