

Meeting Minutes

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

MINUTES:

of the meeting of Camborne Town Council held remotely via Zoom on Thursday 10th September 2020 at 6.30 pm

PRESENT:

Councillor D Wilkins	Chairman
Councillor Mrs V Dalley	Vice-Chairman
Councillor D Atherfold	
Councillor M Champion	
Councillor JP Collins	
Councillor T Dalley	
Councillor Ms Z Fox	
Councillor C Godolphin	
Councillor J Herd	
Councillor V Kelynack	
Councillor Ms M Pearce	
Councillor M Williams	
Councillor G Winter	

IN ATTENDANCE:

Samantha Hughes, Deputy Town Clerk; Janet Ritchie, Committee Support Officer; Melanie Negus, Finance & Administration Assistant; Rose Hitchens-Todd, Engagement Officer; David Garwood, Amenities & Projects Officer; Louise Cantrill, Skylite Associates Ltd (from & to points mentioned); Alex Ollivier, representing Connecting@Veor, One member of the public

The Chairman explained the meeting procedures to all present.

C.4915 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.4915.2 RESOLVED: that the apologies from Councillors Goodman, Lemon and Morgan for non-attendance at the meeting of the Full Council held on 10th September 2020 were received

Proposed by Councillor Wilkins
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.4916 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

C.4917 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

Councillor Williams declared a conflict of interest in agenda item 14 as she was a Trustee of Camborne Redruth Hayle Methodist Circuit.

C.4918 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no written requests.

C.4919 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 13TH AUGUST 2020

C.4919.2 RESOLVED: that the minutes of the meeting of the Full Council held on 13th August 2020 were received and approved for signing

Proposed by Councillor Wilkins
Seconded by Councillor Mrs Dalley

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

C.4920 TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 13TH AUGUST 2020

C.4920.2 RESOLVED: that the redacted minutes of the meeting of the Full Council held on 13th August 2020 were received and approved for signing

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 8(i) to 8(vi) en bloc.

C.4921

TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:

- (i) Passmore Edwards Building Working Party (redacted) 11th August 2020;**
- (ii) Passmore Edwards Building Working Party 25th August 2020;**
- (iii) Passmore Edwards Building Working Party (redacted) 25th August 2020;**
- (iv) Staffing Committee 1st September 2020;**
- (v) Staffing Committee (redacted) 1st September 2020;**
- (vi) Planning & Development Committee 1st September 2020**

C.4921.2

RESOLVED: that (i) the redacted minutes of the Passmore Edwards Building Working Party meeting held on 11th August 2020, (ii) the minutes of the Passmore Edwards Building Working Party meeting held on 25th August 2020, (iii) the redacted minutes of the Passmore Edwards Building Working Party meeting held on 25th August 2020, (iv) the minutes of the Staffing Committee meeting held on 1st September 2020, (v) the redacted minutes of the Staffing Committee meeting held on 1st September 2020 and (vi) the minutes of the Planning & Development Committee meeting held on 1st September 2020 were received

Proposed by Councillor Godolphin
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

The Chairman took agenda items 9(i) – 9(iii) en bloc.

C.4922

TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:

- (i) Towans Partnership meeting 22nd January 2020;**
- (ii) North Kerrier Reference Group meeting 14th July 2020;**
- (iii) National Allotment Society AGM 4th August 2020**

C.4922.2

RESOLVED: that (i) the minutes of the Towans Partnership meeting held on 22nd January 2020, (ii) the minutes of the North Kerrier Reference Group meeting held on 14th July 2020 and (iii) the minutes of the National Allotment Society AGM held on 4th August 2020 were noted

Proposed by Councillor Wilkins
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4923 MATTERS ARISING FROM THE MINUTES, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

C.4924 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)

A member of the public spoke on behalf of the Penponds Village Association, which had, for 16 years, used "The Nursery" in Penponds as allotments. It had made a bid to Cornwall Council to have this land registered as a community asset and was seeking the Town Council's support. Members of the PVA had written to the Town Council regarding allotment provision.

Discussion took place and the member of the public was asked to supply further information for consideration at the September meeting of this Council's Amenities Committee.

C.4925 TO RECEIVE A NOTICE OF CASUAL VACANCY IN OFFICE OF TOWN COUNCILLOR, PENDARVES WARD

The Deputy Town Clerk confirmed that Councillor Gillingham had ceased to be a member of the Town Council. The vacancy had been advertised but no elections were being held until May 2021.

If the public requested an election, the position would remain vacant until May 2021, otherwise the Town Council could co-opt a new member.

C.4925.2 RESOLVED: that a Notice of Casual Vacancy in Office of Town Councillor, Pendarves Ward was received

Proposed by Councillor Wilkins
Seconded by Councillor Kelynack

On a vote being taken the matter was approved unanimously.

C.4926 TO RECEIVE A PRESENTATION FROM ALEX OLLIVIER REQUESTING SUPPORT FROM THE TOWN COUNCIL FOR THE

"CONNECTING @ VEOR" PROJECT, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

Alex Ollivier, representing Veor Surgery, gave a presentation explaining the "Connecting @ Veor" project, which had been set up as an initiative to help patients by developing a social prescribing service, in which their needs could be met by a different approach, depending on the individual. At present three people were being employed by the scheme, to work with Veor patients, but the project was seeking support to extend the facility to all patients in the Camborne area.

Ms Ollivier was thanked for her presentation and members considered the request.

C.4926.2 **RESOLVED: that a presentation from Alex Ollivier requesting support from the Town Council for the "Connecting @ Veor" Project was received and that this Council would investigate ways to support the project**

Proposed by Councillor Godolphin
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

Ms Ollivier left the meeting at 6.59pm.

Having declared an interest in the next agenda item, Councillor Williams left the meeting at 6.59pm.

C.4927 **TO RECEIVE A LETTER FROM PENPONDS VILLAGE ASSOCIATION REQUESTING A LETTER OF SUPPORT IN REGISTERING "THE NURSERY" IN PENPONDS AS AN ASSET OF COMMUNITY VALUE**

Members discussed the request.

C.4927.2 **RESOLVED: that a letter from Penponds Village Association requesting a Letter of Support in registering "The Nursery" in Penponds as an Asset of Community Value was received and supported by this Council**

Proposed by Councillor Herd
Seconded by Councillor Ms Fox

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

Councillor Williams re-joined the meeting at 7.03pm.

C.4928 TO RECEIVE AND NOTE CORRESPONDENCE FROM MEMBERS OF THE PUBLIC REQUESTING ALLOTMENTS, TO BE DEFERRED TO THE AMENITIES COMMITTEE TO REVIEW ALLOTMENT PROVISION

C.4928.2 RESOLVED: that correspondence from members of the public requesting allotments was received and noted and would be deferred to the Amenities Committee to review allotment provision

Proposed by Councillor Ms Fox
Seconded by Councillor Herd

On a vote being taken the matter was approved unanimously.

C.4929 TO RECEIVE GUIDANCE FROM CALC ON LOCAL COUNCIL MEETINGS, AGREE ACTION AND AUTHORISE EXPENDITURE

The Deputy Town Clerk confirmed that guidance instructed Councils to continue holding their meetings virtually. When physical meetings were able to resume, this Council would carry out a Risk Assessment, in line with policy.

C.4929.2 RESOLVED: that guidance from CALC on local Council meetings was received and that this Council continued to hold virtual meetings until allowed otherwise

Proposed by Councillor Godolphin
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

C.4930 TO RECEIVE A VERBAL UPDATE FROM THE ENGAGEMENT OFFICER REGARDING THE MAKING SPACE FOR NATURE PROJECT TREVERNO PLAYING FIELD AND AGREE ACTION

The Engagement Officer informed members of "Making Space at Treverno", a partnership project between Duchy College and Cormac. Although Treverno Playing Field was not managed by this Council, there were opportunities for involvement by supporting training and by promotion and advertising on social media.

C.4930.2 RESOLVED: that a verbal update from the Engagement Officer regarding the Making Space for Nature project Treverno Playing Field was received and approved

Proposed by Councillor Mrs Dalley
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

C.4931

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

S.619.2 that a verbal report from the Deputy Town Clerk on office hours and staffing was agreed and that it was recommended to Full Council that the Town Council resumes normal Monday to Friday opening hours from 7th September 2020

S.620.2 that a verbal update from the Deputy Town Clerk on Library hours and staffing was received and that it was recommended to Full Council that the Library Service resumes normal opening hours from 12th September 2020 and that delegated authority is given to the Deputy Town Clerk and Senior Library Officer to investigate and implement a limited browsing service

The Deputy Town Clerk informed members that the Library would continue to offer a Click and Collect service but could extend this to offer limited browsing, following Government guidelines and risk assessments which had been carried out. It was anticipated that public computer access could resume at a later stage, through a timed booking system.

C.4931.2

RESOLVED: that recommendations from the Staffing Committee were received and that the Town Council resumes normal Monday to Friday opening hours from 7th September 2020 and that the Library Service resumes normal opening hours from 12th September 2020 and that delegated authority is given to the Deputy Town Clerk and Senior Library Officer to investigate and implement a limited browsing service

Proposed by Councillor Mrs Dalley
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

C.4932

TO REVIEW THE RE-OPENING CAMBORNE HIGH STREET ARRANGEMENTS, AGREE ACTION AND AUTHORISE EXPENDITURE

The Engagement Officer reported that, twelve weeks since the high street re-opening, arrangements continued to work well, with favourable feedback from the community. Adjustments to the wardens' routine had added further benefits. The scheme was reviewed weekly and signage replenished as legislation changed. It was proposed, with the agreement of Cornwall Highways, to reduce the coned-off areas of the high street.

The Engagement Officer was looking at ways to extend the scheme by spreading the available funding further and retain the wardens for longer. She suggested that if there was flexibility with the warden hours and work times, patterns and trends could be identified, and anti-social behaviour deterred. Involvement by the Police and ASB Team would provide a valuable link.

Schools re-opening had identified an increase in footfall at the end of the day and the wardens would be required during this time to prevent crowding.

The Deputy Town Clerk requested that she and the Engagement Officer were given delegated authority to allocate warden hours, as circumstances required.

The Engagement Officer was thanked for her report.

C.4932.2 **RESOLVED: that re-opening Camborne High Street arrangements were reviewed and that the Deputy Town Clerk and the Engagement Officer were given delegated authority to allocate street warden hours as required**

Proposed by Councillor Champion
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

C.4933 **TO RECEIVE A VERBAL UPDATE FROM THE ENGAGEMENT OFFICER REGARDING AN ONLINE NEWSLETTER FOR CAMBORNE, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Engagement Officer reported that she was meeting with a team of volunteers to discuss content of the newsletter, which would be parish orientated rather than containing only Town Council news.

C.4933.2 **RESOLVED: that a verbal update from the Engagement Officer regarding an online newsletter for Camborne was received and noted**

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.4934 **TO RECEIVE CORRESPONDENCE REGARDING SHORT TERM ACCOMMODATION AND RESETTLEMENT IN CAMBORNE, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Deputy Town Clerk informed members that work had already started on this project. Users of the facility would be monitored to ensure the service was meeting their needs.

C.4934.2 RESOLVED: that correspondence regarding short term accommodation and resettlement in Camborne was received and noted

Proposed by Councillor Champion
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.4935 TO RECEIVE AN INVITATION TO THE NATIONAL ALLOTMENT ASSOCIATION AGM (VIRTUAL) AND APPOINT A REPRESENTATIVE TO ATTEND

C.4935.2 RESOLVED: that an invitation to the National Allotment Association AGM (virtual) was received and that Councillor Kelynack was appointed as this Council's representative

Proposed by Councillor Ms Fox
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

C.4936 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.4936.2 RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act, the press and public were excluded, except for Louise Cantrill of Skylite Associates whose input was required

Proposed by Councillor Wilkins
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

Ms Cantrill joined the meeting at 7.29pm.

C.4937 TO RECEIVE A VERBAL REPORT FROM CORNWALL FIRE AND RESCUE SERVICE REGARDING CCTV OPERATIONS IN CAMBORNE, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

The Engagement Officer presented an update on behalf of the Cornwall Fire and Rescue Service, as their representative was unable to access this meeting.

The Engagement Officer informed members that Cornwall Fire and Rescue Service would be reviewing their overall CCTV arrangements in the next 18 months. A police officer was assisting with monitoring at the CCTV control room, which added knowledge and experience to the team. Future CCTV reports to this Council would contain more content and background information.

A robust discussion took place regarding CCTV in Camborne and the effectiveness of its use. One member volunteered to share this Council's concerns with the Police and Crime Commissioner Panel.

C.4937.2 **RESOLVED: that a verbal report from the Engagement Officer on behalf of Cornwall Fire and Rescue Service regarding CCTV operations in Camborne was received and that discussion was deferred to the October Full Council meeting, when a representative from Cornwall Fire and Rescue Service could be present**

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

Ms Cantrill left the meeting at 7.37pm.

C.4938 **TO RECEIVE A CONFIDENTIAL VERBAL UPDATE FROM THE CHAIRMAN OF THE STAFFING COMMITTEE REGARDING A STAFFING MATTER, AGREE ACTION AND AUTHORISE EXPENDITURE**

[REDACTED] advised that discussions with the Town Clerk were ongoing [REDACTED].

C.4938.2 **RESOLVED: that a confidential verbal update from the Chairman of the Staffing Committee regarding a staffing matter was received and that discussions and communication with the Town Clerk were ongoing**

Proposed by Councillor Godolphin
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

Ms Cantrill returned to the meeting at 7.40pm.

C.4939 TO RECEIVE AND NOTE CORRESPONDENCE IN RELATION TO THE PASSMORE EDWARDS BUILDING

[REDACTED]

C.4939.2 RESOLVED: that correspondence in relation to the Passmore Edwards Building was received and noted

Proposed by Councillor Mrs Dalley
Seconded by Councillor Kelynack

On a vote being taken the matter was approved unanimously.

C.4940 TO RECEIVE A VERBAL PRESENTATION AND WRITTEN DRAFT 18-MONTH STRATEGIC PLAN FROM THE MANAGEMENT TEAM, AGREE ACTION AND AUTHORISE EXPENDITURE

The Deputy Town Clerk informed members that the Management Team had started planning the future aims and objectives of this Council for serving the community.

The Amenities and Projects Officer placed emphasis on creating pride in the town, with the ongoing development of its green spaces and a tidy, clean environment for all to enjoy. Community involvement and responsibility would also play an important part.

Discussion took place and members welcomed the initial plans. The importance of having input from younger members of the community was also identified.

The Town Council staff were thanked for their achievements during the difficulties of the past year.

C.4940.2 RESOLVED: that a verbal presentation and written draft 18-month Strategic Plan from the Management Team was received and approved

Proposed by Councillor Ms Fox
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.4941 TO RECEIVE A WRITTEN REPORT ON "CAMBORNE TOWN DEAL PROGRESS" FROM THE ENGAGEMENT OFFICER

The Engagement Officer presented a report updating members on the progress made to date by the Town Deal Board on the

presentation of a Town Improvement Plan, for submission in October 2020. In addition to the main funding, towns could receive Accelerator Funding for immediate progression of their projects. The initial response from the public was encouraging and there had been a good level of engagement.

C.4941.2 RESOLVED: that a written report on “Camborne Town Deal Progress” from the Engagement Officer was received

Proposed by Councillor Kelynack
Seconded by Councillor Ms Pearce

On a vote being taken the matter was approved unanimously.

C.4942 TO CONSIDER ICT SUPPORT PROVISION FROM OCTOBER 2020, AGREE ACTION AND AUTHORISE EXPENDITURE

The Deputy Town Clerk advised that the contract with this Council’s IT support provider had expired, and a monthly short-term arrangement was in place, which would continue into October. The Deputy Town Clerk was seeking quotations from IT providers for a new long-term contract and recommended that they are brought to the Finance Committee for consideration.

C.4942.2 RESOLVED: that ICT support provision from October 2020 was considered and was deferred to the Finance and General Purposes Committee for consideration when all quotations are available

Proposed by Councillor Ms Fox
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 8.06pm.

SIGNED BY THE CHAIRMAN.....

DATE