

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 GW03 Meeting Room, Cornwall Council Offices, Dolcoath Avenue, Camborne, TR14 8SX on Thursday 9th December 2021 at 6.30 pm

PRESENT:

Councillor Ms Z Fox	Chairman
Councillor M Champion	Vice Chairman
Councillor D Atherfold	
Councillor J P Collins	
Councillor R Congdon	
Councillor J Cosgrove	
Councillor C Godolphin	
Councillor N Heather	
Councillor C Lawrence	
Councillor L McDonald	
Councillor N Miles	
Councillor P Mills	
Councillor R Tal-E-Bot	
Councillor D Wilkins	
Councillor M Williams	

IN ATTENDANCE:

Samantha Hughes, Town Clerk; Melanie Negus, Administrative Support Officer; David Garwood, Amenities & Projects Officer; Rose Hitchens-Todd, Engagement Officer; Alicia Jouvenaar, Engagement Assistant.

C.5308 MEETING PROCEDURES

The Chairman explained the meeting procedures to all present.

C.5309 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.5309.2 RESOLVED: that the apologies from Councillors V Dalley, J Morgan and S Weedon for non-attendance of the meeting of Full Council on the 9th December were received

Proposed by Councillor Z Fox
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

C.5310**CHAIRMAN'S ANNOUNCEMENTS**

The Chairman informed members that due to the changes regarding Covid19, Library groups had been suspended, and they were operating a click and collect service for children to collect presents from Santa.

She reminded members that all members wishing to speak at meetings should go through the Chairman as stated in the Town Council's Standing Orders.

She informed members of a meeting of the Passmore Edwards Working Party on Friday the 7th January.

Events attended by the Mayor:

- Camborne Church Remembrance Day Service 14th November,
- St Columb Remembrance Day Service 14th November.
- Redruth Christmas Lights Switch On 27th November.
- Penryn Christmas Lights Switch On 4th December.
- Penryn Virtual Christmas Concert 5th December.

C.5311**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 M Williams and D Wilkins declared interests in agenda item 17, as they were members of the Royal British Legion. Councillors D Atherfold, J Cosgrove and Z Fox declared interests in Agenda item 27 as they were on the Town Deal Board.

C.5312**TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

There were Standing dispensation requests that had been granted for the Councillors on the Town Deal Board.

C.5313**TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 11TH NOVEMBER 2021****C.5313.2**

RESOLVED: that the minutes of the meeting of the Full Council held on 11th November 2021 were received, with an amendment on page 2795 from, 'R Congdon leaving and re-entering the meeting', to, 'R Tal-E-Bot leaving and re-entering the meeting', were approved, and signed by the Chairman

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

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

C.5314**TO RECEIVE AND APPROVE THE REDACTED MINUTES OF**

**THE MEETING OF THE FULL COUNCIL HELD ON 11TH
NOVEMBER 2021**

C.5314.2 **RESOLVED:** that the redacted minutes of the meeting of the Full Council held on 11th November 2021 were received, and with an amendment on page 2795 from, 'R Congdon leaving and re-entering the meeting', to, 'R Tal-E-Bot leaving and re-entering the meeting', were approved, and signed by the Chairman

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

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

C.5315 **TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:**

- i) Amenities Committee 18th November 2021;**
- ii) Staffing Committee, 10th November 2021;**
- iii) Finance & General Purpose Committee 25th November 2021;**
- iv) Passmore Edwards Building Working Party 12th October 2021;**
- v) Climate Action Working Party, 9th November 2021;**

C.5315.2 **RESOLVED:** that the minutes of the Amenities Committee 18th November 2021; Staffing Committee, 10th November 2021; Finance & General Purpose Committee 25th November 2021; Passmore Edwards Building Working Party 12th October 2021; Climate Action Working Party, 9th November 2021; were received

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5316 **TO NOTE THE MINUTES OF:**

- (i) Camborne, Pool, Illogan and Redruth and Mining Villages Place Shaping Board Notes 9th November 2021;**
- (ii) Camborne, Pool, Illogan, Redruth and Mining Villages Community Network Meeting Notes 10th November 2021;**

C.5316.2 **RESOLVED:** that the Camborne, Pool, Illogan and Redruth and Mining Villages Place Shaping Board Notes 9th November 2021; and the Camborne, Pool, Illogan, Redruth and Mining Villages Community Network Meeting Notes 10th November 2021 were received, and noted

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5317 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

Members were informed of a briefing from Cornwall Council regarding the Homeless Pods in Rosewarne Car Park. The timescales were not expected to be extended

C.5318 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)

Ted Williams commented on agenda item 17 regarding plastic poppy wreaths; decisions were made at head office, so any letters received regarding poppy wreaths would be forwarded on. He also informed members that donations from Camborne totalled £18,000.

C.5319 TO RECEIVE A DRAFT ENGAGEMENT STRATEGY AND AGREE ACTION

The Town Clerk informed members that the strategy would fit into the corporate Plan and would be reviewed two yearly.

C.5319.2 RESOLVED: that a Draft Engagement Strategy was received and adopted

Proposed by Councillor D Wilkins
Seconded by Councillor J Collins

On a vote being taken the matter was approved unanimously.

C.5320 TO RECEIVE A DRAFT SCHEDULE OF MEETINGS FOR 2022/2023 AND AGREE ACTION

C.5320.2 RESOLVED: that a draft Schedule of Meetings for 2022/2023 was received and approved

Proposed by Councillor D Wilkins
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

C.5321 TO RECEIVE A DRAFT COMPLAINTS PROCEDURE AND AGREE ACTION

C.5321.2 RESOLVED: that a draft Complaints Procedure was received and adopted

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5322 TO CONSIDER A TEMPORARY MINOR CHANGE OF HOURS FOR THE LIBRARY SERVICE DURING DECEMBER AND AGREE ACTION

The Town Clerk informed members that there were library staffing issues, and the covering agency workers did not work after 5 pm. She suggested a temporary change of hours on Tuesdays to 9 am - 5 pm, until after the Christmas period.

C.5322.2 RESOLVED: that a change of library opening hours on Tuesdays to 9 am – 5 pm for the weeks up until Christmas, was approved

Proposed by Councillor C Godolphin
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5323 TO RECEIVE A DRAFT APPLICATION FOR THE NALC FOUNDATION AWARD, AGREE ACTION AND AUTHORISE EXPENDITURE

The Town Clerk informed members that she intended applying for the Foundation Level Award, with a view to applying for higher next year. The Council had lost its quality status due to the Clerk leaving, and there being no staff members CILCA trained. She had since passed her CILCA qualification and could re-apply.

C.5323.2 RESOLVED: that this Council can demonstrate that it has the documentation & information in place for operating lawfully and according to standard practice, also, that it has policies for training Councillors and Officers, and is building a foundation for improvement and development

Proposed by Councillor Z Fox
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

C.5323.3 RESOLVED: that council also confirms it recognised its duties in relation to bio-diversity and crime and disorder and that it had met the criteria for Governance:

- **demonstrating good governance in managing the business and finances of the Council.**

met the criteria for Community:

- **Demonstrating that this council has a role in the community and showing how it engages with the community.**

Met the criteria for Development

- **Representing this Council's improvement through the management of staff and Councillors.**

Proposed by Councillor Z Fox
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5323.4 RESOLVED: that the submission of the Local Council Award Scheme - Foundation application for Camborne Town Council was approved for submission

Proposed by Councillor C Godolphin
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

Having declared interests in the next agenda item Councillors D Wilkins and M Williams left the room.

C.5324 TO RECEIVE A MOTION FROM COUNCILLOR MS Z FOX;

THAT CAMBORNE TOWN COUNCIL WRITE TO THE ROYAL BRITISH LEGION REGARDING POPPY WREATHS BEING ONLY AVAILABLE MADE OF PLASTIC, REQUESTING THAT MORE SUITABLE OPTIONS ARE MADE AVAILABLE IN FUTURE MADE OF MORE SUSTAINABLE MATERIAL

AGREE ACTION AND AUTHORISE EXPENDITURE

C.5324.2 RESOLVED: that Camborne Town Council write to the Royal British Legion regarding poppy wreaths being only available made of plastic, requesting that more suitable options are made available in future, made of more sustainable material; was approved

Proposed by Councillor Z Fox

Seconded by Councillor J Cosgrove

On a vote being taken the matter was approved Unanimously.

Councillors D Wilkins and M Williams re-entered the meeting.

C.5325 TO APPOINT MEMBERS TO THE NATURE RECOVERY WORKING PARTY

C.5325.2 RESOLVED: that Councillors M Champion, J Cosgrove, Z Fox, N Miles, P Mills and D Wilkins were appointed as members on the Nature Recovery Working Party

Proposed by Councillor Z Fox
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

C.5326 TO RECEIVE A RESIGNATION FROM COUNCILLOR WEEDON FROM THE PASSMORE EDWARDS BUILDING WORKING PARTY, AND DONALD THOMAS CENTRE WORKING PARTY; AND TO APPOINT MEMBER/S TO THE VACANCIES

C.5326.2 RESOLVED: that the resignation from Councillor Weedon for the Passmore Edwards Working Party, and the Donald Thomas Centre Working Party was received; and the appointment of Councillor C Lawrence to the Passmore Edwards Building Working Party, was approved

Proposed by Councillor C Lawrence
Seconded by Councillor Z Fox

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

C.5327 TO RECEIVE A REQUEST FROM CAMBORNE COMMUNITY LARDER PROJECT TO INSTALL A COLLECTION CUPBOARD ON TOWN COUNCIL LAND BESIDE ROSEWARNE TOILETS, AGREE ACTION AND AUTHORISE EXPENDITURE

The Engagement Officer informed members that the scheme was to supply people in need, with food. The food donations were from two local Tesco's Stores. The cupboard would be weatherproof, and chained to the railings. The members of the Larder scheme would take care of the upkeep of the of the cupboard

C.5327.2 RESOLVED: that the request from Camborne Community Larder Project to install a collection cupboard on Town Council land beside Rosewarne Toilets, was approved; to be re-evaluated in six months

Proposed by Councillor J Cosgrove
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously.

C.5328 TO RECEIVE THE NOVEMBER SOUTH-WEST COUNCILS NEWSLETTER, AGREE ACTION AND AUTHORISE EXPENDITURE

C.5328.2 RESOLVED: that the November South-West Councils Newsletter was received

Proposed by Councillor C Godolphin
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5329 TO RECEIVE A WRITTEN AND VERBAL REPORT FROM THE ENGAGEMENT OFFICER ON CAMBORNE COMMUNITY & COMMERCE AWARDS 2022 AND SUPPORTING INFORMATION, AGREE ACTION AND AUTHORISE EXPENDITURE

The Engagement Officer informed members that the awards event had been approved in 2019 but didn't go ahead because of COVID19. The Camborne Rugby Club had been the arranged venue for the event. Invitations for the 2022 Awards would be sent, for nominations, and the nominations from 2019 would be included if they still wished to be. It was suggested that there be a COVID19 Hero award.

C.5329.2 RESOLVED: that written and verbal reports from the Engagement Officer on Camborne Community & Commerce Awards 2022, and the supporting information were received; and the holding of the Camborne & Commerce Awards event for 2022 was approved

Proposed by Councillor C Godolphin
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

C.5329.3 RESOLVED: that the expenditure for the Camborne Community & Commerce Awards 2022 of £3,300 was approved. £3,100 to be taken from the Consultation and Community Engagement budget, and £200 from the Marketing and Promotions budget

Proposed by Councillor C Godolphin
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5329.4 RESOLVED: that the Engagement Officer was instructed to seek sponsorship of £1,300 to compensate the Town

Council on the expenditure for the Camborne & Commerce Awards event for 2022

Proposed by Councillor D Wilkins
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

C.5329.5 RESOLVED: that the Awards Working Party finalise arrangements for the Camborne & Commerce Awards event for 2022, was approved

Proposed by Councillor C Godolphin
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5330 TO RECEIVE A DRAFT SOCIAL MEDIA POLICY FOR MEMBERS, VOLUNTEERS AND WORKING PARTY REPRESENTATIVES, AND AGREE ACTION

C.5330.2 RESOLVED: that a draft Social Media Policy for Members, Volunteers and Working Party Representatives was approved, and adopted

Proposed by Councillor C Lawrence
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

**C.5331 TO RECEIVE A MOTION FROM COUNCILLOR C LAWRENCE;
THAT CAMBORNE TOWN COUNCIL CONSIDER A TWINNING/FRIEND LINK WITH MOONTA IN AUSTRALIA
AGREE ACTION AND AUTHORISE EXPENDITURE**

Councillor Lawrence informed members that a lot of Cornish Miners went to Moonta in 1861 and settled there, a large number of which were from Camborne, and the population of the town is now predominately of Cornish descent. The Pump in the centre of the town was manufactured by Holman Brothers.

Councillor Godolphin questioned the cost of signage, to accommodate the Twinning status, and was informed that the cost would be minimal, as it would be incorporated when the town's boundary signs were to be replaced.

C.5331.2 RESOLVED: that a twinning/friend link with Camborne and Moonta in Australia was approved

Proposed by Councillor C Lawrence
Seconded by Councillor J Cosgrove

On a vote being taken the matter was approved unanimously.

Councillor N Heather left the meeting.

C.5332 TO RECEIVE THE NOVEMBER 2021 CORNISH METALS – LOCAL LIAISON GROUP NEWSLETTER

C.5332.2 RESOLVED: that the November 2021 Cornish Metals – Local Liaison Group Newsletter was received

Proposed by Councillor C Godolphin
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

C.5333 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.5333.2 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 C Godolphin
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

One member of the public left the meeting at 7.30 pm.

C.5334 TO RECEIVE A VERBAL REPORT AND WRITTEN SCORE EVALUATION FOR THE CONTRACT FOR PROFESSIONAL SERVICES FOR PARK GERRY

- i) TO NOTE THE TENDER PROCESS UNDERTAKEN AND MAKE AWARD OF CONTRACT TO THE TOP RANKED SUPPLIER BASED ON THE PUBLISHED EVALUATION CRITERIA AND EVALUATION PROCESS CARRIED OUT.**
- ii) TO APPROVE EXPENDITURE AND CLAIM FOR FUNDS FROM THE TOWN DEAL IF APPROPRIATE.**
- iii) GIVE AUTHORITY TO THE TOWN CLERK TO FORMALISE THE CONTRACT AND INSTRUCTIONS FOR WORKS TO BE COMMENCED.**

C.5334.2 **RESOLVED: that a verbal report and written score evaluation for the contract for Professional Services for Park Gerry, were received; the tender process undertaken for the contract for professional services for Park Gerry was noted; and the appointment of MEI LOCI as the Town Council’s contractor, was approved**

Proposed by Councillor J Cosgrove
Seconded by Councillor P Mills

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

C.5334.3 **RESOLVED: that the expenditure of £71,992.50 for the contract for professional services for Park Gerry; and claiming of funds from the Town Deal if appropriate, was approved**

Proposed by Councillor D Wilkins
Seconded by Councillor Z Fox

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

C.5334.4 **RESOLVED: that the authority to the Town Clerk to formalise the contract and instructions for works to be commenced at Park Gerry, was approved**

Proposed by Councillor Z Fox
Seconded by Councillor J Collins

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the Meeting at 7.40 pm.

SIGNED BY THE CHAIRMAN.....

DATE

