

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 The Council Chamber, Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Thursday 10th November at 6.30 pm

PRESENT:

Councillor Z Fox	Chairman
Councillor M Williams	Vice Chairman
Councillor D Atherfold	
Councillor J Ball	
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 J Morgan	
Councillor R Tal-E-Bot	
Councillor S Weedon	
Councillor D Wilkins	

IN ATTENDANCE:

Samantha Hughes, Town Clerk; Dave Garwood, Amenities & Projects Manager; Alicia Jouvenaar, Events Manager; Sally Williams, Committee Support Officer and two members of the public.

C.5603 SAFETY PROCEDURES

The Chairman explained the safety procedures to all present.

C.5604 TO ELECT AND INSTALL THE TOWN MAYOR FOR THE REST OF THE MUNICIPAL YEAR

The Proposals for Mayor were:

Councillor Z Fox

Proposed by Councillor C Lawrence
Seconded by Councillor M Williams

Councillor D Wilkins

Proposed by Councillor C Godolphin

Seconded by Councillor J Cosgrove

There were two script ballots for Town Mayor and it was:

C.5604.2 RESOLVED: that Councillor Z Fox was elected and installed as the Town Mayor for the rest of the Municipal Year

Proposed by Councillor C Lawrence

Seconded by Councillor M Williams

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

C.5605 THE MAYOR MAKES THE DECLARATION OF ACCEPTANCE OF OFFICE

The Mayor made the Declaration of Acceptance of Office.

C.5606 CHAIRMAN'S ANNOUNCEMENTS

The Mayor reminded Councillors about Remembrance Sunday. She stated that the parade began in the Town Square at 10.30am and the service would begin at 11a.m. She recommended that it was important for the Town Council to have a strong representation on the day.

C.5607 TO ELECT AND INSTALL THE DEPUTY MAYOR FOR THE REST OF THE MUNICIPAL YEAR (SHOULD THIS BE REQUIRED)

The Proposals for Deputy Mayor were:

Councillor M Williams

Proposed by Councillor Z Fox

Seconded by Councillor P Mills

Councillor D Wilkins

Proposed by Councillor J Cosgrove

Seconded by Councillor C Godolphin

There were two script ballots for Deputy Mayor and it was:

C.5607.2 RESOLVED: that Councillor M Williams was elected and installed as the Deputy Mayor for the rest of the Municipal Year

Proposed by Councillor Z Fox

Seconded by Councillor P Mills

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

C.5608 THE DEPUTY MAYOR MAKES THE DECLARATION OF ACCEPTANCE OF OFFICE

The Deputy Mayor made the Declaration of Acceptance of Office.

C.5609 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.5609.2 RESOLVED: that the apologies from Councillor V Dalley for non-attendance of the Full Council meeting on the 10th November 2022, were received

Proposed by Councillor Z Fox
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

C.5610 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, Z Fox, J Morgan and D Wilkins declared interests in agenda items 33, 34 and 35 as they were on the Town Deal Board.

C.5611 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

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

C.5611.2 RESOLVED: that existing written requests for dispensations were approved

Proposed by Councillor Z Fox
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

C.5612 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 20th OCTOBER 2022 AND THE CHAIRMAN TO SIGN THEM

C.5612.2 RESOLVED: that the Minutes of the meeting of the Full Council held on 20th October 2022 were received, approved, and signed by the Chairman

Proposed by Councillor Z Fox

Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

C.5613 TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE FULL COUNCIL MEETING HELD ON 20TH OCTOBER 2022 AND THE CHAIRMAN TO SIGN THEM

C.5613.2 RESOLVED: that the Redacted Minutes of the Full Council meeting held on 20th October 2022 were received, approved, and signed by the Chairman

Proposed by Councillor Z Fox

Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

C.5614 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:

- i) FINANCE & GENERAL-PURPOSE 27TH OCTOBER 2022**
- ii) PLANNING & DEVELOPMENT 1ST NOVEMBER 2022**

C.5614.2 RESOLVED: that the Minutes of the Finance and General Purpose Committee meeting held on 27th October 2022 and the Planning & Development Committee meeting held on 1st November 2022 were received en bloc

Proposed by Councillor Z Fox

Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

C.5615 TO RECEIVE AND APPROVE THE MINUTES OF THE FOLLOWING WORKING PARTIES:

- i) Large Projects Working Party 18th October 2022**
- ii) Strategic Budget Working Party 26th October 2022**

C.5615.2 RESOLVED: that the minutes of the Large Projects Working Party held on 18th October 2022 and the Strategic Budget Working Party held on 26th October 2022 were received and approved en bloc

Proposed by Councillor Z Fox

Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.5616 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

C.5617 TO NOTE THE MINUTES AND NOTES OF:

- i) **CAMBORNE TOWN DEAL BOARD MEETING MINUTES DATED 23RD SEPTEMBER 2022**
- ii) **CAMBORNE REGENERATION FORUM MEETING MINUTES DATED 3RD OCTOBER 2022**
- iii) **CAMBORNE MARKET MEETING DATED 10TH OCTOBER 2022**
- iv) **TOWANS PARTNERSHIP MEETING MINUTES 10TH OCTOBER 2022**
- v) **CAMBORNE, POOL, ILLOGAN, REDRUTH AND MINING VILLAGES COMMUNITY NETWORK MEETING 11TH OCTOBER 2022**
- vi) **CPIR CLIMATE ACTION GROUP MEETING MINUTES DATED 25TH OCTOBER 2022**

C.5617.2 RESOLVED: that the Minutes and Notes of Camborne Town Deal Board Meeting held on 23rd September 2022, Camborne Regeneration Forum Meeting held on 3rd October 2022, Camborne Market Meeting held on 10th October 2022, Camborne, Pool, Illogan, Redruth and Mining Villages Community Network Meeting held on 11th October 2022 and the CPIR Climate Action Group Meeting held on 25th October 2022 were noted en bloc

Proposed by Councillor Z Fox
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

C.5618 TO RECEIVE WRITTEN UPDATES FROM MEMBERS ON OUTSIDE ORGANISATIONS MEETINGS ATTENDED SINCE THE LAST FULL COUNCIL AND AGREE ACTION

There were no written updates from members on outside organisations meetings attended since the last Full Council.

C.5619 TO RECEIVE THE NOTES OF THE YOUTH COUNCIL MEETING HELD ON 25TH OCTOBER 2022

C.5619.2 RESOLVED: that the notes of the Youth Council Meeting held on 25th October 2022 were received

Proposed by Councillor Z Fox
Seconded by Councillor J Cosgrove

On a vote being taken the matter was approved unanimously.

C.5620 TO RECEIVE THE RURAL BULLETIN DATED 18TH OCTOBER 2022

C.5620.2 RESOLVED: that the Rural Bulletin dated 18th October 2022 was received

Proposed by Councillor Z Fox
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5621 TO RECEIVE THE RURAL BULLETIN DATED 25TH OCTOBER 2022

C.5621.2 RESOLVED: that the Rural Bulletin dated 25th October 2022 was received

Proposed by Councillor D Wilkins
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

C.5622 TO RECEIVE THE SOUTH WEST COUNCILS AUTUMN ASSOCIATE NEWSLETTER

C.5622.2 RESOLVED: that the South West Councils Autumn Associate Newsletter was received

Proposed by Councillor Z Fox
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5623 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 members of the public that were present did not wish to speak.

C.5624 TO RECEIVE INFORMATION ABOUT A PROPOSED NEW SIXTH FORM ACADEMY OF EXCELLENCE IN CAMBORNE AND AGREE ACTION

There was some discussion amongst Councillors about the proposed Academy of Excellence and it was felt that it would be prudent to invite the Vice Principal of Camborne Academy to speak at the next Full Council meeting. This would give Councillors the opportunity to gain further information and to pose their questions.

C.5624.2 RESOLVED: that information about a proposed new Sixth Form Academy of Excellence in Camborne was received and that an invitation to speak at the next Full Council meeting be extended to the Vice Principal was approved

Proposed by Councillor R Tal-E-Bot
Seconded by Councillor J Ball

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

C.5625 TO RECEIVE A COPY OF CORRESPONDENCE, AND SUBSEQUENT RESPONSE, SENT TO CORNWALL COUNCIL OVERVIEW AND SCRUTINY COMMITTEE AS AGREED AT THE LAST FULL COUNCIL MEETING (C.5595.3) AND AGREE ACTION

C.5625.2 RESOLVED: that a copy of correspondence, and subsequent response, sent to Cornwall Council Overview and Scrutiny Committee as agreed at the last Full Council meeting (C.5595.3) was received and noted

Proposed by Councillor Z Fox
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5626 TO RECEIVE A COPY OF A REPLY RECEIVED FROM CORNWALL COUNCIL HIGHWAYS DEPARTMENT IN RESPONSE TO CORRESPONDENCE SENT AS AGREED AT THE FULL COUNCIL MEETING (C.5559.2) HELD ON 29TH SEPTEMBER 2022

C.5626.2 RESOLVED: that a copy of a reply received from Cornwall Council Highways Department in response to correspondence sent as agreed at the Full Council meeting (C.5559.2) held on 29th September 2022 was received and noted

Proposed by Councillor D Wilkins
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

C.5627 TO RECEIVE A REQUEST TO HAVE A POP-UP COMMUNITY LARDER IN THE LIBRARY LOBBY AND AGREE ACTION

C.5627.2 RESOLVED: that a request to have a pop-up Community Larder in the Library lobby was received and approved

Proposed by Councillor P Mills
Seconded by Councillor R Tal-E-Bot

On a vote being taken the matter was approved unanimously.

C.5628 TO RECEIVE CARN BREA PARISH' DRAFT NEIGHBOURHOOD DEVELOPMENT PLAN AND AGREE ACTION

C.5628.2 RESOLVED: that Carn Brea Parish' Draft Neighbourhood Development Plan was received

Proposed by Councillor Z Fox
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

C.5629 TO RECEIVE A NEW FLORAL TENDER TIMELINE AND AGREE ACTION

The Amenities & Projects Officer explained that the Floral Tender Timeline had been amended to bring the dates forward. This would give whoever won the tender more time to plan and to plant for next summer. This would also allow more time to incorporate planning for the possibility of future hose pipe bans which might involve planting differently.

A Councillor noted that an amendment was needed to one of the dates and it was agreed that this would be rectified.

C.5629.2 RESOLVED: that a new Floral Tender timeline was received and approved with the noted amendment

Proposed by Councillor D Wilkins
Seconded by Councillor J Cosgrove

On a vote being taken the matter was approved unanimously.

C.5630 TO REVIEW THE LIBRARY'S PARTICIPATION IN THE BID LOYALTY SCHEME AND AGREE ACTION

The Clerk explained that there had not been any issues for the Library with participating in this loyalty scheme and that this was

just a regular review. The Library were happy to continue participating in the scheme.

C.5630.2 RESOLVED: that the Library's participation in the BID Loyalty Scheme was reviewed and they would continue to be part of the scheme for the time being

Proposed by Councillor Z Fox
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

C.5631 TO RECEIVE RECOMMENDATIONS FROM THE EVENTS WORKING PARTY 4TH NOVEMBER 2022, AGREE ACTION AND AUTHORISE EXPENDITURE

C.5631.2 RESOLVED: that the recommendation to Full Council from the Events Working Party (EWP.78.3) that events to mark 200 years of Passmore Edwards be delivered was received and approved; and the recommendation of 'a budget of £1,650 to be taken from the Consultation and Community Engagement cost code (140/5530)' was authorised

Proposed by Councillor C Lawrence
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5631.3 RESOLVED: that the proposals in the report to the Events Working Party (EWP.78.4) on Passmore Edwards 200-year event, with recommendations to hold various library activities, tree planting, and a ticketed event with guest speakers and refreshments, were received and that staff work towards the delivery of the events in March 2023 was approved

Proposed by Councillor C Lawrence
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5631.4 RESOLVED: that the proposals in a written report from the Events Working Party (EWP.79.2) regarding Fairtrade Fortnight 2023 with recommendations to Full Council that a wine tasting, Coffee Morning and Train-a-Thon events be held were received and approved, and a budget of £1,200 to be taken from the Consultation and Community Engagement cost code (140/5530) was authorised

Proposed by Councillor D Wilkins
Seconded by Councillor C Lawrence

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

- C.5631.5** **RESOLVED: that a recommendation to Full Council from the Events Working Party (EWP.80.3) for Trevithick Day Activities was approved, and budgets of £1,250 from the Consultation and Community Engagement cost code (140/5530) and £750 from the Civic Events cost code (140/4870) were authorised**

Proposed by Councillor D Wilkins
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

- C.5632** **TO RECEIVE A DRAFT UPDATED FINANCIAL REGULATIONS FOR 2022-2023 AND AGREE ACTION**

The Clerk explained that the Financial Regulation in question was on page 16 (11.1. d). The update would allow the Town Council to use Cornwall Council's Procurement Framework to secure goods or services, as these suppliers or contractors would have undergone Cornwall Council's due diligence to supply the service required. This would be saving the Town Council time and money when a decision needed to be made quickly. The Clerk also confirmed that the auditor was happy with this amendment.

- C.5632.2** **RESOLVED: that a draft updated Financial Regulations for 2022-2023 was received and approved**

Proposed by Councillor C Godolphin
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

- C.5633** **TO RECEIVE A LETTER OF RESIGNATION FROM COUNCILLOR M CHAMPION AND AGREE ACTION**

Councillors expressed regret that Councillor Champion had resigned. They felt that a letter should be sent expressing thanks to Councillor Champion for his work on behalf of both the Town Council and the people of Camborne.

- C.5633.2** **RESOLVED: that a letter of resignation from Councillor M Champion was received, and that a letter of thanks be sent to him was approved**

Proposed by Councillor C Godolphin
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

C.5634 **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**

The members of the public were thanked for their attendance and they left the room.

C.5634.2 **RESOLVED: that the Council resolved, under the 1960 Public Bodies (Admissions to Meetings) Act, to exclude the press and public due to the confidential nature of the business to be discussed**

Proposed by Councillor D Atherfold
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5635 **TO RECEIVE AN UPDATE ON THE BUSINESS CASES FOR KERRIER WAY AND BASSET COMMUNITY HUB AND RELEVANT INFORMATION IN RELATION TO THE PROJECTS AND AGREE ACTION**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

C.5635.2 **RESOLVED: that the report from the Amenities & Projects Officer on the procurement of continued Professional Services for the Basset Community Hub Town Deal project, and an update on the Business Cases for Kerrier Way and Basset Community Hub was received, and Option 4 to allow MWJV to continue their work to RIBA Stage 3 utilising accessible SW Frameworks' was approved under financial regulation 11.1d with expenditure from the Town Deal Fund draw down budget associated with the project, authorised**

Proposed by Councillor J Cosgrove
Seconded by Councillor D Wilkins

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

C.5636 **TO RECEIVE A GRANT FUNDING AGREEMENT FOR THE PARK GERRY PROJECT AND AGREE ACTION**

This item was deferred as the funding agreement had not been received. It would be taken to the next Full Council meeting.

C.5637 **TO RECEIVE A WRITTEN REPORT ON THE PARK GERRY PROJECT, AGREE ACTION AND AUTHORISE EXPENDITURE**

[REDACTED]

[REDACTED]



C.5637.2 **RESOLVED: that a written report from the Town Clerk on the Park Gerry Project budget was received, and the use of £100,000 from the Green Spaces EMR (331) and £63,301 from the Infrastructure Improvement EMR(335) for the project, was authorised**

Proposed by Councillor C Godolphin
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C.5638 **TO RECEIVE DRAFT TENDER DOCUMENTS FOR HR SERVICES, AGREE ACTION AND AUTHORISE EXPENDITURE**

The rationale for the draft Tender Documents was explained by the Clerk. The Human Resources support needed to be consistent and with a company that understands the Town Council and how they operate. The new tender documents would allow for a three-year contract with options to extend for a further two years.

C.5638.2 **RESOLVED: that the draft Tender Documents for HR Services were received**

Proposed by Councillor Z Fox
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

C.5638.3 **RESOLVED: that the Tender Documents for HR Services be signed off and the Town Clerk to commence the formal tender as set out in the Invitation to Tender was approved, and a budget of up to £46,000 over the 3-year contract was authorised**

Proposed by Councillor C Godolphin
Seconded by Councillor D Wilkins

On a vote being taken the matter was approved unanimously.

C5638.4 **RESOLVED: that the award of the tender be delegated to the Town Clerk, in conjunction with the Chair of Council and the Vice Chair of Council, provided the tender had been conducted in line with the process set out within the Invitation to Tender and that the preferred supplier total**

**did not exceed the estimated budget by more than 10%,
was approved**

Proposed by Councillor D Wilkins
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.5638.5

**RESOLVED: that if either of these conditions vary then the
authorisation of the award be brought back to Full Council
as a formal report for sign off, was approved**

Proposed by Councillor D Wilkins
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

The Chairman closed the Meeting at 19.31 pm.

SIGNED BY THE CHAIRMAN.....

DATE