

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 in The Wesley Centre (Main Church), Chapel Street, Camborne, TR14 8EG, on Thursday 10th June 2021 at 6.30 pm

PRESENT:

Councillor Ms Z Fox	Chairman
Councillor M Champion	Vice Chairman
Councillor D Atherfold	
Councillor R Congdon	
Councillor Mrs V Dalley	
Councillor C Godolphin	
Councillor C Lawrence	
Councillor P Mills	
Councillor R Tal-e-Bot	
Councillor D Wilkins	
Councillor M Williams	

IN ATTENDANCE:

Samantha Hughes, Town Clerk; Janet Ritchie, Committee Support Officer; Dave Garwood, Amenities and Projects Officer; Rose Hitchens-Todd, Engagement Officer; and one member of the public.

The Chairman explained the meeting procedures to all present.

C.5172 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.5172.2 RESOLVED: that the apologies from Councillors Morgan, Miles and Weedon for non-attendance at the meeting of the Full Council held on 10th June 2021 were received

Proposed by Councillor Mrs Dalley
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

C.5173 CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed members that a Responsible Finance Officer had been appointed and had started in post on 7th June.

The Committee Support Officer would be leaving at the end of the month and was thanked by the Chairman for her work with the Town Council.

C.5174 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

Councillors Mrs Dalley and Ms Fox declared interest in agenda item 20 as they were members of Camborne Town Deal Board.

Councillor Godolphin declared interest in agenda item 21 as he was a tenant of Coastline Housing.

C.5175 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

Councillors Mrs Dalley and Ms Fox had submitted a written request regarding agenda item 20 as they were members of Camborne Town Deal Board.

Councillor Mrs Dalley had submitted a written request regarding agenda item 22 as she used Park Gerry which was a Town Deal Board Project.

C.5175.2 RESOLVED: that written requests for dispensations from Councillors Mrs Dalley and Ms Fox were approved

Proposed by Councillor Ms Fox
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.5176 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 19TH MAY 2021

The minutes were amended to include Councillor Lawrence's membership of the Staffing Committee.

C.5176.2 RESOLVED: that the amended minutes of the meeting of the Full Council held on 19th May 2021 were approved, for signing by the Chairman

Proposed by Councillor Ms Fox
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.5177 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:

i) Finance & General Purposes Committee 27th May 2021

C.5177.2 RESOLVED: that the minutes of the Finance & General Purposes Committee 27th May 2021, were received

Proposed by Councillor Williams
Seconded by Councillor Lawrence

On a vote being taken the matter was approved unanimously.

C.5178 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

Councillor Godolphin asked for clarification of item C.5145, regarding presentation of Councillors' long-service awards. The Chairman confirmed that the plaques were awarded to Councillors that had served two terms in office, regardless of whether they were continuing in office.

Councillor Godolphin suggested that members representing outside organisations submit a written report for members' information. The Town Clerk confirmed that this was in hand. The Chairman requested that representatives report back to Full Council.

C.5179 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 3e 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).

There were no requests for Public Participation.

C.5180 TO RECEIVE A PRESENTATION AND UPDATE FROM BID CAMBORNE REGARDING CURRENT PROJECTS AND AGREE ACTION

As BID Camborne were unable to attend, the presentation was deferred until the July meeting of Full Council.

C.5180.2 **RESOLVED: that a presentation and update from BID Camborne regarding current projects was deferred until the July meeting of Full Council**

Proposed by Councillor Godolphin
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.5181 **TO RECEIVE A SOUTH-WEST COUNCILS ASSOCIATE NEWSLETTER FOR MAY 2021 AND AGREE ACTION**

C.5181.2 **RESOLVED: that a South-West Councils Associate Newsletter for May 2021 was received and noted**

Proposed by Councillor Ms Fox
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.5182 **TO APPROVE THE HEALTH & SAFETY POLICY STATEMENT**

C.5182.2 **RESOLVED: that the Health & Safety Policy Statement was approved**

Proposed by Councillor Lawrence
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.5183 **TO APPROVE THE ENVIRONMENTAL POLICY STATEMENT**

It was noted that this could be refined as necessary by the Climate Action Working Group, which would be meeting on 16th June.

C.5183.2 **RESOLVED: that the Environmental Policy Statement was approved**

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.5184 TO CONSIDER FLYING THE UNION FLAG FROM THE PASSMORE EDWARDS BUILDING FOR THE QUEEN'S OFFICIAL BIRTHDAY ON 12TH JUNE 2021

Members considered the request, noting that this year the Queen was celebrating her 95th birthday.

C.5184.2 RESOLVED: that the Union Flag was flown from the Passmore Edwards Building to acknowledge the Queen's official birthday on 12th June 2021

Proposed by Councillor Godolphin
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved by a majority, with six votes in favour, three votes against and two abstentions.

C.5185 TO RECEIVE A MOTION FROM COUNCILLOR NIGEL MILES: THAT CAMBORNE TOWN COUNCIL SERIOUSLY REVIEWS ITS POSITION AND RESPONSE TO A "RESOLUTE FOR RECYCLING" POLICY FOR ALL ACROSS THE PARISH, IN VIEW OF THE PLEDGE TO BE A CARBON NEUTRAL TOWN COUNCIL BY 2025

As Councillor Miles was unable to attend this meeting, he had requested that this item was deferred until the July meeting of Full Council.

C.5185.2 RESOLVED: that a motion from Councillor Nigel Miles: that Camborne Town Council seriously reviews its position and response to a "Resolute for Recycling" policy for all across the parish, in view of the pledge to be a Carbon Neutral Town council by 2025, was deferred until the July meeting of Full Council, when Councillor Miles would be present

Proposed by Councillor Ms Fox
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.5186 TO RECEIVE A MOTION FROM COUNCILLOR COLIN GODOLPHIN: THAT ALL COUNCILLORS ARE ELECTRONICALLY SENT AGENDAS AND PAPERWORK FOR ALL MEETINGS, IRRESPECTIVE OF WHETHER THEY ARE ON A COMMITTEE OR NOT

Councillor Godolphin spoke in support of the proposal, which would allow all members to be kept informed of developments within the Council.

The Chairman proposed the addition of a caveat, that members should be allowed to opt out of receiving the information and that members can specify their preferred e-mail address.

- C.5186.2** **RESOLVED: that a motion from Councillor Colin Godolphin: that all Councillors are electronically sent agendas and paperwork for all meetings, irrespective of whether they are on a committee or not, was received and approved, with a caveat that members are permitted to opt out and can specify a preferred email address for receiving the information**

Proposed by Councillor Godolphin
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

- C.5187** **TO RECEIVE A WRITTEN REPORT FROM THE ENGAGEMENT OFFICER REGARDING LIBRARY CONSULTATION HOURS, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Engagement Officer presented a written report showing the results of a public consultation regarding Library opening hours. The response had been low as this was a digital consultation because of Covid restrictions. Respondents had indicated a preference for the library to be open on Tuesdays, the most popular times being from 10.30am – 6.30pm. Town Council staff had noticed a significant number of enquiries for the Library on Tuesdays.

Members considered the report.

- C.5187.2** **RESOLVED: that a written report from the Engagement Officer regarding Library consultation hours was received and that additional Library opening hours on Tuesdays from 10.30am to 6.30pm were approved**

Proposed by Councillor Godolphin
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

- C.5188** **TO RECEIVE A WRITTEN REPORT FROM THE ENGAGEMENT OFFICER REGARDING REMEMBRANCE DAY ACTIVITIES, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Engagement Officer presented a report regarding the 2021 Remembrance Day Parade in Camborne. The Royal British Legion had requested support from the Town Council to assist with road closures and stewarding and provide public liability insurance cover. The Town Council had previously agreed, in principle, to

offer its assistance. The Engagement Officer recommended that members form a Working Party to plan and manage the event and that the Town Council approves Traffic Management Training for volunteer stewards.

Members considered the Engagement Officer's report and the importance of the Town Council's support.

C.5188.2 RESOLVED: that a written report from the Engagement Officer regarding Remembrance Day activities was received

Proposed by Councillor Ms Fox
Seconded by Councillor Atherfold

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

C.5188.3 RESOLVED: that the Town Council forms a Remembrance Day Parade Working Party and invites volunteers to join

Proposed by Councillor Godolphin
Seconded by Councillor Wilkins

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

C.5188.4 RESOLVED: that Councillors Ms Fox, Godolphin and Wilkins were appointed as this Council's representatives on the Remembrance Day Parade Working Party

Proposed by Councillor Godolphin
Seconded by Councillor Wilkins

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

C.5188.5 RESOLVED: that expenditure of up to £200 was approved for associated fees for the approval, notifications and insurance required for the 2021 Remembrance Day Parade, funding to be taken from the Marketing and Promotions budget

Proposed by Councillor Godolphin
Seconded by Councillor Mrs Dalley

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

C.5188.6 **RESOLVED: that expenditure of up to £675 was approved for hosting a Traffic Management Course for up to fifteen persons at the Passmore Edwards Building on 10th July 2021, funding to be taken from the training budget**

Proposed by Councillor Godolphin
Seconded by Councillor Wilkins

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

C.5189 **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.5189.2 **RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act the press and public were excluded due to the confidential nature of the business to be discussed**

Proposed by Councillor Mrs Dalley
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.5190 **TO RECEIVE A WRITTEN UPDATE ON THE TOWN DEAL FROM THE ENGAGEMENT OFFICER, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Engagement Officer informed members that Camborne had been awarded significant capital investment through the Town Deal, which would support eight planned projects. Camborne Town Deal Board's next priority was to work on the development of its business plan, through a Heads of Terms agreement.

C.5190.2 **RESOLVED: that a written update on the Town Deal from the Engagement Officer was received**

Proposed by Councillor Ms Fox
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

Having declared an interest in the next agenda item, Councillor Godolphin left the meeting at 7.07pm.

C.5191 **TO RECEIVE A REQUEST FROM COASTLINE HOUSING REGARDING THE SALE OF HOUSING STOCK, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Town Clerk informed members that Coastline Housing was selling some of its stock and had indirectly approached the Town Council requesting that it keeps a list of tenants that would require housing.

Discussion took place and members considered the request.

Concern was expressed regarding:

- why the Town Council was being consulted instead of Cornwall Council's Housing department;
- a potential displacement of tenants that require affordable rental housing;
- whether the properties would be sold at the going market rate;
- whether tenants would be given the option to remain in their properties, in line with Cornwall Council guidelines;
- whether an opportunity to purchase would be given to local residents.

The Town Clerk recommended that the Town Council should defer making any decision until further information was available.

C.5191.2

RESOLVED: that a request from Coastline Housing regarding the sale of housing stock was received and that the matter was deferred, to be reviewed at a future meeting of this Council when further information was available

Proposed by Councillor Ms Fox
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

Councillor Godolphin returned to the meeting at 7.16pm.

C.5192

TO RECEIVE INITIAL DESIGNS FOR THE REFURBISHMENT OF PARK GERRY, AND REQUEST FUNDING FOR FURTHER DEVELOPMENT OF THE PROJECT. AGREE ACTION AND AUTHORISE EXPENDITURE

The Amenities and Projects Officer gave a written and verbal presentation regarding the proposed refurbishment of Park Gerry and informed members that the Town Council had provisionally been awarded 98% of the required funding by the Town Deal, to be formally confirmed.

The designs at this stage were tentative, at no cost to this Council, and would form the basis for a public consultation, to be held at the park on 27th June, to gauge feedback. Local stakeholders would be given the opportunity for involvement and a public survey would go live on the Town Council's Commonplace platform on 11th June. Designs would be formally drawn up once the Council received a firm commitment of funding. The Amenities and Projects Officer explained that this project differed from the previous green space developments undertaken by this Council, as it was being funded directly from the Town Deal.

Members considered the proposal.

C.5192.2 **RESOLVED: that initial designs for the refurbishment of Park Gerry were received and that Option 2, to approve the use of the Amenities Team designs as a basis for a landscape architect to create scaled drawings and indicative ground level view artwork, was approved**

Proposed by Councillor Godolphin
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.5193 **TO RECEIVE RECOMMENDATIONS FROM THE PASSMORE EDWARDS BUILDING WORKING PARTY REGARDING APPOINTMENT OF A CONTRACTOR FOR THE PASSMORE EDWARDS BUILDING, APPROVE THE TENDER DOCUMENTS, AGREE ACTION AND AUTHORISE EXPENDITURE**

C.5193.2 **RESOLVED: that recommendations from the Passmore Edwards Building Working Party regarding appointment of a contractor for the Passmore Edwards Building were received and that recommendation PEB.99.2:**

to recommend to Full Council that the procurement documents and works schedule are approved for advertisement, for the appointment of a contractor for the reinstatement works of the Passmore Edwards Building

was approved

Proposed by Councillor Godolphin
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.5193.3 **RESOLVED: that recommendation PEB.99.3 from the Passmore Edwards Building Working Party:**

to recommend to Full Council that a provisional budget of £450,000 is approved for the works to the Passmore

Edwards Building, to be taken from the Passmore Edwards Building Earmarked Reserves

was approved

Proposed by Councillor Champion
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

C.5194 TO RECEIVE ANY FURTHER RECOMMENDATIONS FROM THE PASSMORE EDWARDS BUILDING WORKING PARTY, AGREE ACTION AND AUTHORISE EXPENDITURE

**C.5194.2 RESOLVED: that recommendation PEB.99.4 from the Passmore Edwards Building Working Party:
to recommend to Full Council that a scoring panel for the tender returns, comprising the Town Clerk, Amenities and Projects Officer and Councillor M Champion is appointed**

was received and approved

Proposed by Councillor Wilkins
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 7.38 pm.

SIGNED BY THE CHAIRMAN.....

DATE

