

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 11th February 2021 at 6.30 pm

PRESENT:

Councillor D Wilkins	Chairman
Councillor Mrs V Dalley	Vice-Chairman
Councillor D Atherfold	
Councillor M Champion	
Councillor J Collins	
Councillor R Congdon	
Councillor T Dalley	
Councillor Ms Z Fox	
Councillor C Godolphin	
Councillor Mrs R Goodman	
Councillor J Herd	
Councillor V Kelynack	(until point mentioned)
Councillor L Lemon	(from point mentioned)
Councillor L McDonald	
Councillor J Morgan	
Councillor Ms M Pearce	
Councillor Mrs S Weedon	
Councillor Mrs M Williams	

IN ATTENDANCE:

Samantha Hughes, Acting Town Clerk; Janet Ritchie, Committee Support Officer; David Garwood, Amenities & Projects Officer; John Floyd, representing National Office of Statistics; one member of the public.

The Chairman explained the meeting procedures to all present.

C.5067 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

No apologies were received.

C.5068 CHAIRMAN'S ANNOUNCEMENTS

The Chairman gave special mention to the owners of the Vyvyan Arms, for their fundraising events for the town over the past 25 years.

C.5069 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

Mrs Hughes declared interest in agenda item 24 as she had a direct involvement.

C.5070 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no written requests.

C.5071 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 14TH JANUARY 2021

C.5071.2 RESOLVED: that the minutes of the meeting of the Full Council held on 14th January 2021 were received and approved for signing

Proposed by Councillor Mrs Dalley
Seconded by Councillor Williams

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

The Chairman took agenda items 7(i) – 7 (vii) en bloc, except for item 7(v), which was deferred to the next meeting.

C.5072 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:

- (i) Planning & Development Committee 12th January 2021;**
- (ii) Staffing Committee 13th January 2021;**
- (iii) Staffing Committee (redacted) 13th January 2021;**
- (iv) Amenities Committee 21st January 2021;**
- (v) Planning & Development Committee 2nd February 2021;**
- (vi) Staffing Committee 3rd February 2021;**
- (vii) Staffing Committee (redacted) 3rd February 2021.**

C.5072.2 RESOLVED: that the minutes of the (i) Planning & Development Committee meeting held on 12th January 2021; (ii) Staffing Committee meeting held on 13th January

2021; (iii) Staffing Committee meeting (redacted) held on 13th January 2021; (iv) Amenities Committee held on 21st January 2021; (vi) Staffing Committee held on 3rd February 2021 and (vii) Staffing Committee (redacted) held on 3rd February 2021 were received and that the minutes of the Planning & Development Committee meeting held on 2nd February 2021 were deferred

Proposed by Councillor Wilkins
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.5073 TO NOTE THE MINUTES OF:

(i) Towans Partnership Meeting 21st October 2020

C.5073.2 RESOLVED: that the minutes of the Towans Partnership Meeting held on 21st October 2020 were noted

Proposed by Councillor Wilkins
Seconded by Councillor Weedon

On a vote being taken the matter was approved unanimously.

C.5074 MATTERS ARISING FROM THE MINUTES, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

The Chairman moved agenda item 10 for discussion after agenda item 11.

Councillor Lemon joined the meeting at 6.38pm and apologised for her late arrival.

C.5075 TO CONSIDER THE FOLLOWING GRANT APPLICATION:

(i) Camborne Cricket Club (General Power of Competence)

AGREE ACTION AND AUTHORISE EXPENDITURE

Camborne Cricket Club had requested funding from the Town Council towards the purchase of a refurbished multi-tasking mower. This would replace the existing equipment, which was no longer fit for purpose, and ensure that the club, newly promoted

to the Premier League, continued to maintain its pitches to the highest standard for all its senior and junior teams.

Members considered the request.

C.5075.2 RESOLVED: that a grant of £1,000 was awarded to Camborne Cricket Club under the General Power of Competence, using funds from the Community Grants and Donations Budget

Proposed by Councillor Champion
Seconded by Councillor Herd

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

One member of the public entered the meeting at 6.39pm.

C.5076 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)

One member of the public asked whether the 2021 Census forms provided an opportunity to record Cornish ethnicity.

A general discussion took place regarding inclusion and exclusion of ethnic minority groups.

C.5077 TO RECEIVE A VERBAL PRESENTATION FROM THE OFFICE OF NATIONAL STATISTICS ON THE FORTHCOMING CENSUS AND AGREE ACTION

Mr John Floyd, the Census Engagement Manager for the Office of National Statistics, explained the purpose of the Census and how it is designed to obtain information which will enable the Government to shape policy, allocate resources and plan development, housing, health and social care, and transport. This is assisted by having regular contact with Cornwall Council. The 2021 Census is on 21st April.

Councillor Kelynack left the meeting owing to connection issues.

Parishioners were being encouraged to submit their Census returns online, and Mr Floyd requested that the Town Council advise his organisation if parishioners require assistance in completing and returning their Census.

Mr Floyd answered questions from members. There was a short discussion regarding identification of minority groups and their needs.

Mr Floyd was thanked for his presentation and left the meeting at 6.59pm.

C.5077.2 RESOLVED: that a verbal presentation from the Office of National Statistics on the forthcoming Census was received

Proposed by Councillor Champion
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.5078 TO RECEIVE A VERBAL PRESENTATION FROM A POTENTIAL TREE WARDEN FOR THE PARISH OF CAMBORNE AND AGREE ACTION

This item was deferred as the presenter was having technical issues.

C.5079 TO RECEIVE A SOUTH WEST COUNCILS NEWSLETTER FOR JANUARY 2021, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

C.5079.2 RESOLVED: that a South West Councils Newsletter for January 2021 was received

Proposed by Councillor Godolphin
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.5080 TO RECEIVE AN UPDATED SCHEDULE OF MEETINGS FOR 2020/21 AND AGREE ACTION

The Acting Town Clerk informed members that the revised schedule included additional Staffing Committee meetings and a change of date for the Corporate Governance Working Party. Virtual meetings would continue, at least until the end of this municipal year.

C.5080.2 RESOLVED: that an updated schedule of meetings for 2020/21 was received and approved

Proposed by Councillor Wilkins
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.5081 TO RECEIVE AND NOTE CORNWALL ASSOCIATION OF LOCAL COUNCILS BRIEFING ON MEETINGS AND GATHERINGS

The Acting Town Clerk informed members that the Government was not extending its current legislation and there would be a legal requirement to return to face-to-face meetings in May 2021. Cornwall Association of Local Councils was recommending that local Councils lobbied their MPs and the Government for an extension.

Discussion took place and members considered the implications of a return to physical meetings for local Councils.

C.5081.2 RESOLVED: that Cornwall Association of Local Councils' briefing on meetings and gatherings was received and noted

Proposed by Councillor Mrs Dalley
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

C.5082 TO RECEIVE AND NOTE CORRESPONDENCE FROM CORNWALL ASSOCIATION OF LOCAL COUNCILS REGARDING COUNCIL ELECTIONS IN MAY 2021

The Acting Town Clerk informed members that Cornwall Council have begun publicising the forthcoming elections and conducting a survey of Polling Stations to ensure a Covid-safe environment. She requested permission to work with the Engagement Officer in promoting this Council through online publicity, as canvassing in person would be illegal.

C.5082.2 RESOLVED: that correspondence from Cornwall Association of Local Councils regarding Council Elections in May 2021 was received and that the Acting Town Clerk and the Engagement Officer were permitted to arrange online publicity for the Town Council

Proposed by Councillor Godolphin
Seconded by Councillor Weedon

On a vote being taken the matter was approved unanimously.

C.5083 TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL REGARDING A LOCAL MAINTENANCE PARTNERSHIP GRANT 2021-2022 AND AGREE ACTION

C.5083.2 RESOLVED: that correspondence from Cornwall Council regarding a Local Maintenance Partnership Grant 2021-22 was received and approved

Proposed by Councillor Champion
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

C.5084 TO RECEIVE A SUBMITTED CLAIM FOR RE-OPENING HIGH STREETS FUNDING, AND A DRAFT CLAIM. AGREE ACTION AND AUTHORISE EXPENDITURE

The Acting Town Clerk informed members that this claim to Cornwall Council for ERDF funding would amount to £12,000 and would enable this Council to employ the full-time services of Town Information Officers. The TIOs were also present in the town's parks and shops to ensure compliance with social distancing rules.

C.5084.2 RESOLVED: that a submitted claim for Re-opening High Streets Funding, and a draft claim were received and approved

Proposed by Councillor Godolphin
Seconded by Councillor Herd

On a vote being taken the matter was approved unanimously.

C.5085 THAT THIS 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.5085.2 RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act, the press and public were excluded

Proposed by Councillor Mrs Dalley
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

One member of the public left the meeting at 7.14pm.

C.5086 TO RECEIVE A VERBAL REPORT FROM THE ACTING TOWN CLERK ON AN UPDATED PLAN FOR ROSEWARNE TOILETS

- i) MAP SHOWING DRAFT CHANGE TO AREA TO BE TRANSFERRED**
- ii) GRANT FORM FOR CCTV AND A QUOTE FOR CCTV INSTALLATION**

AGREE ACTION AND AUTHORISE EXPENDITURE

C.5086.2 **RESOLVED: that a verbal report from the Acting Town Clerk on an updated plan for Rosewarne Toilets was received and approved**

Proposed by Councillor Champion
Seconded by Councillor Mrs Dalley

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

Councillor Godolphin asked that it was recorded he voted against the motion.

C.5086.3 **RESOLVED: that a grant application of £2,411 for funding for Rosewarne Toilets was approved and that an additional application for £6,000 Community Chest funding was noted**

Proposed by Councillor Wilkins
Seconded by Councillor McDonald

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

C.5086.4 **RESOLVED: that a budget of up to £6,000 was approved for the remaining CCTV costs for Rosewarne Toilets**

Proposed by Councillor Herd
Seconded by Councillor Wilkins

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

C.5086.5 **RESOLVED: that a budget of up to £16,000 was approved for refurbishment costs for Rosewarne Toilets, using funds from the Public Convenience budget and Amenities Earmarked Reserves**

Proposed by Councillor Mrs Dalley
Seconded by Councillor Champion

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

C.5086.6 **RESOLVED: that the appointment of contractors for the works at Rosewarne Toilets was delegated to the Chairman and Vice-Chairman of the Amenities Committee, and the Acting Town Clerk**

Proposed by Councillor Ms Fox
Seconded by Councillor Atherfold

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

C.5087

TO RECEIVE A WRITTEN REPORT FROM THE AMENITIES AND PROJECTS OFFICER AND DRAFT TENDER DOCUMENTS IN RELATION TO A REPLACEMENT LIFT AT THE PASSMORE EDWARDS BUILDING, AGREE ACTION AND AUTHORISE EXPENDITURE

The Amenities and Projects Officer informed members that the lift was starting to cause problems in operation, and because of the equipment's age, replacement parts would become more difficult to obtain. The Council would be unable to offer disabled access to the building.

A budget for the replacement lift was already in place and the tenders obtained.

Members discussed the proposal, and it was considered prudent to undertake the work during this period when the building was closed to the public.

C.5087.2

RESOLVED: that a written report from the Amenities and Projects Officer and draft tender documents in relation to a replacement lift at the Passmore Edwards Building were received and that immediate replacement of the lift was approved, with funding previously agreed

Proposed by Councillor Mrs Dalley
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.5088

TO RECEIVE A VERBAL REPORT FROM THE ACTING TOWN CLERK ON THE PASSMORE EDWARDS BUILDING, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

The Acting Town Clerk informed members that the surveyors were preparing a court compliant report, as agreed and that tender documents for a Project Manager would be drawn up. It was expected that this information would be available for consideration at the March meeting of Full Council.

C.5088.2

RESOLVED: that a verbal report from the Acting Town Clerk on the Passmore Edwards Building was received and approved

Proposed by Councillor Wilkins
Seconded by Councillor Ms Pearce

On a vote being taken the matter was approved unanimously.

Having declared an interest in the next agenda item, Mrs Hughes left the meeting at 7.33pm.

C.5089

TO RECEIVE RECOMMENDATIONS FROM THE STAFFING COMMITTEE ON THE TOWN CLERK'S APPOINTMENT, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

The Vice-Chairman informed members that following discussions with the Acting Town Clerk, the Staffing Committee recommended that Mrs Hughes was offered the Town Clerk role on a month's trial and recommended her appointment as Town Clerk.

Mrs Hughes had recently obtained her CiLCA qualification and had worked excellently under pressure over the last two years.

Members considered the recommendation.

C.5089.2

RESOLVED: that recommendations S.698.4 and S.698.5 from the Staffing Committee on the Town Clerk's appointment were received and approved and that Mrs Hughes was offered the role of Town Clerk on a month's trial

and that Mrs Hughes was appointed as Town Clerk

Proposed by Councillor Mrs Dalley
Seconded by Councillor Ms Pearce

On a vote being taken the matter was approved unanimously.

Mrs Hughes returned to the meeting at 7.36pm.

C.5090

TO RECEIVE A CCTV MANAGEMENT REPORT FOR CAMBORNE 1ST OCTOBER 2020 – 31ST DECEMBER 2020 FROM CORNWALL FIRE & RESCUE SERVICE, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

Councillor Herd informed members that the Police were attending all CCTV meetings to explain how the cameras were being used.

A general discussion took place regarding anti-social behaviour and the ways in which incidents can be reported to give Police first-hand information.

C.5090.2

RESOLVED: that a CCTV Management Report for Camborne 1st October 2020 – 31st December 2020 from Cornwall Fire & Rescue Service was received

Proposed by Councillor Wilkins
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

Members congratulated Mrs Hughes on her appointment as Town Clerk.

There being no further business the Chairman closed the meeting at 7.43pm.

SIGNED BY THE CHAIRMAN.....

DATE