

# 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 in GW03 Meeting Room, Cornwall Council Dolcoath Offices, Dolcoath Avenue, Camborne, TR14 8SX on Thursday 10th March 2022 at 6:30 pm**

## PRESENT:

<b>Councillor Ms Z Fox</b>	<b>Chairman</b>
<b>Councillor M Champion</b>	<b>Vice Chairman</b>
<b>Councillor D Atherfold</b>	
<b>Councillor J P Collins</b>	
<b>Councillor R Congdon</b>	
<b>Councillor J Cosgrove</b>	
<b>Councillor Mrs V Dalley</b>	
<b>Councillor C Godolphin</b>	
<b>Councillor N Heather</b>	
<b>Councillor C Lawrence</b>	
<b>Councillor L McDonald</b>	
<b>Councillor N Miles</b>	
<b>Councillor P Mills</b>	
<b>Councillor J Morgan</b>	
<b>Councillor R Tal-E-Bot</b>	<b>from point mentioned</b>
<b>Councillor S Weedon</b>	
<b>Councillor M Williams</b>	

## IN ATTENDANCE:

**Samantha Hughes, Town Clerk; Alec Webb, Responsible Finance Officer; Dave Garwood, Amenities & Projects Officer; Rose Hitchens-Todd, Engagements Officer; Alicia Jouvenaar, Engagement Assistant; Lotti Stapleton, Senior Library Officer; and Sally Williams, Committee Support Officer; and three Cornwall Council representatives**

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### **C.5390 SAFETY PROCEDURES**

The Chairman explained the safety procedures to all present.

### **C.5391 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE**

**C.5391.2 RESOLVED: that the apologies from Councillor D Wilkins for non-attendance of the meeting of Full Council held on 10th March 2022 were received**

Proposed by Councillor Z Fox  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

**C.5392 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman thanked the Engagement team for a successful Fairtrade Fortnight, including the Coffee Morning and the Wine Tasting evening.

She also invited all Councillors to attend an Events Working Party meeting on 21<sup>st</sup> March 2022 to be held at the Basset Centre.

**C.5393 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 Dalley declared an interest in Item 28, the Town Deal. The Chairman explained that there was a standing dispensation, lasting for twelve months, for Councillor Fox, Councillor Dalley, Councillor Atherfold, Councillor Cosgrove and Councillor Morgan.

**C.5394 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

**C.5394.2 RESOLVED: that dispensation requests stand in place for a term of twelve months to allow Councillors D Atherfold, J Cosgrove, V Dalley, Z Fox, and J Morgan to speak on Agenda item 28, were received**

Proposed by Councillor Fox  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.5395 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 10<sup>TH</sup> FEBRUARY 2022 AND THE CHAIRMAN TO SIGN THEM**

**C.5395.2 RESOLVED: that the Minutes of the meeting of this committee held on 10<sup>th</sup> February 2022 were received, approved, and signed by the Chairman**

Proposed by Councillor Fox  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.5396 TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 10<sup>TH</sup> FEBRUARY 2022 AND THE CHAIRMAN TO SIGN THEM**

**C.5396.2**                    **RESOLVED: that the redacted Minutes of the meeting of this committee held on the 10<sup>th</sup> February 2022 were received, approved, and signed by the Chairman**

Proposed by Councillor Fox  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

Councillor R Tal-E-Bot entered the meeting at 6.36pm.

**C.5397**                    **TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:**

**(I) FINANCE & GENERAL PURPOSE COMMITTEE 24<sup>TH</sup> FEBRUARY 2022;**

**(II) FINANCE & GENERAL PURPOSE COMMITTEE REDACTED 24<sup>TH</sup> FEBRUARY 2022;**

**(III) PLANNING & DEVELOPMENT COMMITTEE 1<sup>ST</sup> MARCH 2022;**

**(IV) EXTRAORDINARY FULL COUNCIL COMMITTEE 2<sup>ND</sup> MARCH 2022;**

**(V) NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY 8<sup>TH</sup> FEBRUARY 2022;**

**(VI) COUNCIL EXPANSION WORKING PARTY 16<sup>TH</sup> FEBRUARY 2022;**

**(VII) PASSMORE EDWARDS BUILDING WORKING PARTY 4<sup>TH</sup> FEBRUARY 2022;**

**(VIII) PASSMORE EDWARDS BUILDING WORKING PARTY 18<sup>TH</sup> FEBRUARY 2022;**

**(IX) EVENTS WORKING PARTY 21<sup>ST</sup> FEBRUARY 2022;**

**(X) PASSMORE EDWARDS BUILDING WORKING PARTY 4<sup>TH</sup> MARCH 2022;**

**(XI) PARK GERRY WORKING PARTY 8<sup>TH</sup> MARCH 2022**

The Chairman explained that the Minutes of the Extra-ordinary Meeting held on 2<sup>nd</sup> March 2022 were just going to be received at this meeting. They will be brought to the next Full Council meeting for approval and signing.

**C.5397.2**                    **RESOLVED: that the Minutes of the Finance & General Purpose Committee 24<sup>th</sup> February 2022; the redacted Minutes of the Finance & General Purpose Committee 24<sup>th</sup> February 2022; the Planning & Development Committee 1<sup>st</sup> March 2022; the Extraordinary Full Council Committee 2<sup>nd</sup> March 2022; the Neighbourhood Development Plan Working Party 8<sup>th</sup> February 2022; the Council Expansion Working Party 16<sup>th</sup> February 2022; the Passmore Edwards Building Working Party 4<sup>th</sup> February 2022; the Passmore Edwards Building Working Party 18<sup>th</sup> February 2022; the Events Working Party 21<sup>st</sup> February 2022; the Passmore Edwards Building Working Party 4<sup>th</sup> March 2022; the Park Gerry working Party 8<sup>th</sup> March 2022 were received**

Proposed by Councillor Fox  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.5398**                    **TO RECEIVE THE NOTES OF:**

**(I) THE CPIR DRAFT ACTION NOTES COMMUNITY NETWORK MEETING 11<sup>TH</sup> JANUARY 2022;**

**(II) CAMBORNE REGENERATION FORUM MEETING 7<sup>TH</sup> FEBRUARY 2022;**

**(III) TREVITHICK DAY MEETING 16<sup>TH</sup> FEBRUARY 2022;**

**(IV) THE WEST CORNWALL CCTV MANAGEMENT GROUP MEETING 29<sup>TH</sup> NOVEMBER 2021**

**C.5398.2**                    **RESOLVED: that the notes of the CPIR Draft Action Notes Community Network Meeting 11<sup>th</sup> January 2022; Camborne Regeneration Forum Meeting 7<sup>th</sup> February 2022; Trevithick Day Meeting 16<sup>th</sup> February 2022; the West Cornwall CCTV Management Group Meeting 29<sup>th</sup> November 2021; were received**

Proposed by Councillor Fox  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.5399**                    **MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW**

The Chairman stated that Councillor R Tal-E-Bot had registered his apologies for the Extra-Ordinary Full Council Meeting on the 2<sup>nd</sup> March 2022 but that this had been received too late to be recorded.

Councillor Lawrence asked whether there was still a CCTV camera at 87 Trelowarren Street as he felt that it might be missing. Councillor Morgan said that he would investigate this matter and report back at the next meeting.

**C.5400 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 members of the public present but there were three people representing Cornwall Council who were attending the meeting to provide a verbal presentation regarding Agenda item 13.

**C.5401 TO RECEIVE A KAFE KONNECT (COAST TO COAST) FLIER AND AGREE ANY ACTION**

**C.5401.2 RESOLVED: that a Kafe Konnect flier was received**

Proposed by Councillor Fox  
Seconded by Councillor Dalley

On a vote being taken the matter was approved unanimously.

**C.5402 TO RECEIVE A VERBAL UPDATE FROM CORNWALL COUNCIL REGARDING THE HOUSING SCHEME PROPOSAL AND HOMELESS ACCOMMODATION PODS AT ROSEWARNE CAR PARK AND AGREE ACTION**

Cornwall Council representatives gave a presentation on the Housing Scheme Proposal and the Homeless Accommodation Pods at Rosewarne Car Park, and following the presentation there was a lengthy discussion regarding the proposal from Cornwall Council.

Members asked several questions and commented that Rosewarne Car Park was a significant town asset, particularly when the Town Deal projects were aimed at bringing significantly higher numbers of visitors to the town.

Whilst it was undeniable that housing is needed Councillors felt that Cornwall Council should be using brownfield sites that have planning permission in place and leave the car park so that the people of Camborne and visitors to the Town would have sufficient parking.

There was no guarantee from the Cornwall Council delegation that the site would be providing accommodation for local people.

The Chairman thanked the Cornwall Council representatives for their notification of the proposed change of plans. However it was noted that the report stated that Camborne Town Council had supported the original plan when the Town Council had in fact complained about the lack of consultation and lateness of notification of the project.

**C.5402.2**                    **RESOLVED: that a verbal update from Cornwall Council regarding the Housing Scheme Proposal, and Homeless Accommodation Pods at Rosewarne Car Park was received. Representatives of Cornwall Council were to be invited back to a future meeting and Camborne Town Councillors would gather information about other potential sites for the pods or permanent homeless accommodation and forward their information to the Clerk**

Proposed by Councillor Fox  
Seconded by Councillor Atherfold

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

**C. 5403**                    **TO RECEIVE A LETTER OF RESIGNATION FROM COUNCILLOR HEATHER FROM THE FINANCE AND GENERAL-PURPOSE COMMITTEE, AND TO APPOINT A MEMBER TO THE VACANCY**

As there is only one more Finance and General-Purpose meeting left in this year it was felt that a new appointment to this committee could be left until the new municipal year.

**C.5403.2**                    **RESOLVED: that a letter of resignation from Councillor Heather from the Finance and General-Purpose Committee was received**

Proposed by Councillor Dalley  
Seconded by Councillor Fox

On a vote being taken the matter was approved unanimously.

**C.5404**                    **TO RECEIVE A WRITTEN AND VERBAL REPORT FROM THE SENIOR LIBRARY OFFICER ON LIBRARY OPENING HOURS AND ACTIVITIES AND AGREE ACTION**

The Senior Library Officer reported that all clubs are now running again, with Lego Club being extremely well-attended.

Library numbers were good, crafts were well-received, as were school visits. There was also an Author event later this month. Library staff were also working with local Brownies and Rainbows groups, helping them to achieve their badges.

The Cornwall College student who worked in the library for her placement had now been successful in gaining a full time job, so the placement opportunity has been very successful.

The Senior Library Officer also explained the numbers and reasons for changing Tuesday opening hours back to nine until five, as the late nights have been poorly used. Councillors felt that the customer figures proved that later opening had not been used as expected and were happy to amend the hours as suggested. They also wished to express their congratulations to the Library staff for their hard work.

**C.5404.2**                    **RESOLVED: that a written and verbal report on library opening hours and activities was received from the Senior Library Officer and the changing of the opening hours for the Library Service to 9.00am – 5.00pm on a Tuesday, beginning from 29<sup>th</sup> March 2022 was approved**

Proposed by Councillor Godolphin  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.5404.3**                    **RESOLVED: that the Library Service will open until 8.00pm on Tuesdays for planned events and activities**

Proposed by Councillor Fox  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

**C.5405**                    **TO APPROVE AMENDED STANDING ORDERS FOR ADOPTION AS RECOMMENDED BY THE CORPORATE GOVERNANCE WORKING PARTY**

**C.5405.2**                    **RESOLVED: that the amended Standing Orders for adoption as recommended by the Corporate Governance Working Party, were approved**

Proposed by Councillor Champion  
Seconded by Councillor Lawrence

On a vote being taken the matter was approved unanimously.

**C.5406**                    **TO APPROVE AND ADOPT AMENDED SCHEME OF DELEGATION AS RECOMMENDED BY THE CORPORATE GOVERNANCE WORKING PARTY**

**C.5406.2**                    **RESOLVED: that adoption of an amended Scheme of Delegation as recommended by the Corporate Governance Working Party, was approved**

Proposed by Councillor Dalley  
Seconded by Councillor McDonald

On a vote being taken the matter was approved unanimously.

**C.5407**                    **TO APPROVE AND ADOPT AMENDED FINANCIAL REGULATIONS AS RECOMMENDED BY THE CORPORATE GOVERNANCE WORKING PARTY**

**C.5407.2**                **RESOLVED: that adoption of amended Financial Regulations as recommended by the Corporate Governance Working Party was approved**

Proposed by Councillor Williams  
Seconded by Councillor Dalley

On a vote being taken the matter was approved unanimously.

**C.5408**                    **TO CONSIDER MEMBER TRAINING OPPORTUNITIES, AGREE ACTION AND AUTHORISE EXPENDITURE**

Councillors received a spreadsheet of CALC available training dates. The Chairman explained that all Councillors were required to complete Code of Conduct training, and she also highlighted the potential Equality & Diversity training on 8<sup>th</sup> April. She encouraged Councillors to make their training interests known to the office who will collate all the enquiries and make the bookings.

**C.5408.2**                **RESOLVED: that member training opportunities were received, councillors agreed to make their training requirements known to the office. The associated expenditure from Members Training (140 / 4830) was approved**

Proposed by Councillor Fox  
Seconded by Councillor McDonald

On a vote being taken the matter was approved unanimously.

**C.5409**                    **TO RECEIVE AN UPDATED COVID19 RISK ASSESSMENT AND AGREE ACTION**

The Amenities & Projects Officer stated that whilst the risk has, in theory, gone down, staff will still be isolating if they become infected.

**C.5409.2**                **RESOLVED: that an updated COVID19 risk assessment was received and approved**

Proposed by Councillor Lawrence



Seconded by Councillor Fox

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

**C.5410** **TO RECEIVE A VERBAL UPDATE FROM THE AMENITIES & PROJECTS OFFICER REGARDING THE PARK GERRY PROJECT AND RECOMMENDATIONS FROM THE PARK GERRY WORKING PARTY**

The Amenities & Projects Officer explained that the Park Gerry Business Case was still in draft form and so he welcomed comments from Councillors.

**C.5410.2** **RESOLVED: that a verbal update from the Amenities & Projects Officer regarding the Park Gerry Project was received and the recommendation from the Park Gerry Working Party PG.019.2 RESOLVED: that the Park Gerry Business Case was received and was recommended to Full Council for approval was approved**

Proposed by Councillor Champion  
Seconded by Councillor Dalley

On a vote being taken the matter was approved unanimously.

**C.5411** **TO RECEIVE A WRITTEN REPORT FROM THE ENGAGEMENT ASSISTANT REGARDING THE PLASTIC FREE SCHEME, AGREE ACTION AND AUTHORISE EXPENDITURE**

**C.5411.2** **RESOLVED: that a written report from the Engagement Officer regarding the Plastic Free Scheme was received**

Proposed by Councillor Fox  
Seconded by Councillor Lawrence

On a vote being taken the matter was approved unanimously.

**C.5411.3** **RESOLVED: that the Engagement Assistant was actioned to register the community into the Plastic Free Scheme, and to begin working on the objectives to meet the accreditation**

Proposed by Councillor Fox  
Seconded by Councillor Lawrence

On a vote being taken the matter was approved unanimously.

**C.5411.4** **RESOLVED: that support is given to the Plastic Free Community Initiative and that this project is made a delivery priority for the Climate Action Working Party**

Proposed by Councillor Fox  
Seconded by Councillor McDonald

On a vote being taken the matter was approved unanimously.

**C.5412 TO RECEIVE A CPIR LIFE CHOICES FLIER AND AGREE ANY ACTION**

**C.5412.2 RESOLVED: that a CPIR Life Choices Flier was received**

Proposed by Councillor Lawrence  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.5413 TO RECEIVE THE CORNWALL ASSOCIATION OF LOCAL COUNCIL'S ANNUAL REPORT FOR 2020-2021 AND AGREE ACTION**

**C.5413.2 RESOLVED: that the Cornwall Association of Local Council's Annual Report for 2020-2021 was received**

Proposed by Councillor Godolphin  
Seconded by Councillor Dalley

On a vote being taken the matter was approved unanimously.

**C.5414 TO RECEIVE A VERBAL UPDATE FROM THE ENGAGEMENT TEAM ON THE CPIR EXPO AND AGREE ACTION**

The Engagement Officer explained that invitations to the Expo are currently going out. The first day of the Expo is Friday 1<sup>st</sup> April and it takes place at Cornwall College from 10am until 8pm. The expo then moves around for the week.

She explained that whilst it will be staffed as much as possible, Councillor support would be very much appreciated. Councillors could help by attending and talking to visitors to the Expo. There was a show of hands for volunteers but Councillors will follow this up with an email to the Engagement team.

**C.5414.2 RESOLVED: that a verbal update from the Engagement Team on the CPIR Expo was received**

Proposed by Councillor Fox  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.5415 TO RECEIVE A VERBAL UPDATE FROM COUNCILLOR LAWRENCE AND RECEIVE CORRESPONDENCE FROM AGAN TAVAS CONCERNING THE PROPOSED TWINNING OF CAMBORNE AND MOONTA, AUSTRALIA AND AGREE ANY ACTION**

Councillor Lawrence stated that he has been speaking to organisations in Moonta and there appears to be quite a lot of support for the scheme. He said that the outcome should be known by June.

**C.5415.2 RESOLVED: that a verbal update from Councillor Lawrence and correspondence from Agan Tavas concerning the proposed twinning of Camborne and Moonta, Australia was received**

Proposed by Councillor Fox  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.5416 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.5416.2 RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act, members of the Press and Public were excluded due to the confidential nature of the business to be discussed**

Proposed by Councillor Fox  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

**C.5417 TO RECEIVE AN UPDATE FROM THE TOWN CLERK FOR TOWN DEAL PROJECTS, AND RECEIVE THE WRITTEN PROPOSALS SUBMITTED PRIOR TO THIS MEETING, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Clerk detailed the potential Council Expansion projects. She explained there [REDACTED].

Scoring of the projects should be completed early next week and the Town Deal Board will then consider the proposals. The Clerk said that it is hoped that something really good will be achieved for the community.



**C.5417.2**                    **RESOLVED: that an update from the Town Clerk for Town Deal projects and written proposals submitted prior to this meeting, were received and approved**

Proposed by Councillor Fox  
Seconded by Councillor McDonald

On a vote being taken the matter was approved unanimously.

**C.5418**                    **TO RECEIVE A VERBAL UPDATE REGARDING THE PASSMORE EDWARDS BUILDING, AND RECOMMENDATIONS FROM THE PASSMORE EDWARDS BUILDING WORKING PARTY**

The Amenities & Projects Officer gave a verbal update on the progress of the work on the Passmore Edwards Building. He stated that there is now possibly a four week delay caused by supply chain issues and losing contractors to illness. However, he remains very happy with their work and their communication.

Councillor Cosgrove asked about the security breach and it was confirmed that Kestrel Guards had been on the scene and remained there while they got people off the scaffolding.

The Engagement Officer also confirmed that she has informed the Neighbourhood Team and they have been asked to be extra vigilant.

However, due to the potential delays it was advised that the lease on the Basset Centre would need to be extended.

**C.5418.2**                    **RESOLVED: that a verbal update regarding the Passmore Edwards Building and recommendations from the Passmore Edwards Building Working Party were received and that the lease on the Basset Centre be extended to the 30<sup>th</sup> June and associated expenditure was approved**

Proposed by Councillor Godolphin  
Seconded by Councillor Morgan

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the Meeting at 8.21 pm.

SIGNED BY THE CHAIRMAN.....

DATE .....

