

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 9th June at 6.30 pm

PRESENT:

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

IN ATTENDANCE:

Samantha Hughes, Town Clerk; Dave Garwood, Amenities & Projects Officer; Rose Hitchens-Todd, Engagements Officer; Sally Williams, Committee Support Officer; Sarah Rayner, Administrative Assistant; and one member of the public.

C.5484 SAFETY PROCEDURES

The Chairman explained the safety procedures to all present.

C.5485 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.5485.2 RESOLVED: that the apologies from Councillors J Cosgrove, N Heather, N Miles, J Morgan and S Weedon for non-attendance of the Full Council meeting on the 9th June 2022, were received

Proposed by Councillor C Godolphin
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5486

CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that he had attended Truro Mayor Making Ceremony, the Royal British Legion Centenary Breakfast, Launceston Mayor Choosing Ceremony, St Austell Mayor Making Ceremony and Camborne RFC Womens & Girls Presentation Evening.

He also wished to express congratulations to the three Cornwall Rugby teams; the mens team, the ladies team and the under 21s team as it was the first time that all three teams had won the Championship.

The Chairman also congratulated Councillor C Godolphin on his 35 years of service to the Town Council.

Finally, the Chairman advised Councillors that training 'How to be a good Chair' was available from CALC and that if Councillors wished to attend they should contact the office.

C.5487

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 Collins, V Dalley, Z Fox, and D Wilkins declared interests in agenda Item 22, as they were on the Town Deal Board.

C.5488

TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

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

C.5488.2

RESOLVED: that dispensation requests in place to allow Councillors J Collins, V Dalley, Z Fox and D Wilkins to speak on Town Deal Board items on the Agenda, were received and approved

Proposed by Councillor M Champion
Seconded by Councillor J Collins

On a vote being taken the matter was approved unanimously.

C.5489

TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 12TH MAY 2022 AND THE CHAIRMAN TO SIGN THEM

C.5489.2 **RESOLVED: that the Minutes of the meeting of the Full Council held on 12th May 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.

C.5490 **TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 12TH MAY 2022 AND THE CHAIRMAN TO SIGN THEM**

C.5490.2 **RESOLVED: that the Redacted Minutes of the meeting of the Full Council held on 12th May 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.

C.5491 **TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:**

- i) **PLANNING & DEVELOPMENT 5TH APRIL 2022**
- ii) **PLANNING & DEVELOPMENT 3RD MAY 2022**
- iii) **FINANCE & GENERAL PURPOSE 28TH APRIL 2022**
- iv) **FINANCE & GENERAL PURPOSE 28TH APRIL 2022 (REDACTED)**

C.5491.2 **RESOLVED: that the minutes of the Planning & Development Committee 5th April 2022; Planning & Development Committee 3rd May 2022; Finance & General Purpose Committee 28th April 2022 and Finance & General Purpose Committee 28th April 20232 (Redacted), 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.5492 **TO RECEIVE THE MINUTES OF THE EVENTS WORKING PARTY 25TH MAY 2022**

C.5492.2 RESOLVED: that the minutes of the Events Working Party 25th May 2022 were received

Proposed by Councillor M Champion
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

C.5493 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

C.5494 TO NOTE THE MINUTES AND NOTES OF:

i) CPIR COMMUNITY NETWORK MEETING 16TH MARCH 2022

ii) SAFER CAMBORNE AND REDRUTH TEAMS MEETING 31ST MARCH 2022 AND STATISTICS FOR DELIVERY PLAN

iii) WEST CORNWALL CCTV MANAGEMENT GROUP 7TH MARCH 2022

C.5494.2 RESOLVED: that the minutes of the CPIR Community Network Meeting 16th March 2022, Safer Camborne and Redruth Teams Meeting 31st March 2022 and Statistics for Delivery Plan, and the West Cornwall CCTV Management Group 7th March 2022 were noted en bloc

Proposed by Councillor M Champion
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

C.5495 TO RECEIVE WRITTEN UPDATES FROM MEMBERS ON OUTSIDE ORGANISATION MEETINGS ATTENDED SINCE THE LAST FULL COUNCIL AND AGREE ACTION

Councillor Fox reported on the outside organisation meetings that she had attended:

Cornwall AONB (Area of Outstanding Natural Beauty) partnership had not met, but they had published the AONB management plan for the next 5 years and this was available to view online. This was adopted and ratified by Cornwall Council in May 2022.

Councillor Fox attended the AGM of the 'Spinney Doorstep Green Action Group' where a further meeting was set to review the constitution and bring it up to date. Vanessa Luckwell (CPIR Link Officer and experienced community development worker) had offered to help.

Councillor Fox had also attended the 'Connecting the Red River' meeting. This is a partnership project between Cornwall Council and the Environment Agency which is seeking to establish a vision to help manage and improve the Red River Valley. There would be a public presentation and consultation 'drop-in' event on 30th June between 2pm and 7pm at the Red River Café at Heartlands.

There had also been a meeting of the Trevithick Day Committee held after the event and, apart from a few minor issues which would be addressed for next year, it was felt that the day had gone very well indeed. Thanks were extended to the Town Council for their support and cooperation, including holding the civic event. The next Trevithick Day meeting would be held in September.

Councillor Lawrence had attended the South Crofty Liaison Group meeting and would forward the minutes when he received them. He reported that there had been a very positive response to the opening up of South Crofty but that there would be a huge amount of water to be pumped out before operations could be resumed.

Councillor Mills had attended the NHS Reference Group meeting. The group had events planned, including a Jam and Cream Tea on 13th July, but this would be advertised as soon as posters were ready.

Councillor Tal-E-Bot had attempted to attend the Safer Camborne online meeting but the link had not worked so the meeting may not have taken place.

C.5495.2

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 D Wilkins

On a vote being taken the matter was approved unanimously.

C.5496

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 at the meeting did not wish to speak.

C.5497 TO RECEIVE A CORNWALL CITIZEN SPRING 2022 NEWSLETTER AND KEY STATISTICS FOR APRIL TO SEPTEMBER 2021 AND AGREE ACTION

C.5497.2 RESOLVED: that a Cornwall Citizen Spring 2022 Newsletter and Key Statistics for April to September 2021 was received

Proposed by Councillor C Godolphin
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

C.5498 TO RECEIVE A CORNWALL PARISH AND TOWN COUNCILS DRAFT LETTER REGARDING HOUSING ALLOCATION IN CORNWALL AND AGREE ACTION

A Councillor suggested that, as the letter drew attention to Camborne Town Council's own concerns, it should be supported.

C.5498.2 RESOLVED: that a Cornwall Parish and Town Councils draft letter regarding housing allocation in Cornwall was received, and that a letter of support be sent from the Town Council, was approved

Proposed by Councillor Z Fox
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

C.5499 TO REVIEW AND CONSIDER CHANGES TO THE COUNCIL'S FLAG FLYING POLICY

C.403.2 THAT THIS COUNCIL'S POLICY WAS TO FLY THESE SPECIFIC FLAGS ON THE FLAGPOLE AT THE PASSMORE EDWARDS BUILDING: CAMBORNE TOWN COUNCIL FLAG ON ALL DAYS OF THE YEAR EXCEPT (i) THE FLAG OF ST PIRAN DURING THE WEEK OF ST PIRANS DAY; (ii) THE DUCHY OF CORNWALL FLAG ON RELEVANT ROYAL BIRTHDAYS; (iii) THE UNION FLAG ON REMEMBRANCE DAY

AGREE ACTION AND AUTHORISE EXPENDITURE

A Councillor queried why the policy would need to be changed. The Town Clerk explained that as the Council now had more flag poles there was more opportunity to support outside organisation's events by flying different flags. However, at the moment this would involve a new Agenda item each time a flag was to be changed. Hence it would be useful to create a policy for the future with flag flying decisions delegated to the Chairman, Vice-chairman and Town Clerk in the interim period.

C.5499.2 **RESOLVED: that the present custom of flag flying be continued, with delegated authority given to the Mayor, Deputy Mayor and Town Clerk to fly additional organisational flags as appropriate while the Council's flag flying policy was under review, was approved**

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.5500 **TO RECEIVE RECOMMENDATIONS FROM THE STAFFING COMMITTEE, AGREE ACTION AND AUTHORISE EXPENDITURE**

There were no recommendations arising from the Staffing Committee meeting.

C.5501 **TO RECEIVE RECOMMENDATIONS FROM THE EVENTS WORKING PARTY, AGREE ACTION, AND AUTHORISE EXPENDITURE**

C.5501.2 **RESOLVED: that the recommendations for three Council-led event ideas for Green Week, including Green Fair on the Square, Plastic Free Market (Run with the Queen's at 46) and Library Activities & Workshops were received and approved**

Proposed by Councillor Z Fox
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously.

C.5501.3 **RESOLVED: that expenditure of £1,100 for the Green Week 2022 events, to be taken from the Consultation and Community budget, was authorised**

Proposed by Councillor C Godolphin
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously.

The member of the public left the meeting.

C.5502 **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.5502.2 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 V Dalley
Seconded by Councillor C Godolphin

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

C.5503 TO RECEIVE A WRITTEN REPORT AND QUOTATIONS FROM THE AMENITIES & PROJECTS OFFICER ON HEALTH & SAFETY SUPPORT AND TRAINING, AGREE ACTION AND AUTHORISE EXPENDITURE

The Amenities & Projects Officer gave further explanation about the rationale behind the written report. He explained that the current contract was due to expire imminently and the contract had not been tendered for for some time. Therefore the contract had to go through a competitive quotation process. The quotes that had been obtained were illustrated in the table.

Councillors queried what duration would be chosen for the contract and the Amenities Officer explained that his recommendation was, that it would initially be three years with the option to extend. Councillors also asked whether the price would change over the three year duration, the Amenities & Projects Officer reported that it was a fixed price.

C.5503.2 RESOLVED: that a written report from the Amenities & Project Officer and quotations on the awarding of a contract for Camborne Town Council's Health & Safety Support and Training was received

Proposed by Councillor D Wilkins
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

C.5503.3 RESOLVED: that Option 3 to use Citation for Health and Safety Support and Training for an initial term of 3 years was approved, the expenditure from the Health and Safety Budget and Amenities EMR was authorised

Proposed by Councillor D Wilkins
Seconded by Councillor J Collins

On a vote being taken the matter was approved unanimously.

C.5504 TO RECEIVE A VERBAL UPDATE FROM THE AMENITIES & PROJECTS OFFICER ON THE PASSMORE EDWARDS

BUILDING WORKS, AGREE ACTION AND AUTHORISE EXPENDITURE

The Amenities & Projects Officer updated Councillors on the Passmore Edwards Building which, he said, was nearly complete. The scaffolding was due to come down within the next week as the builders were now confident that the roof was completely watertight.

He invited Councillors to visit the Passmore Edwards Building on June 16th to see the quality of the work. He would arrange two visits; one at 10.00am and one at 2pm.

Internally the building was almost finished as well. The feature wall looked very good and the builders were hoping to have finished everything by 4th July. They were liaising with the carpet fitters to ensure that the trades could work together to achieve this end date.

[REDACTED]

There was also some discussion about the lift installation which was incomplete. The Amenities Officer was trying to bring the date for this forward and he explained that this work could be completed over a weekend if necessary.

C.5504.2 RESOLVED: that a verbal update on the Passmore Edwards Building works from the Amenities & Projects Officer was received

Proposed by Councillor D Wilkins
Seconded by Councillor L McDonald

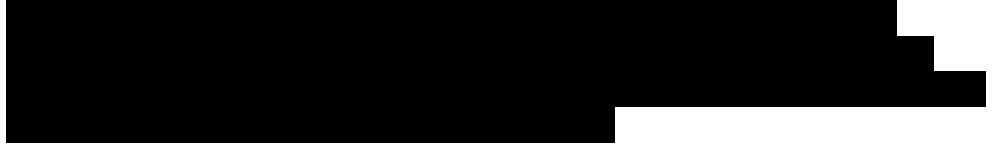
On a vote being taken the matter was approved unanimously.

C.5505 TO RECEIVE A WRITTEN UPDATE FROM THE TOWN CLERK ON THE CAMBORNE TOWN DEAL PROJECTS AND AGREE ACTION

[REDACTED]

[REDACTED]

[REDACTED]



C.5505.2 **RESOLVED: that the written update from the Town Clerk on the Town Deal Projects was received**

Proposed by Councillor C Godolphin
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.5506 **TO RECEIVE A REPORT FROM THE TOWN CLERK ON THE SHORT-TERM LIBRARY AND COUNCIL OFFICE CAPACITY AND SUGGESTIONS, AGREE ACTION AND AUTHORISE EXPENDITURE:**

- 1. TO RECEIVE THE REPORT ON THE BASSET CENTRE LIBRARY FROM THE TOWN CLERK**

- 2. TO APPROVE THE LIBRARY CONTINUING TO OCCUPY THE BASSET CENTRE AFTER 17TH JULY 2022 AND THE OFFICE MOVING BACK TO THE PASSMORE EDWARDS BUILDING**

- 3. TO APPROVE THE HEADS OF TERMS FOR THE LESAE OF THE BASSET CENTRE FROM CORNWALL COUNCIL FOR A TOTAL TERM OF 30 MONTHS**

- 4. TO APPROVE A BUDGET OF £110,000 FOR THE LIBRARY BASSET CENTRE ONGOING RUNNING COSTS FOR THE NEXT 12-18 MONTHS WITH FUNDING TAKEN FROM THE COUNCIL EXPANSION EMR**

- 5. TO APPROVE A BUDGET OF £60,000 FOR PASSMORE EDWARDS BUILDING ALTERATION AND ICT, CLEANING, PHONE RELOCATION AS NEEDED, WITH FUNDING TAKEN FROM THE PASSMORE EDWARDS BUILDING EMR**

6. TO DELEGATE THE DETAILED PLAN AND IMPLEMENTATION OF THIS PROPOSAL FOR THE OFFICE AND LIBRARY TEAM TO THE LARGE PROJECTS WORKING PARTY AND FINANCE & GENERAL PURPOSES COMMITTEE IF APPROPRIATE

The Town Clerk outlined some of the proposals for the Basset Centre and Passmore Edwards Building, that had been developed working with the various teams. This suggestion would allow both teams to be much more effective with the Library being able to provide many more activities in the Basset Centre which would not be possible in the old space.

[REDACTED]

[REDACTED]

C.5506.2 RESOLVED: that the report from the Town Clerk on the Basset Centre Library was received

Proposed by Councillor V Dalley
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5506.3 RESOLVED: that the Library continuing to occupy the Basset Centre after 17th July 2022 and the office staff moving back to the Passmore Edwards Building was approved

Proposed by Councillor C Godolphin
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

C.5506.4 RESOLVED: that the Heads of Terms for the lease of the Basset Centre from Cornwall Council for a total term of 30 months needed clarification, these would be dealt with and approval of the amended Heads of Terms be delegated to the Finance & General Purposes Committee, was approved

Proposed by Councillor V Dalley
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5506.5 RESOLVED: that a budget of £110,000 for the Library Basset Centre ongoing running costs for the next 12-18 months, with funding taken from the Council Expansion EMR, was authorised

Proposed by Councillor D Wilkins
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

C.5506.6 RESOLVED: that a budget of up to £60,000 for Passmore Edwards Building alteration and ICT, cleaning, phone relocation as needed, with funding taken from the Passmore Edwards Building EMR, was authorised

Proposed by Councillor C Godolphin
Seconded by Councillor Z Fox

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

C.5506.7 RESOLVED: that the detailed plan and implementation of the proposal for the Office and Library teams be delegated to the Large Projects Working Party and Finance & General Purposes Committee if appropriate, was approved

Proposed by Councillor D Wilkins
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

A Councillor requested that a report from the Youth Council be brought to the next Full Council meeting.

There being no further business the Chairman closed the Meeting at 19.34 pm.

SIGNED BY THE CHAIRMAN.....

DATE