

# 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 remotely via Zoom on Thursday 8<sup>th</sup> October 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 T Dalley</b>	
<b>Councillor Ms Z Fox</b>	
<b>Councillor C Godolphin</b>	
<b>Councillor R Goodman</b>	
<b>Councillor J Herd</b>	
<b>Councillor Ms M Pearce</b>	
<b>Councillor S Weedon</b>	
<b>Councillor M Williams</b>	

## IN ATTENDANCE:

**Samantha Hughes, Acting Town Clerk; Janet Ritchie, Committee Support Officer; Melanie Negus, Finance & Administration Assistant; Rose Hitchens-Todd, Engagement Officer; Kevin Thomas, Cornwall Fire & Rescue Service (from and to points mentioned).**

The Chairman explained the meeting procedures to all present.

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## **C.4950 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE**

**C.4950.2 RESOLVED: that the apologies from Councillors Kelynack and Morgan for non-attendance at the meeting of the Full Council held on 8<sup>th</sup> October 2020 were received**

Proposed by Councillor Wilkins  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**C.4951 CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

**C.4952 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 15 as she was a Trustee of Camborne Redruth Hayle Methodist Circuit but was permitted to remain in the meeting for this item as there was no discussion or decision-making involved.

**C.4953 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

There were no written requests.

**C.4954 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 10<sup>TH</sup> SEPTEMBER 2020**

**C.4954.2 RESOLVED: that the minutes of the meeting of the Full Council held on 10<sup>th</sup> September 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 7(i) to 7(vi) en bloc.

**C.4955 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:**

- (i) Amenities Committee 17<sup>th</sup> September 2020;**
- (ii) Finance & General Purpose Committee 24<sup>th</sup> September 2020;**
- (iii) Staffing Committee 1<sup>st</sup> October 2020;**
- (iv) Staffing Committee (redacted) 1<sup>st</sup> October 2020;**
- (v) Extraordinary Full Council 1<sup>st</sup> October 2020;**
- (vi) Extraordinary Full Council (redacted) 1<sup>st</sup> October 2020.**

**C.4955.2**                    **RESOLVED: that (i) the minutes of the Amenities Committee meeting held on 17<sup>th</sup> September 2020, (ii) the minutes of the Finance & General Purpose Committee meeting held on 24<sup>th</sup> September 2020, (iii) the minutes of the Staffing Committee meeting held on 1st October 2020, (iv) the redacted minutes of the Staffing Committee meeting held on 1<sup>st</sup> September 2020, (v) the minutes of the Extraordinary Full Council meeting held on 1<sup>st</sup> October 2020 and (vi) the redacted minutes of the Extraordinary Full Council meeting held on 1<sup>st</sup> October 2020 were received**

Proposed by Councillor Wilkins  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**C.4956**                    **TO RECEIVE AND NOTE THE MINUTES OF THE DUCHY COLLEGE/MAKING SPACE FOR NATURE START-UP MEETING HELD ON 24<sup>TH</sup> AUGUST 2020**

**C.4956.2**                    **RESOLVED: that the minutes of the Duchy College/Making Space for Nature start-up meeting held on 24<sup>th</sup> August 2020 were received and noted**

Proposed by Councillor Ms Fox  
Seconded by Councillor Collins

On a vote being taken the matter was approved unanimously.

**C.4957**                    **MATTERS ARISING FROM THE MINUTES, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW**

There were no matters arising.

**C.4958**                    **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)**

No members of the public had expressed a wish to speak.

**C.4959**                    **TO CONSIDER A GRANT APPLICATION FROM:  
BID Camborne (General Power of Competence)  
AGREE ACTION AND AUTHORISE EXPENDITURE**

Members discussed BID Camborne's application for a grant towards the Christmas lights in Camborne. It was anticipated that there would be fewer Christmas events this year because of Covid-19 and members considered whether a greater proportion of funding could be spent to enhance the light display.

The Acting Town Clerk reminded members of this Council's agreement with BID Camborne to share the running costs of events in the town. Traditionally, the Town Council had always supported the cost of the lights.

**C.4959.2**                    **RESOLVED: that a grant of £5,000 was awarded to BID Camborne under the General Power of Competence, with funds approved from the Community Events Grants Budget and that BID Camborne supplied a report detailing how the funding was spent**

Proposed by Councillor Wilkins  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**C.4960**                    **TO RECEIVE A WRITTEN REPORT FROM THE ENGAGEMENT OFFICER ON CHRISTMAS IN CAMBORNE, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Engagement Officer presented a report giving options for alternative ways for the Town Council to organise its Christmas events in the town and the Library building during the Covid-19 crisis. This was an opportunity to provide greater decorative displays if social events could not be held and to present online events through social media.

**C.4960.2**                    **RESOLVED: that a written report from the Engagement Officer on Christmas in Camborne was received**

Proposed by Councillor Wilkins  
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved by a majority.

**C.4960.3**                    **RESOLVED: that a budget of up to £500 was approved for Library Christmas activities, using funds from the Library Community Activities budget**

Proposed by Councillor Godolphin  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**C.4960.4                   RESOLVED: that a budget of up to £2,500 was approved for decorations to the town and Passmore Edwards building, using funds from the Christmas in Camborne budget**

Proposed by Councillor Ms Fox  
Seconded by Councillor Collins

On a vote being taken the matter was approved unanimously.

The Chairman took agenda items 13 and 14 together.

**C.4961                    TO RECEIVE A NOTICE OF COUNCILLOR VACANCY FOR CO-OPTION FOR PENDARVES WARD, AGREE ACTION AND AUTHORISE EXPENDITURE**

**TO RECEIVE A LETTER OF RESIGNATION FROM COUNCILLOR WINTER, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Acting Town Clerk informed members that the vacancy for Pendarves Ward had been advertised but there was no public interest and therefore this Council could co-opt a new member immediately. However, the vacancy arising from Councillor Winter's resignation would be advertised in the usual way by Cornwall Council.

Having taken advice from Cornwall Association of Local Councils (CALC), the Acting Town Clerk recommended that it would be prudent to defer co-option until the outcome of the second vacancy was known.

Discussion took place. Members expressed concern that, Council elections being due in May 2021, newly-appointed members would serve only a short term on this Council. Members also considered the benefits of immediate co-option, as new members could offer their contribution to the Council while gaining valuable experience in the run up to next year's elections.

**C.4961.2                RESOLVED: that a Notice of Councillor Vacancy for co-option for Pendarves Ward was received and that further action was deferred until the November 2020 meeting of Full Council**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

**C.4961.3 RESOLVED: that a letter of resignation from Councillor Winter was received and that this Council writes to Councillor Winter thanking him for his service to the Town Council**

Proposed by Councillor Ms Fox  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**C.4962 TO RECEIVE AND NOTE A COMMUNITY RIGHT TO BID ASSETS OF COMMUNITY VALUE NOMINATION FORM FROM PENPONDS VILLAGE ASSOCIATION**

**C.4962.2 RESOLVED: that a Community Right to Bid Assets of Community Value Nomination form from Penponds Village Association was received and noted**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved by a majority.

Councillor Williams did not vote as she had declared a conflict of interest.

**C.4963 TO RECEIVE A YEARLY REPORT 2019-2020 FROM CAMBORNE PRODUCE ASSOCIATION, AGREE ACTION AND AUTHORISE EXPENDITURE**

**C.4963.2 RESOLVED: that a Yearly Report 2019-2020 from Camborne Produce Association was received and that Councillor Kelynack was thanked for her report**

Proposed by Councillor Godolphin  
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

**C.4964 TO RECEIVE A RECOMMENDATION FROM THE STAFFING COMMITTEE:**

**S.632.2 RESOLVED: that the results of a consultation on Library Opening hours was received and that the Staffing Committee recommended to Full Council that resources were allocated in the budget for 2021 and 3-year budget plan to open the Library on Tuesdays from 9am to 5pm from April 2021, with a final public consultation on the additional days and times in the New Year**

## **AGREE ACTION AND AUTHORISE EXPENDITURE**

The Acting Town Clerk reminded members that the Town Council had always intended to extend the Library opening hours when resources permitted.

**C.4964.2**

**RESOLVED: that a recommendation from the Staffing Committee that the results of a consultation on Library Opening hours was received and that resources were allocated in the budget for 2021 and 3-year budget plan to open the Library on Tuesdays from 9am to 5pm from April 2021, with a final public consultation on the additional days and times in the New Year**

**was received and approved**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

**C.4965**

**TO RECEIVE INFORMATION FROM THE ROYAL BRITISH LEGION REGARDING THE 2020 REMEMBRANCE PARADE AND FUTURE PARADES, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Acting Town Clerk informed members that a meeting of the Cornwall Safety Group was being held next week to discuss forthcoming events and procedures with regard to safety and recommended that this Council followed the guidelines issued.

The Royal British Legion had requested that the Town Council took responsibility for organising future Remembrance parades and the Acting Town Clerk would obtain costs for further discussion.

**C.4965.2**

**RESOLVED: that information from the Royal British Legion regarding the 2020 Remembrance Parade and future parades was received and that action was deferred until guidance was received from the Cornwall Safety Group and that the Acting Town Clerk investigated the cost of organising the Remembrance parade, for inclusion in the Town Council's budget**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

**C.4966 TO RECEIVE THE RESULTS OF AN NHS SURVEY ON EXPERIENCE OF HEALTH AND CARE DURING THE COVID-19 CRISIS, AGREE ACTION AND AUTHORISE EXPENDITURE**

**C.4966.2 RESOLVED: that the results of an NHS Survey on experience of Health and Care during the Covid-19 crisis was received**

Proposed by Councillor Ms Fox  
Seconded by Councillor Ms Pearce

On a vote being taken the matter was approved unanimously.

**C.4967 TO RECEIVE AN UPDATED SCHEDULE OF MEETINGS FOR 2020-2021 AND AGREE ACTION**

The revised schedule recognised the requirement to hold virtual meetings for the remainder of 2020.

**C.4967.2 RESOLVED: that an updated schedule of meetings for 2020-2021 was received**

Proposed by Councillor Wilkins  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.4968 TO RECEIVE AND NOTE A NEWSLETTER FROM CITIZENS ADVICE CORNWALL**

**C.4968.2 RESOLVED: that a newsletter from Citizens Advice Cornwall was received and noted**

Proposed by Councillor Weedon  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

**C.4969 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.4969.2 RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act, the press and public were excluded, with the exception of Kevin Thomas of Cornwall Fire and Rescue, whose input was required**

Proposed by Councillor Champion  
Seconded by Councillor Wilkins



On a vote being taken the matter was approved unanimously.

Kevin Thomas, representing Cornwall Fire and Rescue, joined the meeting at 7.27pm.

The Chairman took agenda items 23 and 24 together.

**C.4970**

**TO RECEIVE A CCTV MANAGEMENT REPORT FROM CORNWALL FIRE & RESCUE SERVICE FOR CCTV ARRANGEMENTS IN CAMBORNE 1<sup>ST</sup> SEPTEMBER 2019 – 31<sup>ST</sup> AUGUST 2020 AND AGREE ACTION**

**TO RECEIVE A VERBAL REPORT FROM CORNWALL FIRE & RESCUE SERVICE REGARDING CCTV IN CAMBORNE, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

Members considered the CCTV Management Report, which covered the period 1<sup>st</sup> October 2019 to 30<sup>th</sup> September 2020.

Kevin Thomas, representing Cornwall Fire & Rescue Service, gave a presentation summarising the CCTV service provided to the Town Council, with an overview of the arrangements, incidents and type of incidents logged. The service included an Authority to View Incidents, which could be accessed by the Police.

Mr Thomas explained how the CCTV enabled Cornwall Fire & Rescue Service to work in tandem with the Police regarding monitoring, tracking and investigation.

Discussion took place and Mr Thomas answered members' questions.

Mr Thomas was thanked for his report.

**C.4970.2**

**RESOLVED: that a CCTV Management Report from Cornwall Fire & Rescue Service for CCTV arrangements for Camborne 1<sup>st</sup> October 2019 – 30<sup>th</sup> September 2020 and a verbal report from Cornwall Fire & Rescue Service regarding CCTV in Camborne were received**

Proposed by Councillor Wilkins  
Seconded by Councillor Goodman

On a vote being taken the matter was approved unanimously.

Mr Thomas left the meeting at 7.44pm.

**C.4971**

**TO RECEIVE A VERBAL UPDATE FROM THE ACTING TOWN CLERK ON A LEGAL MATTER, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Acting Town Clerk informed members that the Town Council was awaiting a response, due by 16<sup>th</sup> October 2020

[REDACTED]

The Acting Town Clerk had contacted this Council's procurement services regarding a specification for a Contract Administrator for the remedial building works, going forward.

**C.4971.2**

**RESOLVED: that a verbal update from the Acting Town Clerk on a legal matter was received and that a meeting [REDACTED] was arranged for 26<sup>th</sup> October 2020, to discuss further**

Proposed by Councillor Godolphin  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 7.47 pm.

SIGNED BY THE CHAIRMAN.....

DATE .....