

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017**

MINUTES of the meeting of the Amenities Committee of Camborne Town Council held in the Clerk's Office, The Basset Centre, Basset Road, Camborne on Thursday 16th February 2017 at 6.30 pm.

PRESENT Councillor Ms J Robinson Chairman
Councillor J Collins
Councillor Ms Z Fox
Councillor S Odgers
Councillor G Winter
Councillor Mrs V Dalley (ex officio)
Councillor C Godolphin (ex officio)

In Attendance: Amanda Mugford, Town Clerk; Alec Webb, Amenities & Projects Officer, Heather Kirkham (Minute Clerk).

The Chairman explained the safety procedures to all present.

A.3754 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

A.3754.2 RESOLVED: that the apologies from Councillors; Champion, T Dalley, Krey and Ms Merrick for non-attendance at the meeting of the Amenities Committee held on 16th February 2017 were received.

Proposed by Councillor Mrs Dalley
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

A.3755 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 Mrs Dalley declared an interest in Agenda item 11 as she was a member of the Church of St Martin and St Meriadoc and also the Treasurer of the Church's Christmas Tree Festival Team. Councillor Godolphin also declared an interest in Agenda item 11 as he was a member of the Church of St Martin and St Meriadoc. They were advised by the Town Clerk to leave the room for this item.

A.3756 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no written requests for dispensations.

A.3757 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 90 MEMBERS OF THE PUBLIC ARE PERMITTED TO MAKE REPRESENTATIONS, ANSWER QUESTIONS AND GIVE EVIDENCE IN

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017
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.

A.3758 CHAIRMAN'S ANNOUNCEMENTS

- i) Truro City of Culture bid: Chairman spoke about the bid saying that though it is entitled "Truro City of Culture", the bid is reliant on the Towns and Parish councils throughout Cornwall delivering events not just the City of Truro. The Chairman also suggested that it would be prudent for the Town Council to write to Cornwall Council (C.C.) if the bid was passed by C.C. in order to be involved in any discussions/proposals as soon as possible.
- ii) Devolution – Camborne Library: The Chairman stated that the C.C. Localism Portfolio Advisory Committee had unanimously passed the devolution of the Library. The Town Clerk informed Members that it was anticipated that sign off for this would be mid April.
- iii) The Chairman suggested the possibility of a S.106 Committee being set up in the Council (other councils have done this) so as to put together possible projects for the S.106 monies to be spent on.

A.3759 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 8th DECEMBER 2016 AND THE CHAIRMAN TO SIGN THEM

A.3759.2 RESOLVED: that the minutes of the meeting of the Amenities Committee held on the 8th December 2016 were received, approved and signed by the Chairman

Proposed by Councillor Odgers
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

A.3760 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW.

There were no Matters Arising.

A.3761 TO RECEIVE THE CURRENT NET POSITION BY CODE FOR THE AMENITIES REVENUE BUDGET FOR THE 2016/2017 FINANCIAL YEAR AND AGREE ANY ACTION

The Town Clerk clarified that the budget heading 54 Handyman Consumables was showing an over spend of £30.14, this was because of

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017**

paint/varnish/screws etc that had been spent on refurbishing the street furniture and should have come from the budget heading 60 Street Furniture purchases and maintenance.

Members were informed by the Town Clerk that all the invoices for the CCTV monitoring 2016/17 had now been received from C.C. The estimated year-end balance for the CCTV budget was £2,413.71; any balance would be transferred to the CCTV earmarked reserve in accordance with Full Council's resolution.

The need for PAT testing equipment was discussed by Members (a hand out about equipment possibilities was tabled at the meeting). The Council's Amenities Technician had become qualified to carry out PAT testing and if the Council had its own equipment this could save the Council money in the long run. As well as the purchase cost there would be a need to get the equipment re-calibrated annually and this would incur an annual cost of approximately £65.

A.3761.2 RESOLVED: **that the sum of £250 is vired from budget heading "60 Street Furniture purchases and maintenance" to budget heading "54 Handyman Consumables".**

Proposed by Councillor Ms Fox
Seconded by Councillor Mrs Dalley

On a vote being taken, the matter was approved unanimously.

A.3761.3 RESOLVED: **that the Council purchase PAT testing equipment to enable them to carry out their own PAT testing and that the funding is taken from budget head 58 Machinery Purchases.**

Proposed by Councillor Godolphin
Seconded by Councillor Odgers

On a vote being taken, the matter was approved unanimously.

A.3761.4 RESOLVED: **that the cost of the annual re-calibration of the PAT testing equipment is taken from budget head 53 Equipment and Maintenance.**

Proposed by Councillor Ms Robinson
Seconded by Councillor Ms Fox

On a vote being taken, the matter was approved unanimously.

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017**

A.3762 TO RECEIVE A REPORT FROM THE AMENITIES AND PROJECTS OFFICER REGARDING THE CHRISTMAS LANTERN PARADE 2016; STRENGTHS, WEAKNESSES, OPPORTUNITIES AND THREATS, AGREE ACTION REGARDING ARRANGEMENTS FOR THE 2017 CHRISTMAS LANTERN PARADE AND AUTHORISE ASSOCIATED EXPENDITURE

The Town Clerk informed Members that the feedback she had received from the Police and the Schools concerning the 2016 Christmas Lantern Parade was good and had been positive.

The Amenities and Project Officer presented a report on the strengths, weaknesses, opportunities and threats (S.W.O.T.) of the 2016 Christmas Lantern Parade. The support of the parade had been excellent and more people, both adults and children had been in attendance than in previous years. There was an issue around traffic cones and some signage as some that had been used were not fit for purpose; it was suggested that the Council might consider the purchase of its own equipment (cones/signage) which could then be used for various events not just the Lantern Parade.

Cost of the cones etc was discussed by Members and it was suggested that 60 was a good amount of cones to get. The contribution to schools was discussed and agreed that this would be £7,500 which would equate to £350 per school if ten schools took part in the 2017 Parade, as they had in 2016. The booking of the St John's Ambulance for the 2017 event was discussed and agreed. The ongoing problems concerning entertainment in the Square were considered and it was agreed that this had not proved to be cost effective given the very few people who attended. It was suggested that rather than entertainment in the square, there could be roaming entertainment at different points of the Parade e.g. stilt walkers. It was also suggested that there could be an opportunity to get the lanterns all together in one spot if the parade did not end in the Square.

The Town Clerk said it would be explored with the schools to see if there was any way that they could get the lanterns all together in one spot. It was suggested that if there was a change to the end of the route so that the parade finished by the Tyacks Hotel & White Hart this might facilitate enough space for the children and their lanterns to all get together. The Town Clerk asked Members that, if they had any ideas for the 2017 Lantern Parade then to please send them to the Amenities and Projects Officer as soon as possible so that they could be received and discussed at the Amenities Committee in April.

A.3762.2 RESOLVED: that permission is given to purchase 60 traffic cones and any extra signage required up to a maximum cost of £500; authorised expenditure to come from budget head 65 Community events.

Proposed by Councillor Winter
Seconded by Councillor Godolphin

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017**

On a vote being taken, the matter was approved unanimously.

- A.3762.3 RESOLVED:** **to approve that £300 be donated to each school participating in the 2017 Christmas Lantern parade as a contribution towards the lanterns.**

Proposed by Councillor Ms Fox
Seconded by Councillor Mrs Dalley

On a vote being taken, the matter was approved unanimously.

- A.3762.4 RESOLVED:** **that the St John's Ambulance is booked for the 2017 Christmas Lantern Parade and associated expenditure be approved.**

Proposed by Councillor Godolphin
Seconded by Councillor Winter

On a vote being taken, the matter was approved unanimously.

- A.3762.5 RESOLVED:** **that no stage is provided for entertainment in the Square for 2017 Christmas Lantern Parade.**

Proposed by Councillor Godolphin
Seconded by Councillor Odgers

On a vote being taken, the matter was approved unanimously.

- A.3762.6 RESOLVED:** **that there should be a change to the end of the route so that the lantern parade finished by the Tyacks Hotel & White Hart; as this might facilitate enough space for the lanterns to all gather together.**

Proposed by Councillor Godolphin
Seconded by Councillor Odgers

On a vote being taken, the matter was approved unanimously.

Councillors Mrs Dalley and Godolphin left the meeting for the next item.

- A.3763 TO RECEIVE CORRESPONDENCE FROM THE PARISH CHURCH OF ST MARTIN AND ST MERIADOC REGARDING A FORMAL AGREEMENT FOR THE LOAN OF CHRISTMAS LIGHTS STRUCTURES, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITRE**

Members discussed the correspondence.

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017**

- A.3763.2 RESOLVED:** **to approve a formal agreement with The Parish Church of St Martin and St Meriadoc to use the Town Council's Christmas lighting structures in return for the lights being refurbished with LED strip lighting by the Church Christmas Tree Team at the Council's storage facility.**

Proposed by Councillor Ms Robinson
Seconded by Councillor Odgers

On a vote being taken, the matter was approved unanimously.

Members then discussed the matter in further detail which included; cost implications, level of funding, how long the agreement should be and reviewing of funding.

- A.3763.3 RESOLVED:** **that the Council approve the request from the Parish Church for an ongoing contribution over the next five years and agree to contribute £250 in 2017 to be taken from cost centre 68 (Christmas in Camborne Budget); and; that the level of contribution is reviewed each year but that a minimum of £250 will be given.**

Proposed by Councillor Ms Fox
Seconded by Councillor Odgers

On a vote being taken, the matter was approved unanimously.

Councillors Mrs Dalley and Godolphin re-entered the meeting at this point.

- A.3764 TO RECEIVE CORRESPONDENCE FROM MR S TREMAYNE REGARDING ELECTRICAL ISSUES IN COMMERCIAL SQUARE AND AGREE ACTIONS ACCORDINGLY**

There were three points raised regarding Commercial Square:

- i) The condition of the control box had been reported to Western Power (as it is their responsibility). Western Power has stated that it was non-urgent.
- ii) Replacement of the lighting cable which is located in a small chamber under the fountain. Due to Health and Safety issues concerning working in a confined space it would cost an estimated £300 – £400

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017**

to carry out the work.

- iii) Upgrade of the bollards due to the increase in market traders using power. This would incur a cost of £100 - £150 per bollard.

A.3764.2 RESOLVED: **to approve that the work to the lighting cable below the fountain is carried out and funding taken from the "small works" budget.**

Proposed by Councillor Collins
Seconded by Councillor Ms Fox

On a vote being taken, the matter was approved unanimously.

A.3764.3 RESOLVED: **that the work to upgrade the bollards is carried out and funding taken from the "small works" budget.**

Proposed by Councillor Ms Fox
Seconded by Councillor Winter

On a vote being taken, the matter was approved unanimously.

A.3765 TO RECEIVE CORRESPONDENCE FROM CORNWALL FIRE AND RESCUE SERVICES REGARDING CHARGES FOR CCTV MONITORING EFFECTIVE FROM APRIL 2017

A.3765.2 RESOLVED: **that the correspondence from Cornwall Fire and Rescue Services regarding charges for the CCTV monitoring was received.**

Proposed by Councillor Collins
Seconded by Councillor Mrs Dalley

On a vote being taken, the matter was approved unanimously.

A.3766 TO AUTHORISE EXPENDITURE FROM THE STREET FURNITURE MAINTENANCE AND REPAIR BUDGET FOR REPAIRS TO CAMBORNE TOWN COUNCIL NOTICEBOARDS

A.3766.2 RESOLVED: **that expenditure from the Street Furniture Maintenance and Repair budget for the repairs to the Town Council notice boards was approved.**

Proposed by Councillor Collins
Seconded by Councillor Odgers

On a vote being taken, the matter was approved unanimously.

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017**

**A.3767 TO CONSIDER MEMBERSHIP OF THE NATIONAL ALLOTMENT SOCIETY
AND AUTHORISE EXPENDITURE FROM THE ENVIRONMENT BUDGET**

A.3767.2 RESOLVED: **to approve membership of the National Allotment Society and the associated cost for membership was authorised from the Environment budget**

Proposed by Councillor Collins
Seconded by Councillor Ms Fox

On a vote being taken, the matter was approved unanimously.

A.3768 TO RECEIVE CORRESPONDENCE FROM KEHELLAND TRUST

A.3768.2 RESOLVED: **that the correspondence from the Kehelland Trust was noted and received.**

Proposed by Councillor Ms Fox
Seconded by Councillor Mrs Dalley

On a vote being taken, the matter was approved unanimously.

A.3769 TO NOTE CORRESPONDENCE FROM SOUTH WEST WATER

A.3769.2 RESOLVED: **that the correspondence from South West Water was noted and received.**

Proposed by Councillor Collins
Seconded by Councillor Mrs Dalley

On a vote being taken, the matter was approved unanimously.

A.3770 THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT TO EXCLUDE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED.

A.3770.2 RESOLVED: **that due to the confidential nature of the business to be discussed, the press and public were excluded for the next item.**

Proposed by Councillor Odgers
Seconded by Councillor Mrs Dalley

On a vote being taken, the matter was approved unanimously.

A.3771 TO CONSIDER COMMISSIONING A REST ROOM SCHEME 'APP', APPROVE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE ACCORDINGLY (A.2728.2)

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017**

The Town Clerk introduced the item; the "Rest Room App" and stated that Penzance Town Council were to consider the matter later this month. If

Members were minded to commission the app then the cost would be: £6,953 if Penzance Town Council agreed to a joint project. A lively discussion ensued and opinions were divided. The considerations included:

- Promotion through 'toilet finder' on websites rather than commissioning an app.
- Promotion of the restroom scheme through VisitCornwall, using existing tourist outlets.
- Penzance Town Council being pleased with the restroom scheme and children/young people being advised by parents to use the rest room scheme rather than public toilets from a safeguarding point of view.
- Penzance Town Council was also involving the schools in this – reaching a different audience.
- Concept was good but it was expensive.
- Promotion of the scheme through accommodation providers as it would be advantageous to their visitors.
- Child protection issues associated with traditional public toilet facilities.

A.3771.2 RESOLVED:

to approve that the Council proceed to commission the Rest Room Scheme App providing that Penzance also proceed with it and; authorise associated expenditure to come from the Amenities Projects budget and Amenities earmarked reserve.

Proposed by Councillor Godolphin
Seconded by Councillor Odgers

On a vote being taken, the matter was approved by the majority, on the casting of the Chairman's vote. Four voted for the proposal and three voted against it. The Councillors who voted against the proposal wished to have their names minuted and these were:

Councillor Mrs Dalley
Councillor Ms Fox
Councillor Winter

There being no further business the Chairman closed the meeting at 7.35pm.

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 16th FEBRUARY 2017**

SIGNED BY THE CHAIRMAN.....

DATE