

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 Dolcoath Offices, Dolcoath Avenue, Camborne, TR14 8SX, on Thursday 14th April at 6.30 pm

PRESENT:

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

IN ATTENDANCE:

Samantha Hughes, Town Clerk; Melanie Negus, Administrative Support Officer; Sarah Rayner, Office Administration Assistant; Alicia Jouvenaar, Engagement Assistant; and two members of the public.

The Chairman explained the meeting procedures to all present.

C.5419 SAFETY PROCEDURES

The Chairman explained the safety procedures to all present.

C.5420 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.5420.2 RESOLVED: that the apologies from Councillors N Heather and S Weedon for non-attendance of the meeting of Full Council held on 14th April 2022 were received

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5421

CHAIRMAN'S ANNOUNCEMENTS

The next meeting of the Passmore Edwards Working Party has been postponed to the 28th April.

BID have requested assistance in judging the window Competition and the Chair asked for volunteers to come forward. Councillors Z Fox, Mike Champion and C Godolphin volunteered to help with judging.

On Trevithick Day the Mayor would be holding a Civic Reception from 12 to 2 pm.

An email was received requesting assistance from the Amenities Team in setting up the Farmers Market each Friday. The Amenities team do not have the capacity to carry this out and members were requested to assist the market in setting up.

This would require a commitment at 7.30am and 2pm for half an hour at each time.

There was a discussion amongst Councillors concerning how this could be accommodated. Councillor N Miles stated that he did currently help with the market; and Councillors P Mills and R Tal-E-Bot expressed that they would be available to help on a Rota basis.

C.5422

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

There were declarations from Councillors Dalley, Fox, Morgan, and Cosgrove for item 31 on the Agenda, as they were on the Town Deal board.

Councillor Cosgrove declared an interest in item 29 on the Agenda, as a member of the St John the Baptist Roman Catholic Church.

C.5423

TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

C.5423.2

RESOLVED: that dispensation requests in place for a term of twelve months to allow Councillors V Dalley, Z Fox, J Morgan and J Cosgrove to speak on Town Deal Board items on the Agenda, were received

Proposed by Councillor Z Fox

Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5424

TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 10th MARCH 2022 AND THE CHAIRMAN TO SIGN THEM

C.5424.2 **RESOLVED: that the Minutes of the meeting of the Full Council held on 10th March 2022 were received, 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.5425 **TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 10th MARCH 2022 AND THE CHAIRMAN TO SIGN THEM**

C.5425.2 **RESOLVED: that the Redacted Minutes of the meeting of the Full Council held on 10th March 2022 were received, 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.5426 **TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE EXTRAORDINARY FULL COUNCIL HELD ON 2ND MARCH 2022 AND THE CHAIRMAN TO SIGN THEM**

C.5426.2 **RESOLVED: that the Minutes of the meeting of the Extraordinary Full Council held on 2nd March 2022 were, received, 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.5427 **TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:**

i) Amenities Committee 17th March 2022

C.5427.2 **RESOLVED: that the minutes of the Amenities Committee 17th March 2022, were received**

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5428

TO RECEIVE THE MINUTES OF THE FOLLOWING:

- (i) Corporate Governance Working Party 4th February 2022;**
- (ii) Passmore Edwards Building Working Party 18th March 2022;**
- (iii) Passmore Edwards Building Working Party 1st April 2022;**
- (iv) Redacted Passmore Edwards Building Working Party 1st April 2022;**
- (v) Events Working Party 21st March 2022;**
- (vi) Youth Council Meeting 15th February 2022;**
- (vii) Youth Council Meeting 29th March 2022**

C.5428.2

Resolved: that the minutes of the Corporate Governance Working Party 4th February 2022; Passmore Edwards Building Working Party 18th March 2022; Passmore Edwards Building Working Party 1st April 2022; Redacted Passmore Edwards Building Working Party 1st April 2022; Events Working Party 21st March 2022; Youth Council Meeting 15th February 2022; and the Youth Council Meeting 29th were received en bloc

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5429

TO RECEIVE THE NOTES OF:

CPIR & MINING VILLAGES COMMUNITY NETWORK MEETING 11TH JANUARY 2022

C.5429.2

Resolved: that the notes of the CPIR & Mining Villages Community Network Meeting 11th January 2022 were received

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5430

MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

Councillors discussed an item from the previous minutes, C.5399 concerning a CCTV camera. The Fire Service did not have any knowledge of the camera and considered that it may have been wrongly reported.

Councillor Mills questioned the numbers on the Youth Council, which schools and colleges had been included, and if the Redruth Special School had been included. Councillor Cosgrove responded that there was one student from Cornwall College, one from Duchy College, two from Camborne, two from Pool Academy, and eight Year Five/Six Students from, Penponds, Troon, Trevithick, Rosemellin, Weeth, Roskear, St Meriadoc Junior, and St John the Baptist. The Town Clerk informed members that this had all be agreed at the Youth Council Working Party meeting in September.

Councillor C Lawrence informed the meeting that the twinning with Moonta is on schedule, it is likely that it will go ahead in the near future.

C.5431

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).

A member of the public thanked the staff for working under such difficult conditions at a different location.

A member of the public was pleased that Councillors were involved in discussions over the Rosewarne Car Park proposed plans, item 22 on the Agenda. They expressed concern over the type of dwellings and the environment in which they were to be constructed.

Both members of the public were thanked for attending.

Rosewarne Car Park developments will be reviewed through the planning process.

C.5432

TO RECEIVE RECOMMENDATIONS FROM THE EVENTS WORKING PARTY, AGREE ACTION AND AUTHORISE EXPENDITURE

C.5432.2

Resolved: that the recommendation from the Events Working Party to Full Council, that the Town Council takes part and delivers Fairtrade Fortnight activities to the same level or better in 2023, was received, and approved

Proposed by Councillor C Godolphin

Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

C.5432.3 Resolved: that a report on the Queen’s Jubilee Events was received, and an uplift in the budget of £400 was approved to be taken from the Corporate Management 140 budget, cost code 5530 Consultation and Community

Proposed by Councillor Z Fox
Seconded by Councillor V Dalley

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

C.5433 TO RECEIVE A RESIGNATION FROM THE PASSMORE EDWARDS WORKING PARTY AND AGREE ACTION

The Councillor C Lawrence withdrew his resignation as a member of the Passmore Edwards Working Party, as an appointment of members to committees would be taking place at the May Full Council meeting. The Chair thanked him.

C.5434 TO RECEIVE THE UPDATED ASSET REGISTER AND AGREE ANY ACTION

C.5434.2 Resolved: that the updated Asset Register was deferred to the next meeting of Full Council

Proposed by Councillor Z Fox
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5435 TO RECEIVE THE MEETING SCHEDULE FOR 2022-2023

The Chair drew attention to the Change of date for the Amenities Committee due to the Annual Awards event.

C.5435.2 Resolved: that the Meeting Schedule for 2022-2023 was received

Proposed by Councillor Z Fox
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5436 TO RECEIVE A RESIGNATION FROM THE TOWN DEAL BOARD, AS CAMBORNE TOWN COUNCIL REPRESENTATIVE AND AGREE ACTION

C.5436.2 Resolved: that Councillor Atherfold's resignation from the Town Deal Board, as Camborne Town Council's representative, was received. Councillor D Wilkins was the newly appointed representative

Proposed by Councillor Z Fox
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously.

C.5437 TO RECEIVE A BID NEWSLETTER INCLUDING INFORMATION ABOUT THE CAMBORNE LOYALTY SCHEME AND AGREE ACTION

There was a discussion about the designated area for the Camborne Loyalty Scheme offered through BID Camborne, and that only BID Levy payers could join the scheme. The Library will be giving one stamp per person per day on the borrowing of books, for a trial period of three months. There was a suggestion that a notice be put up in the library foyer to inform members of the public about the library's terms and conditions for the Camborne Loyalty Scheme.

C.5437.2 Resolved: that a BID newsletter, including information about the Camborne Loyalty Scheme, was received. A restriction of one stamp per person per day on book borrowing; with a review of the scheme in three months, was approved

Proposed by Councillor M Champion
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

C.5438 TO RECEIVE NOMINATIONS FOR THE TOWN MAYOR AND DEPUTY MAYOR FOR ELECTION AT THE ANNUAL GENERAL MEETING

Nominations for Mayor were:

- **Councillor Z Fox**
Proposed by Councillor C Lawrence
Seconded by Councillor P Mills.
- **Councillor M Champion**
Proposed by Councillor J Collins
Seconded by Councillor D Wilkins
Councillor J Collins requested a script ballot.

C.5438.2 Resolved: the result of the script ballot that Councillor M Champion was nominated as the Town Mayor, was approved

Proposed by Councillor J Collins
Seconded by Councillor D Wilkins

On a script ballot being conducted the matter was approved by a majority.

Nominations for Deputy Mayor were:

Councillor Z Fox

Proposed by Councillor P Mills
Seconded by Councillor C Lawrence

Councillor V Dalley

Proposed by Councillor D Wilkins
Seconded by Councillor J Collins

Councillor D Atherfold

Proposed by Councillor M Williams
Seconded By Councillor J Morgan

There were two script ballots for Deputy Mayor which resulted in a tie between Councillor Z Fox and Councillor V Dalley. The Chairman declined the use of her casting vote. Nominations for the Deputy Mayor was postponed to the next meeting of the Full Council on 12th May 2022.

C.5439 TO RECEIVE A LIST OF OUTSIDE BODIES WITH COUNCIL REPRESENTATION AND AGREE ACTION

A discussion took place amongst the Councillors on their contact with Outside Bodies and if groups were formal or informal. If the group was formal, it should supply a written constitution. The Chair requested that the Councillors produce short reports giving details of items concerning their group meetings. The Town Clerk requested that minutes from the meetings, or short reports, were sent to the Office for receipt at Full Council.

C.5439.2 Resolved: that a list of Outside Bodies with Council representation was received, and that members on Outside Bodies submit brief reports for receipt at Full Council was approved

Proposed by Councillor Z Fox
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

C.5440 TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL REGARDING THE HOMELESS PODS AND HOUSING SCHEME AT ROSEWARNE CARPARK AND AGREE ACTION

C.5440.2 Resolved: that correspondence from Cornwall Council regarding the Homeless Pods and Housing Scheme at Rosewarne Carpark was received

Proposed by Councillor M Champion
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5441 TO CONSIDER A DATE AND TIME FOR THE ANNUAL TOWN ASSEMBLY, AGREE ACTION AND AUTHORISE EXPENDITURE

The Town Clerk informed the members that the Events Working Party would discuss all details of the Annual Town Assembly.

C.5441.2 Resolved: that the Annual Town Assembly would be on 5th May 2022 at 6pm

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.5441.3 Resolved: that the Annual Town Assembly expenditure of £500.00 was approved to be taken from the Corporate Management cost code 4850 Council Expenses budget

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.5442 TO RECEIVE COUNCILLOR GUIDES TO THE PLANNING COMMITTEE, STAFFING COMMITTEE, FINANCE AND GENERAL PURPOSES COMMITTEE AND AMENITIES COMMITTEE, AND AGREE ACTION

After the May Full Council meeting, new Chairs and Vice Chairs would be elected to the Committees.

C.5442.2 Resolved: that Councillor guides to the Planning Committee, Staffing Committee, Finance and General Purposes Committee and Amenities Committee, were received

Proposed by Councillor C Godolphin
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

C.5443 TO RECEIVE A SOUTH-WEST COUNCILS ASSOCIATE NEWSLETTER FOR MARCH 2022

C.5443.2 RESOLVED: that a South-West Councils Associate Newsletter for March 2022 was received

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.5444 TO RECEIVE A CORNWALL PENSION FUND NEWSLETTER FOR APRIL 2022

C.5444.2 RESOLVED: that a Cornwall Pension Fund Newsletter for March 2022 was received

Proposed by Councillor C Godolphin
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously.

C.5445 TO RECEIVE AN OCEAN GROUP NEWSLETTER FOR 2022

C.5445.2 RESOLVED: that an Ocean Group Newsletter for 2022 was received

Proposed by Councillor Z Fox
Seconded by Councillor D Wilkins

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

C.5446 TO RECEIVE A DRAFT UPDATED FINANCIAL RISK REGISTER AND AGREE ACTION

Councillor M Williams drew attention to two minor errors on the report; a cut off in the text on page 5 from 'All payments approved by two authorised'. Page 19 where 'as' should replace 'and'.

C.5446.2 RESOLVED: that a draft updated Financial Risk Register was received and approved with amendments made on pages 5 and 19

Proposed by Councillor Z Fox
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

Councillor J Cosgrove left the meeting at 19:32.

C.5447 TO RECEIVE A REQUEST FROM ST JOHN THE BAPTIST ROMAN CATHOLIC CHURCH FOR A LETTER OF SUPPORT FROM CAMBORNE TOWN COUNCIL AND AGREE ACTION

C.5447.2 RESOLVED: that a request from St John the Baptist Roman Catholic Church for a Letter of Support sent from Camborne Town Council was received and approved

Proposed by Councillor C Lawrence
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

Two members of the public left the meeting. Councillor J Cosgrove re-entered the meeting at 19:34.

C.5448 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.5448.2 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 D Wilkins
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

C.5449 TO RECEIVE A VERBAL UPDATE FROM THE TOWN DEAL BOARD REPRESENTATIVES ON RECENT MEETINGS

- i) To receive a written update from the Town Clerk on Camborne Town Council proposals for Camborne Town Deal**
- ii) To receive any further information in relation to the Town Deal projects**

Councillor M Champion thanked the Town Clerk for her report. The Councillors discussed the two main options within the report and the time scale for decisions regarding the acceptance of the projects. [REDACTED]

The Chair thanked the staff for the hard work involved in producing the report.

C.5449.2 RESOLVED: that a written update from the Town Clerk on Camborne Town Council proposals for Camborne Town Deal was received

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.5449.3 RESOLVED: that the Town Clerk make appropriate enquiries with the Town Council's legal representatives on project options; and associated expenditure from the Corporate Management 4900 Legal Costs cost code budget were approved

Proposed by Councillor Z Fox
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5449.4 RESOLVED: that the project expenditure (from the Towns Deal Fund) for further viability work and surveys

[REDACTED]

Proposed by Councillor C Godolphin
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

C.5449.5 RESOLVED: that the Town Clerk and Management Team investigate the viability of the library or office staying at the Basset Centre and report back to Full Council

Proposed by Councillor D Wilkins
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

At this point the members were given very favourable feedback regarding the Expo from Councillors who attended.

C.5450 TO RECEIVE A VERBAL UPDATE REGARDING THE PASSMORE EDWARDS BUILDING, AGREE ACTION AND AUTHORISE EXPENDITURE

The Town Clerk updated members on the progress of the works; the electrical issues with the lift installation were ongoing. The chimney had been erected and the lintels were due for installation. All was on course for handover in the middle of July. Councillor M Champion requested that a site visit be arranged for members when the roof work was completed, and before the scaffolding was removed.

C.5450.2 RESOLVED: that a verbal update regarding the Passmore Edwards Building, was received

Proposed by Councillor Z Fox
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5451 TO RECEIVE A REPORT FROM THE TOWN CLERK ON WORKLOADS AND PRIORITIES AND AGREE ANY ACTION

The Town Clerk outlined issues with staff workload and the need to prioritise. She drew attention to the timeline document, it was created to show the most efficient use of time.

Councillors expressed concern that the staff had accrued many extra hours of Time off in Lieu, and were unable to take holidays, due to workloads. The Town Council had a duty of care to all staff.

C.5451.2 RESOLVED: that a report on short term priorities from the Town Clerk was received

Proposed by Councillor C Godolphin
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

C.5451.3 RESOLVED: that the priorities and timelines as recommended in the Report were approved

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.5451.4 RESOLVED: that for the 2022-2023 Municipal Year the Park Gerry and Passmore Edwards Working Parties be merged to create a Major Projects Working Party was approved

Proposed by Councillor V Dalley
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously.

C.5451.5

RESOLVED: that for 2022-2023 Municipal Year the Climate Change and Nature Recovery Working Parties be merged to create a Climate and Nature Recovery Working Party was approved

Proposed by Councillor N Miles
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the Meeting at 19:56 pm.

SIGNED BY THE CHAIRMAN.....

DATE