

# 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 14<sup>th</sup> July at 6.30 pm**

## PRESENT:

<b>Councillor M Champion</b>	<b>Chairman</b>
<b>Councillor Z Fox</b>	<b>Vice Chairman</b>
<b>Councillor D Atherfold</b>	
<b>Councillor R Congdon</b>	
<b>Councillor J Cosgrove</b>	
<b>Councillor V Dalley</b>	
<b>Councillor C Godolphin</b>	
<b>Councillor L McDonald</b>	
<b>Councillor N Miles</b>	
<b>Councillor P Mills</b>	
<b>Councillor J Morgan</b>	
<b>Councillor S Weedon</b>	
<b>Councillor D Wilkins</b>	

## IN ATTENDANCE:

**Samantha Hughes, Town Clerk; Melanie Negus, Administrative Support Officer; Dave Garwood, Amenities & Projects Officer; Rose Hitchens-Todd, Engagements Officer; and one member of the public.**

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### **C.5507 SAFETY PROCEDURES**

The Chairman explained the safety procedures to all present.

### **C.5508 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE**

#### **C.5508.2 RESOLVED: that the apologies from Councillors N Heather, C Lawrence, R Tal-e-Bot, and M Williams for non-attendance of the Full Council meeting on the 14<sup>th</sup> July 2022, were received**

Proposed by Councillor D Wilkins  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

**C.5509 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman informed members that Jeff Collins wife was in hospital as she had had a heart attack. Members agreed that a get well card be sent, with flowers to follow when Sandie was home from hospital.

The Chairman reported that he had attended:  
18<sup>th</sup> June - Murdoch Day Celebration, Redruth.  
19<sup>th</sup> June - Golowan, the feast of St John, Penzance.  
23<sup>rd</sup> June - The High Sheriff of Cornwall Summer Reception.  
26<sup>th</sup> June - Truro Mayor's Civic Service.

**C.5510 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 J Cosgrove, V Dalley, Z Fox, and D Wilkins declared interests in agenda item 22, as they were on the Town Deal Board.

**C.5511 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

Existing dispensations were in place to allow Councillors J Cosgrove, V Dalley, Z Fox and D Wilkins to speak on Town Deal Board items on the Agenda.

**C.5512 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 9<sup>TH</sup> JUNE 2022 AND THE CHAIRMAN TO SIGN THEM**

**C.5512.2 RESOLVED: that the Minutes of the meeting of the Full Council held on 9<sup>th</sup> June 2022 were received, approved, and signed by the Chairman**

Proposed by Councillor M Champion  
Seconded by Councillor Z Fox

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

**C.5513 TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 9<sup>TH</sup> JUNE 2022 AND THE CHAIRMAN TO SIGN THEM**

**C.5513.2 RESOLVED: that the Redacted Minutes of the meeting of the Full Council held on 9<sup>th</sup> June 2022 were received, approved, and signed by the Chairman**

Proposed by Councillor M Champion  
Seconded by Councillor Z Fox

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

**C.5514 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:**

- i) **AMENITIES 24<sup>TH</sup> MAY 2022**
- ii) **STAFFING 8<sup>TH</sup> JUNE 2022**
- iii) **STAFFING 8<sup>TH</sup> JUNE (REDACTED) 2022**
- iv) **PLANNING & DEVELOPMENT 14<sup>TH</sup> JUNE 2022**
- v) **FINANCE & GENERAL PURPOSE 23<sup>RD</sup> JUNE 2022**

**C.5514.2 RESOLVED: that the minutes of the Amenities Committee on the 24<sup>th</sup> May 2022, Staffing Committee on the 8<sup>th</sup> June 2022, Staffing Committee 8<sup>th</sup> June 2022 (redacted), Planning & Development Committee 14<sup>th</sup> June 2022; and Finance & General Purpose Committee 23<sup>rd</sup> June 2022, were received en bloc**

Proposed by Councillor M Champion  
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

**C.5515 TO RECEIVE THE MINUTES OF**

- i) **Large Projects Working Party 25<sup>th</sup> May 2022**
- ii) **Large Projects Working Party 25<sup>th</sup> May 2022 (Redacted)**
- iii) **Large Projects Working Party 20<sup>th</sup> June 2022**
- iv) **Large Projects Working Party 20<sup>th</sup> June 2022 (Redacted)**
- v) **Youth Council Meeting 28th June 2022**

**C.5515.2 RESOLVED: that the minutes of the Large Projects Working Party 25<sup>th</sup> May 2022, Large Projects Working Party 25<sup>th</sup> May 2022 (Redacted), Large Projects Working Party 20<sup>th</sup> June 2022, Large Projects Working Party 20<sup>th</sup> June 2022, (Redacted), and Youth Council Meeting 28th June 2022, were received en bloc**

Proposed by Councillor M Champion  
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

**C.5516 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW**

There were no matters arising.

**C.5517 TO NOTE THE MINUTES AND NOTES OF:**

**i) CAMBORNE REGENERATION FORUM 6<sup>TH</sup> JUNE 2022**

**ii) TREVITHICK DAY 30<sup>TH</sup> MAY 2022**

**C.5517.2 RESOLVED: that the minutes of the Camborne Regeneration Forum 6<sup>th</sup> June 2022, and Trevithick Day 30<sup>th</sup> May 2022, were noted en bloc**

Proposed by Councillor M Champion  
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

**C.5518 TO RECEIVE WRITTEN UPDATES FROM MEMBERS ON OUTSIDE ORGANISATION MEETINGS ATTENDED SINCE THE LAST FULL COUNCIL AND AGREE ACTION**

Councillors Cosgrove informed members that he had attended the CPIR Climate Action Group Meeting but had nothing of any significance to report.

Councillor Fox informed members that she had attended the Spinney Action Group meeting, the group were attracting new members, and were in the process of updating their Constitution.

**C.5518.2 RESOLVED: that updates from members on outside organisation meetings attended since the last Full Council were received**

Proposed by Councillor M Champion  
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

**C.5519 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)**

The member of the public present did not wish to speak.

**C.5520 TO RECEIVE A CAMBORNE TOWN COUNCIL EVENTS POLICY 2022-2027 AND EVENTS SERVICE PLAN AND AGREE ACTION**

**C.5520.2 RESOLVED: that a Camborne Town Council Events Policy 2022-2027 and Events Service Plan, with amendments discussed, was received and approved, see Appendix 1 & 2 attached to the minutes**

Proposed by Councillor Z Fox  
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

**C.5521 TO RECEIVE A CAMBORNE TOWN COUNCIL GREEN EVENTS GUIDE AND AGREE ACTION**

**C.5521.2 RESOLVED: that a Camborne Town Council Green Events Guide was received and approved with the amendments discussed, see Appendix 3 attached to these minutes**

Proposed by Councillor Z Fox  
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

**C.5522 TO RECEIVE A CITIZENS ADVICE SUMMER NEWSLETTER 2022**

**C.5522.2 RESOLVED: that a Citizens Advice Summer Newsletter 2022, was received and noted**

Proposed by Councillor C Godolphin  
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

**C.5523 TO RECEIVE THE RURAL BULLETIN FOR JUNE 2022**

**C.5523.2 RESOLVED: that The Rural Bulletin for June 2022, was received and noted**

Proposed by Councillor D Wilkins  
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

**C.5524 TO RECEIVE WRITTEN UPDATES ON THE CAMBORNE TOWN COUNCIL / MOONTA TWINNING PROPOSAL, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Town Clerk informed members that a letter had been sent to Camborne Town Council from the Copper Coast Council regarding the establishment of a sister town agreement, but had yet to be received.

**C.5524.2**            **RESOLVED: that written and verbal updates on the Camborne Town Council / Moonta Twinning proposal were received**

Proposed by Councillor C Godolphin  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

**C.5525**            **TO RECEIVE INFORMATION FROM CORNWALL COUNCIL PLANNING TEAM ON THE PROPOSED PLANNING CHANGES UNDER THE LEVELLING UP AND REGENERATION BILL AND AGREE ACTION**

Members discussed:

- Notice of future consultations.
- Council Tax premiums on second homes.
- A new levy to replace CIL and S106.
- Exercising caution regarding starting the Neighbourhood Plan, as the new planning document could significantly impact any Neighbourhood Plans.
- Future planning training opportunities.

**C.5525.2**            **RESOLVED: that information from Cornwall Council Planning Team on the proposed planning changes under the Levelling Up and Regeneration Bill was received**

Proposed by Councillor Z fox  
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

**C.5526**            **TO RECEIVE A MOTION FROM COUNCILLOR CHAMPION;  
TO CONSIDER A REQUEST FROM SKOL VEYTHRIN SEN JOWAN (ST JOHNS MULTI-LINGUAL NURSERY) TO INCLUDE THE CAMBORNE TOWN COUNCIL LOGO ON PROMOTIONAL MATERIAL SHOWING SUPPORT AND ENDORSEMENT IN WRITING FOR THEIR FUNDRAISING EFFORTS.  
AND AGREE ACTION**

Members were agreed that the use of the Town Council Logo by outside organisations should be determined on a case-by-case basis.

**C.5526.2**            **RESOLVED: that a request from Skol Veythrin Sen Jowan (St Johns Multi-Lingual Nursery) to include the Camborne Town Council logo on promotional material, showing support and endorsement in writing for their fundraising efforts, was received and approved**

Proposed by Councillor M Champion  
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

**C.5527 TO RECEIVE A DRAFT COMPLETED QUESTIONNAIRE FROM BID CAMBORNE CONCERNING ANTI-SOCIAL BEHAVIOUR IN CAMBORNE AND AGREE ACTION**

**C.5527.2 RESOLVED: that a draft completed questionnaire from BID Camborne concerning Anti-Social Behaviour in Camborne was received, and that no action be taken**

Proposed by Councillor J Cosgrove  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

**C.5528 TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL REGARDING ASB IN CAMBORNE, AGREE ACTION AND AUTHORISE EXPENDITURE**

Members discussed the contents of the correspondence and the suggested appointment of an ASB caseworker. Cornwall Council were prepared to fund 50% of the £38,219 costs for the first twelve months, and 20% yearly thereafter. Members generally felt that this role and the costs should be the responsibility of the Police, but if members were to consider the proposal, that evidence of effectiveness should be received before any commitment made. Progress could be made in these areas if police engaged with schools and community groups. The Town Council should start to compile a record of costs for damage to Town Council property incurred due to antisocial behaviour. The Police had in the past attended Full Council meetings, quarterly, and provided written and verbal reports, and it was suggested that they be invited back. The Engagement Officer reported that Safer Camborne had quarterly statements that could be shared with the Town Council.

**C.5528.2 RESOLVED: that correspondence from Cornwall Council regarding ASB in Camborne was received, and no action be taken. The Town Council to compile a record of costs for damage to Town Council property incurred due to antisocial behaviour, going forward**

Proposed by Councillor C Godolphin  
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

**C.5529 TO RECEIVE AND NOTE THE RESIGNATION OF JEFF COLLINS FROM CAMBORNE TOWN COUNCIL AND AGREE ACTION**

**C.5529.2**            **RESOLVED: that the resignation of Jeff Collins from Camborne Town Council was received, and that a letter be sent from the Mayor thanking him for his years of dedication and hard work as a Town Councillor for the benefit of the people of Camborne**

Proposed by Councillor Z Fox  
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

**C.5530**            **TO RECEIVE INFORMATION FROM CORNWALL COUNCIL REGARDING A MODIFICATION ORDER APPLICATION CONSULTATION ON CHANGING A FOOTPATH TO A RESTRICTED BYWAY AND AGREE ACTION**

Members discussed the proposed changes, and that they would be an improvement. The restriction would legally prevent the use of motor vehicles on the footpath, with the exception of disability vehicles.

**C.5530.2**        **RESOLVED: that information from Cornwall Council regarding a Modification Order Application Consultation on changing a footpath to a restricted byway was received and noted**

Proposed by Councillor Z Fox  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

**C.5531**            **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.5531.2**        **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 Wilkins

On a vote being taken the matter was approved unanimously.

The member of the public left the meeting.

**C.5532**            **TO RECEIVE A VERBAL REPORT ON CONFIDENTIALITY AND SENSITIVE INFORMATION AND AGREE ACTION**





**C.5532.2**      **RESOLVED: that a verbal reminder of how to deal with sensitive and confidential information, and Councillors to accept responsibilities of their position, was received**

Proposed by Councillor C Godolphin  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

The Chairman took the next two Agenda items together as they were interlinked.

**C.5533**      **TO RECEIVE PROJECT EVALUATIONS PLANS FOR TOWN DEAL PROJECTS AND RECOMMENDATIONS AND AGREE ACTION**

**TO RECEIVE RECOMMENDATIONS FROM THE LARGE PROJECTS WORKING PARTY, AGREE ACTION AND AUTHORISE EXPENDITURE**

**C.5533.2**      **RESOLVED: that Project Evaluations Plans for Town Deal Projects were received**

Proposed by Councillor M Champion  
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

**C.5533.3**      **RESOLVED: that the costings for the Project Manager role and Creative Consultant for the Basset Centre and White House project, were received and approved**

Proposed by Councillor M Champion  
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

**C.5533.4**      **RESOLVED** 

Proposed by Councillor Z Fox

Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

**C.5533.5**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.043.2) to Full Council for approval, 'that quotes from Classic Builders and Waldon Security be approved, and that an overall budget of £15,000 be approved, with the expenditure to be taken from the Council Expansion Earmarked Reserve'; was approved**

Proposed by Councillor C Godolphin  
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

**C.5533.6**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.044.2) to Full Council for approval, 'that the Town Council investigate information on lease or hire of spaces; and engage Tozers at the appropriate time, be approved; and the associated expenditure authorised; to be taken from the Legal Expenses budget'; was approved**

Proposed by Councillor V Dalley  
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

**C.5533.7**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.046.2) to Full Council for approval, 'that Camborne Town Council agree to take the lead on the Basset Centre and White House Projects, to take to the next stage pending a full business case development'; was approved**

Proposed by Councillor C Godolphin  
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

**C.5533.8**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.047.2) to Full Council for approval, 'that Camborne Town Council agree to take the lead on the Kerrier Way Project, to take to the next stage pending a full business case development'; was approved**

Proposed by Councillor D Wilkins  
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

**C.5533.9**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.048.2) to Full Council for approval, 'that Camborne Town Council initially offer Mei Loci a contract extension for the Kerrier Way Project in line**

**with Financial Regulation 11.1 iv, but that further quotations be sought if that was not possible, with a budget of £5,000'; was approved**

Proposed by Councillor V Dalley  
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

**C.5533.10**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.048.3) to Full Council for approval, 'that Camborne Town Council ask Len Smith Consulting for a quote for the Business Case development for Kerrier Way, and that this be done due to the time constraints and his specialist knowledge of the projects to ensure that timelines were met, under Financial Regulation 17.2'; was approved**

Proposed by Councillor V Dalley  
Seconded by Councillor D Wilkins

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

Councillor D Atherfold asked to be recorded as voting against the motion.

**C.5533.11**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.048.4) to Full Council for approval, 'that Camborne Town Council ask Cornwall Council for a quote for an Economic Impact Assessment for Kerrier Way, and that this be done due to the time constraints and their specialist knowledge, to ensure that timelines are met, under Financial Regulation 17.2'; was approved**

Proposed by Councillor Z Fox  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

**C.5533.12**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.048.5) to Full Council for approval, 'that expenditure for consultants for Kerrier Way be drawn down as Cashflow Funding from the project'; was approved**

Proposed by Councillor M Champion  
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

**C.5533.13**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.049.2) to Full Council for approval, 'that Camborne Town Council take on the existing contracts with consultants for the Basset Centre project once the Town Council were the project lead, and that**

**expenditure be approved using the Cashflow Funding from the project, and that under financial regulation 17.2 this be done, to enable use of the current consultants in this exceptional circumstance’; was approved**

Proposed by Councillor Z Fox  
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

**C.5533.14**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.049.3) to Full Council for approval, ‘that the expressions of interest for space at the Basset Centre [REDACTED] [REDACTED] are further investigated, and that the Town Council’s Solicitor be engaged for work on the lease should that be necessary with expenditure approved from the legal expenses budget code’; was approved**

Proposed by Councillor V Dalley  
Seconded by Councillor L McDonald

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

**C.5533.15**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.049.4) to Full Council for approval, ‘that an official announcement be made via all our channels regarding the Library Service location and Passmore Edwards Building future use’; was approved**

Proposed by Councillor D Wilkins  
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

**C.5533.16**

**RESOLVED: that the recommendation from the Large Projects Working Party (LP.049.5) to Full Council for approval, ‘that a further official announcement be made with the Town Deal Board on the Camborne Town Council lead projects planned’; was approved**

Proposed by Councillor D Wilkins  
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

**C.5534**

**TO RECEIVE A VERBAL UPDATE REGARDING THE PASSMORE EDWARDS BUILDING AND BASSET CENTRE, AND QUOTATIONS FOR ICT INFRASTRUCTURE AND PHONES, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Town Clerk informed members that the main base for the Engagement team was to be the Basset Centre, with hot desks at the Passmore Edwards Building for their use one day or more a week, and there was to be IT and phone lines interconnecting with the two buildings. The office staff would be relocating to the

ground floor of the Passmore Edwards Building.  
Room hire pricing and policy would be looked into in the near future. New signage would be needed but the costs should be covered under the set budget.

**C.5534.2 RESOLVED: that a verbal update regarding the Passmore Edwards Building and Basset Centre, and a quotation for ICT infrastructure were received**

Proposed by Councillor C Godolphin  
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

**C.5534.3 RESOLVED: that the quotation for ICT infrastructure was approved, and the expenditure to be taken from the ICT replacement budget was authorised**

Proposed by Councillor C Godolphin  
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

**C.5534.4 RESOLVED: that the quotation for CCTV for the Basset Centre was approved, and the expenditure to be taken from the Council Expansion Earmarked reserve, was authorised**

Proposed by Councillor C Godolphin  
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

**C.5535 TO RE-ADMIT THE PRESS AND PUBLIC**

**C.5535.2 RESOLVED: to re-admit the press and public**

Proposed by Councillor C Godolphin  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

**C.5536 TO CONSIDER THE COUNCIL MEETINGS TIMETABLE AND LOCATION FROM SEPTEMBER 2022 AND AGREE ACTION**

**C.5536.2 RESOLVED: that Town Council resume the holding of meetings in the Council Chamber at the Passmore Edwards Building, to be implemented as soon as practical; was delegated to the Town Clerk, Chairman and Vice Chairman**

Proposed by Councillor C Godolphin  
Seconded by Councillor S Weedon

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the Meeting  
at 8.01 pm.

SIGNED BY THE CHAIRMAN.....

DATE .....