

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 12th November 2020 at 6.30 pm

PRESENT:

Councillor D Wilkins	Chairman
Councillor Mrs V Dalley	Vice-Chairman (to & from points mentioned)
Councillor D Atherfold	
Councillor JP Collins	
Councillor T Dalley	
Councillor Ms Z Fox	
Councillor C Godolphin	
Councillor R Goodman	
Councillor J Herd	
Councillor V Kelynack	(to point mentioned)
Councillor J Morgan	(to & from points mentioned)
Councillor Ms M Pearce	
Councillor S Weedon	
Councillor M Williams	

IN ATTENDANCE:

Samantha Hughes, Acting Town Clerk; Janet Ritchie, Committee Support Officer; Melanie Negus, Finance & Administration Assistant; Rose Hitchens-Todd, Engagement Officer; David Garwood, Amenities & Projects Officer; Lotti Stapleton, Senior Library Assistant; Sarah Mason, Cornwall Association of Local Councils

The Chairman explained the meeting procedures to all present.

C.4972 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.4972.2 RESOLVED: that the apologies from Councillors Champion and Lemon for non-attendance at the meeting of the Full Council held on 12th November 2020 were received

Proposed by Councillor Wilkins
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.4973 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

C.4974 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 Mrs Dalley declared an interest in agenda items 26 and 27 as she was a Trustee of the Donald Thomas Centre.

C.4975 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no written requests.

C.4976 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 8th OCTOBER 2020

Item C4961 was amended to omit "from Camborne Town Council".

C.4976.2 RESOLVED: that the amended minutes of the meeting of the Full Council held on 8th October 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.4977 TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 8th OCTOBER 2020

Item C4961 was amended to omit "from Camborne Town Council".

C.4977.2 RESOLVED: that the amended redacted minutes of the meeting of the Full Council held on 8th October 2020 were received and approved for signing

Proposed by Councillor Wilkins
Seconded by Councillor Atherfold

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

The Chairman took agenda items 8(i) to 8(vii) en bloc.

C.4978

TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:

- (i) Planning & Development Committee 6th October 2020;**
- (ii) Planning & Development Committee 3rd November 2020;**
- (iii) Staffing Committee 10th November 2020;**
- (iv) Staffing Committee (redacted) 10th November 2020;**
- (v) Passmore Edwards Building Working Party 26th October 2020;**
- (vi) Passmore Edwards Building Working Party (redacted) 26th October 2020;**
- (vii) Strategic Budget Working Party 2nd November 2020.**

C.4978.2

RESOLVED: that (i) the minutes of the Planning & Development Committee meeting held on 6th October 2020, (ii) the minutes of the Planning & Development Committee meeting held on 3rd November 2020, (iii) the minutes of the Staffing Committee meeting held on 10th November 2020, (iv) the redacted minutes of the Staffing Committee meeting held on 10th November 2020, (v) the minutes of the Passmore Edwards Building Working Party meeting held on 26th October 2020, (vi) the redacted minutes of the Passmore Edwards Building Working Party meeting held on 26th October 2020 and (vii) the minutes of the Strategic Budget Working Group meeting held on 2nd November 2020 were received

Proposed by Councillor Wilkins
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4979

TO RECEIVE AND NOTE THE MINUTES OF

- (i) The Towans Partnership meeting held on 22nd July 2020.**

C.4979.2

RESOLVED: that the minutes of the Towans Partnership meeting held on 22nd July 2020 were received and noted

Proposed by Councillor Godolphin
Seconded by Councillor Collins

On a vote being taken the matter was approved unanimously.

C.4980 MATTERS ARISING FROM THE MINUTES, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

C.4981 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.4982 TO RECEIVE A NOTICE OF CO-OPTION VACANCY FOR THE ROSKEAR WARD AND TO CONSIDER COUNCILLOR VACANCIES FOR CO-OPTION:

- i) one vacancy for Pendarves Ward;**
- ii) one vacancy for Roskear Ward;**

AGREE ACTION AND AUTHORISE EXPENDITURE

The Acting Town Clerk informed members that the vacancy for Roskear Ward was being advertised by Cornwall Council until 17th November. She recommended inviting applicants to an extra ordinary Full Council meeting on 23rd November, when both vacancies could be filled.

C.4982.2 RESOLVED: that a notice of co-option vacancy for the Roskear Ward was received and that an extra ordinary Full Council meeting would be held on 23rd November, to fill the Councillor vacancies for Pendarves and Roskear Wards by co-option

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.4983 TO RECEIVE A CIL INCOME AND EXPENDITURE REPORT FOR 2019-2020, 2020-2021 AND CIL GUIDANCE BOOKLET, AGREE ACTION AND AUTHORISE EXPENDITURE

The Acting Town Clerk informed members that the report would be published on the Town Council's website and suggested that the funds could be spent on the Council's green spaces when required.

A short discussion took place exploring how the funding might be used.

C.4983.2 **RESOLVED: that a CIL Income and Expenditure Report for 2019-2020, 2020-2021 and CIL Guidance booklet was received**

Proposed by Councillor Wilkins
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4984 **TO RECEIVE A BUILDINGS AT RISK NEWSLETTER FOR OCTOBER 2020, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

C.4984.2 **RESOLVED: that a Buildings at Risk Newsletter for October 2020 was received**

Proposed by Councillor Ms Fox
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4985 **TO RECEIVE A SOUTH WEST COUNCILS ASSOCIATES NEWSLETTER FOR AUTUMN 2020, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

C.4985.2 **RESOLVED: that a South West Councils Associates Newsletter for Autumn 2020 was received and noted**

Proposed by Councillor Ms Fox
Seconded by Councillor Collins

On a vote being taken the matter was approved unanimously.

C.4986 **TO RATIFY ACTIONS TAKEN IN RESPONSE TO THE NEW NATIONAL COVID-19 RESTRICTIONS**

The Acting Town Clerk informed members that because the latest Covid-19 restrictions were brought in at short notice, the Town Council had to act quickly to ensure public and staff safety. The Library and Council offices were closed to the public and the number of staff in the building was reduced by working from home on a rota basis. The Library was offering a click and collect service.

Members recognised the need for this action.

C.4986.2 **RESOLVED: that actions taken in response to the new national COVID-19 restrictions were ratified and that staff were thanked for their prompt action**

Proposed by Councillor Ms Fox
Seconded by Councillor Weedon

On a vote being taken the matter was approved unanimously.

C.4987 **TO REVIEW AN UPDATED EMERGENCY SCHEME OF DELEGATION AND APPROVE ANY AMENDMENTS**

The Acting Town Clerk informed members that following advice given by Cornwall Association of Local Councils (CALC), the Town Council had prepared an Emergency Scheme of Delegation prior to the current lockdown, and that it was already in place.

C.4987.2 **RESOLVED: that an updated Emergency Scheme of Delegation was received and approved and that CALC was thanked for its advice**

Proposed by Councillor Ms Fox
Seconded by Councillor Williams

On a vote being taken the matter was approved unanimously.

C.4988 **TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL REGARDING FREE PARKING IN CAMBORNE DURING CHRISTMAS AND AGREE ACTION**

The Acting Town Clerk informed members that Cornwall Council was offering one day's free parking in Camborne during the Christmas period. It was suggested that 5th December would coincide well with the potential end of lockdown. It was noted that BID Camborne would purchase additional free parking days.

Discussion took place. Members generally welcomed the proposal, to attract visitors to the town prior to Christmas. Some concern was expressed that this could encourage potential overcrowding as lockdown ended.

C.4988.2 **RESOLVED: that correspondence from Cornwall Council regarding free parking in Camborne during Christmas was received and that the Town Council requested 5th December as its free parking day**

Proposed by Councillor Ms Fox
Seconded by Councillor Morgan

On a vote being taken the matter was approved unanimously.

C.4989

TO RECEIVE AN UPDATE FROM THE ENGAGEMENT OFFICER ON CHRISTMAS DECORATION, ACTIVITIES AND OFFERINGS, AGREE ACTION AND AUTHORISE EXPENDITURE

The Engagement Officer presented a report updating members on the Town Council's plans for Christmas in Camborne 2020. This included suggestions for Christmas decorations in the Passmore Edwards building and Town Centre Christmas enhancement. Because of the Covid-19 situation it was recognised that the type of activities the Library could offer would differ from previous years.

Discussion took place and members welcomed the proposals.

C.4989.2

RESOLVED: that an update from the Engagement Officer on Christmas decoration, activities and offerings was received and that delegated authority for actions and proposed expenditure was given to the Acting Town Clerk, Mayor and Deputy Mayor

Proposed by Councillor Ms Fox
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

Councillor Kelynack lost connection at 6.58pm.

C.4990

TO RECEIVE A WRITTEN REPORT FROM THE ENGAGEMENT OFFICER ON RE-OPENING HIGH STREETS PHASE 2, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

The Engagement Officer informed members that Cornwall Council was offering additional funding to extend the reopening of high streets in December 2020. She suggested using these funds to extend the Street Warden Scheme and purchase semi-permanent social distancing pavement stickers.

Discussion took place. Members suggested that the use of Street Wardens should be concentrated mostly into the early part of December, when the town was expected to be busy.

C.4990.2

RESOLVED: that a written report from the Engagement Officer on re-opening high streets phase 2 was received and that this Council's application to Cornwall Council for additional high street funding was approved, with delegated authority given to the Acting Town Clerk, Mayor and Deputy Mayor to apply for this and any further additional funding

Proposed by Councillor Ms Fox
Seconded by Councillor Williams

On a vote being taken the matter was approved unanimously.

C.4991 **TO RECEIVE A GUIDANCE AND UPDATE REPORT FROM
CORNWALL ASSOCIATION OF LOCAL COUNCILS (CALC)
REGARDING LOCAL COUNCIL MEETINGS, AGREE ACTION
AND AUTHORISE ASSOCIATED EXPENDITURE**

Members noted the recommendation that local Councils continue to hold virtual meetings for the foreseeable future.

C.4991.2 **RESOLVED: that a guidance and update report from
Cornwall Association of Local Councils (CALC) regarding
local Council meetings was received and noted**

Proposed by Councillor Ms Fox
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.4992 **TO RECEIVE AND NOTE CORRESPONDENCE FROM
CORNWALL COUNCIL REGARDING THE ELECTORAL REVIEW
PANEL'S RECOMMENDATIONS ON THE COMMUNITY
GOVERNANCE REVIEW**

C.4992.2 **RESOLVED: that correspondence from Cornwall Council
regarding the Electoral Review Panel's recommendations on
the Community Governance Review was received and noted**

Proposed by Councillor Ms Fox
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.4993 **TO RECEIVE A WRITTEN REPORT AND QUOTATIONS FROM
THE AMENITIES AND PROJECTS OFFICER ON TEMPORARY
TRAFFIC MANAGEMENT SIGNAGE, AGREE ACTION AND
AUTHORISE EXPENDITURE**

The villages of Beacon, Troon and Brea had all been identified as sites requiring traffic calming, and residents were concerned that speeding traffic was increasing the potential for accidents and serious injury.

The Amenities and Projects Officer had been asked to investigate the options that could be used to deter speeding in the villages of the parish. The most likely solution was the purchase and installation of mobile, vehicle-activated signage. The portable

nature of the equipment would allow it to be used over a wide area, increasing its cost effectiveness.

Discussion took place and members welcomed the proposal. Some concern was expressed that the Town Council was expected to bear the cost of something which was highways related, but members agreed that there was an urgent need to address the situation.

C.4993.2 RESOLVED: that a written report and quotations from the Amenities and Projects Officer on Temporary Traffic Management Signage was received and that this Council investigated the purchase of a mobile Vehicle Activated Signage unit

Proposed by Councillor Herd
Seconded by Councillor T Dalley

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

C.4994 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.4994.2 RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act, the press and public were excluded, except Mrs Sarah Mason, who was acting in an advisory capacity to the Town Council

Proposed by Councillor Mrs Dalley
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.4995 TO RECEIVE RECOMMENDATIONS FROM THE PASSMORE EDWARDS BUILDING WORKING PARTY AND CORRESPONDENCE RECEIVED SINCE THE MEETING, AGREE ACTION AND AUTHORISE EXPENDITURE

Members considered the Working Party's recommendations and RTP Surveyors' quotation to compile a specification for the remedial work that would be required.

Discussion took place to agree the way forward.

C.4995.2

RESOLVED: that recommendations from the Passmore Edwards Building Working Party and a quotation from RTP Surveyors for a specification for remedial works to the Passmore Edwards building were received and expenditure approved and that RTP Surveyors was appointed to prepare the specification of remedial works

Proposed by Councillor Godolphin
Seconded by Councillor Wilkins

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

C.4995.3

RESOLVED: that on receipt of the solicitor's report

Proposed by Councillor Herd
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

The Chairman took agenda items 26 and 27 together.

C.4996

TO RECEIVE A WRITTEN REPORT FROM THE ACTING TOWN CLERK AND ENGAGEMENT OFFICER AND VERBAL REPORT FROM THE ACTING TOWN CLERK ON THE TOWNS FUND AND ACTIONS TAKEN, AGREE ACTION AND AUTHORISE EXPENDITURE

TO RECEIVE A VERBAL REPORT FROM COUNCILLOR T DALLEY ON THE TOWNS FUND, AGREE ACTION AND AUTHORISE EXPENDITURE

The Acting Town Clerk updated members on Camborne's Town Improvement Plan. Three projects had been proposed for

Members were asked to consider whether the Town Council wished to express an initial interest in supporting these projects.

Having declared an interest Councillor Mrs Dalley left the meeting at 7.34pm.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Councillor Morgan lost connection at 7.48pm.

Councillors Morgan and Mrs Dalley re-joined the meeting at 7.50pm.

C.4996.2 **RESOLVED: that dispensation was granted under the Localism Act s33 (c) to the members of the Town Deal Board, namely Councillors Atherfold, T Dalley, Mrs V Dalley and Herd, entitling them to vote at this meeting on matters relating to the Camborne Town Deal**

Proposed by Councillor Wilkins
Seconded by Councillor Goodman

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

C.4996.3 **RESOLVED: that a written report from the Acting Town Clerk and Engagement Officer and verbal report from the Acting Town Clerk on the Towns Fund and actions taken was received and that the actions taken to apply for grant [REDACTED] from the Towns Fund was ratified and that preparation of initial expression of interest for [REDACTED]**

[REDACTED]

Proposed by Councillor Ms Fox
Seconded by Councillor Wilkins

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

Councillor Godolphin requested that his name was recorded as
having voted against the proposal.

**C.4997 TO RECEIVE RECOMMENDATIONS FROM THE STAFFING
COMMITTEE, AGREE ACTION AND AUTHORISE
EXPENDITURE**

There were no recommendations from the Staffing Committee.

**C.4998 TO RECEIVE A RECOMMENDATION FROM THE PUBLIC
ESTATE AND DEVOLUTION WORKING PARTY, AGREE
ACTION AND AUTHORISE EXPENDITURE**



Discussion took place and members considered the Working
Party's recommendation. Suggestions were made regarding
provision of CCTV coverage outside the building and enhancement
of the immediate surroundings. Some concern was expressed
regarding potential abuse of the premises.

**C.4998.2 RESOLVED: that a recommendation from the Public Estate
and Devolution Working Party was received and that
Camborne Town Council enters negotiations with Cornwall
Council**

Proposed by Councillor Mrs Dalley
Seconded by Councillor Ms Fox

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

Councillor Godolphin requested that his name was recorded as
having voted against the proposal.

C.4999 **TO RECEIVE A CCTV MANAGEMENT REPORT FROM CORNWALL FIRE & RESCUE SERVICE FOR CAMBORNE 1ST JULY 2020 – 30TH SEPTEMBER 2020, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

C.4999.2 **RESOLVED: that a CCTV Management Report from Cornwall Fire & Rescue Service for Camborne 1st July 2020– 30th September 2020 was received**

Proposed by Councillor Wilkins
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.5000 **TO RECEIVE INFORMATION FROM CORNWALL CCTV MONITORING REGARDING CAMERA POSITIONS IN CAMBORNE, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

A short discussion took place regarding effective camera positions.

Mrs Mason recommended use of the CCTV cameras to identify large gatherings in contravention of Covid-19 regulations.

C.5000.2 **RESOLVED: that information from Cornwall CCTV Monitoring regarding camera positions in Camborne was received and that use of CCTV cameras to identify large gatherings in contravention of Covid-19 regulations was noted**

Proposed by Councillor Wilkins
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.5001 **TO RECEIVE CORRESPONDENCE FROM CORNWALL FIRE & RESCUE SERVICE REGARDING ADDITIONAL CCTV MONITORING IN CAMBORNE FOR CHRISTMAS AND THE NEW YEAR, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

C.5001.2 **RESOLVED: that correspondence from Cornwall Fire & Rescue Service regarding additional CCTV monitoring in Camborne for Christmas and the New Year was received and approved**

Proposed by Councillor Wilkins
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 8.17pm.

SIGNED BY THE CHAIRMAN.....

DATE