

**CAMBORNE TOWN COUNCIL
AMENITIES COMMITTEE 20TH JULY 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 20th July 2017 at 6.30 pm.

PRESENT Councillor Champion Chairman
Councillor M Pearce Vice Chairman
Councillor J Barclay
Councillor J P Collins
Councillor T Dalley
Councillor C Godolphin
Councillor R Goodman
Councillor D Wilkins
Councillor Mrs V Dalley (Ex Officio)

In Attendance: Amanda Mugford, Town Clerk; Alec Webb, Amenities & Projects Officer; and Paul Rickard (Minute Clerk).

The Chairman explained the safety procedures to all those present.

A.3813 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

A.3813.2 RESOLVED: that the apologies from Councillor Ms Fox for non-attendance of the meeting of the Amenities Committee held on the 20 July 2017 were received.

Proposed by Councillor Mrs Dalley
Seconded by Councillor Barclay

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

A.3814 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 no declarations of interests.

A.3815 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no dispensation requests.

At this point, it was agreed by the Chairman that agenda item 5 – Public Participation would be moved down the agenda so that it became Minute No. A.3280 and could be heard adjacent to Minute No. A.3281 as the two items were related.

A.3816 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

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A.3817 TO RECEIVE AND APPROVE THE MINUTES OF THIS COMMITTEE HELD ON THE 2017 AND THE CHAIRMAN TO SIGN THEM

A.3817.2 RESOLVED: **that the minutes of the meeting of the Amenities Committee held on the 15th June 2017 were received approved and signed by the Chairman.**

Proposed by Councillor Champion
Seconded by Councillor Ms Pearce

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

A.3818 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

A.3819 TO RECEIVE THE CURRENT NET POSITION BY CODE FOR THE AMENITIES REVENUE BUDGET FOR THE 2017/2018 FINANCIAL YEAR AND AGREE ANY ACTION

The Town Clerk reported on the relevant budget headings/codes as set out in the relevant papers and the net position for the 2017/18 financial year up to the end of June.

In response to a request from Councillor Barclay to undertake traffic management training, the Town Clerk advised that the Committee would be asked to adjust the budget accordingly.

A.3819.2 RESOLVED: **that the Amenities Revenue Budget for the 2017/18 financial year be accepted, subject to an appropriate adjustment being made to allocate the necessary funding to enable Councillor Barclay to attend traffic management training.**

Proposed by Councillor Godolphin
Seconded by Councillor Wilkins

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

A.3820 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 90 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 representatives of BID Camborne gave a presentation in which they advised that their grant application (item A.3821 below) was in respect of

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which was insecure due to removal of a bolt, would also be repaired or replaced, as necessary.

- A.3822.2 RESOLVED:** **that the action taken to repair the damaged electricity bollards in Commercial Square, together with the necessary associated expenditure, be approved.**

Proposed by Councillor Mrs Dalley
Seconded by Councillor Barclay

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

A.3823 TO REVIEW THE TOWN COUNCIL'S WEBSITE AND APPROVE ACTION ACCORDINGLY

The Town Clerk reported that there was concern regarding the quality and cost effectiveness of the service provided by the company (Audana) that currently "hosted" the Council's website and, therefore, it was suggested that an alternative supplier should be appointed. It was essential to improve the website and ability to update it because of the requirements of devolution and the need to produce an electronic newsletter.

It was noted that the contract with the current supplier could be terminated with one month's notice. To this end, discussions had been held with Lou Jones who had been commissioned by the Council to design a new visual identity, who could provide a map for a new site, the web pages and the route to access those pages. The Council could then seek quotations for hosting and development of the site; Lou Jones would work with the appointed company to ensure that the all the necessary aspects of the website were integrated and implemented.

- A.3823.1 RESOLVED:** **that (a) to approve that Lou Jones design and plan a new website, that quotations then be sought for the development and hosting of the site and that the contract with the existing supplier be terminated at the appropriate time; and**
- (b) the necessary funding be allocated from Council's Amenities ear marked reserve.**

Proposed by Councillor Godolphin
Seconded by Councillor Dalley

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

A.3824 TO CONSIDER OPTIONS REGARDING A NEW NOTICEBOARD IN KEHELLAND AND APPROVE ACTION ACCORDINGLY

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The Amenities and Projects Officer reported that the Town Council was currently sharing the use of the noticeboard in Kehelland with the Kehelland Trust. As this noticeboard was now too small for such joint use, it was suggested that, bearing in mind that the Town Council's offices would be transferring to the Camborne Library building next year, the most cost effective solution would be for the existing noticeboard at the Town Council's Basset Road Offices to be relocated to the Camborne Library building and for the noticeboard currently located outside the Library to be transferred to Kehelland. It would be necessary for consultations to be undertaken with the community of Kehelland, including Councillor David Biggs, the Kehelland Trust and CORMAC (underground services) to determine a suitable location.

- A.3824.2 RESOLVED:**
- that (a) the existing noticeboard at the Town Council's Basset Road Offices be relocated to the Camborne Library building and the noticeboard currently located outside the Library be transferred to replace the existing noticeboard in Kehelland; and**
- (b) prior to implementing this proposal, consultations be undertaken with the community of Kehelland, including Councillor David Biggs, the Kehelland Trust and CORMAC (underground services).**

Proposed by Councillor Godolphin
Seconded by Councillor Ms Pearce.

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

- A.3825 TO RECEIVE A VERBAL REPORT FROM THE AMENITIES AND PROJECTS OFFICER REGARDING POTENTIAL WINTER FLORAL DISPLAYS IN THE TOWN CENTRE, APPROVE ACTION AND AUTHORISE EXPENDITURE FROM THE ENVIRONMENT BUDGET ACCORDINGLY (A.3273.4)**

The Amenities & Projects Officer reported that discussions had been held with K.C. Warne Services Ltd regarding the provision of winter floral displays in the Town Centre. It was recommended that, in order to do so, three new large planters should be purchased initially and, if successful, additional planters could then be purchased. However, if unsuccessful, the additional planters could be used instead for the summer floral displays.

K.C. Warne Services Ltd had advised that they would be prepared to work with the Town Council in respect of the choice of the most appropriate species to be planted.

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- A.3825.2 RESOLVED:** **that three new large planters be purchased initially at a cost of approximately £300 each from the Environment budget (A.3273.4) and the situation be kept under review.**

Proposed by Councillor Mrs Dalley
Seconded by Councillor Dalley

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

A.3826 TO APPROVE THE SPECIFICATION FOR THE 2018 FLORAL DISPLAY

The Town Clerk requested that the Committee approved the specification for the 2018 floral display in order that quotations could be submitted to the next meeting of this Committee.

Replying to a question, the Town Clerk reported that the Amenities & Projects Officer had successfully engaged with businesses in the Town Centre with a view to obtaining sponsorship. It was noted, however, that several businesses were experiencing financial difficulties in the current economic climate.

- A.3826.2 RESOLVED:** **that the specification for the 2018 floral display be approved.**

Proposed by Councillor Champion
Seconded by Councillor Godolphin

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

A.3827 TO RECEIVE A QUOTATION FOR HORTICULTURAL MAINTENANCE OF THE FLOWER BED LOCATED AT THE JUNCTION OF BASSET STREET AND SOUTH TERRACE, APPROVE ACTION AND AUTHORISE EXPENDITURE FROM THE ENVIRONMENT BUDGET (A.3804.2)

- A.3827.2 RESOLVED:** **that the quotation received from K.C. Warne Services Ltd. for the maintenance of the flower bed located at the junction of Basset Street and South Terrace be accepted in the sum of £125 (plus VAT) to remove debris and £30 (plus VAT) for monthly maintenance thereafter, and the expenditure be authorised from the Environment Budget (A.3804.2).**

Proposed by Councillor Godolphin
Seconded by Councillor Mrs Dalley

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

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**A.3828 TO RECEIVE A VERBAL REPORT REGARDING THE DISPOSAL OF
BROKEN AND REDUNDANT EQUIPMENT HELD AT UNIT 5 CARN BREA
BUSINESS PARK AND REMOVAL FROM THE ASSET REGISTER
ACCORDINGLY**

The Amenities & Projects Officer reported that Councillors Champion and Godolphin had inspected the broken and redundant equipment held at Unit 5, Carn Brea Business Park and this Committee had been provided a list of items to be removed.

Following receipt of quotes from companies, the relevant metal products had been removed, free of charge; however, it had been noted that a charge would always be made for general waste. In the circumstances, it was suggested that a skip should be obtained for the removal of general waste, subject to a cheaper alternative not being found.

**A.3828.2 RESOLVED: that a skip should be obtained for the
removal of general waste, subject to a
cheaper alternative not being found
and the associated expenditure was
approved.**

Proposed by Councillor Wilkins
Seconded by Councillor Champion

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

**A.3829 TO CONSIDER GRANTING DELEGATED AUTHORITY FOR THE ROUTE
FOR THE 2017 CHRISTMAS LANTERN PARADE TO FACILITATE THE
APPLICATION FOR THE NECESSARY ROAD CLOSURE ORDERS AND
AUTHORISE ACTION ACCORDINGLY**

The Town Clerk reported it was necessary that the applications for road closure orders should be submitted three months in advance of the event. The route would be the same as for previous years although it was hoped to finish at a different point, i.e. in Church Street, outside Camborne Church, instead of in Commercial Square. Discussions with schools and the police needed to be held to determine the final arrangements.

**A.3829.2 RESOLVED: that delegated authority be granted to
the Amenities & Projects Officer to agree
the route for the 2017 Christmas Lantern
Parade, subject to the approval of the
Police and the Headteacher of St
Meriadoc Infants School.**

Proposed by Councillor Mrs Dalley
Seconded by Councillor Mrs Pearce

On a vote being taken the matter was approved unanimously.

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A.3830 TO RECEIVE CORRESPONDENCE FROM THE WOODLAND TRUST REGARDING A TREE CHARTER LEGACY TREE AND APPROVE ACTION ACCORDINGLY

The Town Clerk asked Councillors to provide suggestions for the siting of the legacy tree which would be donated by the Woodland Trust.

A.3830.2 RESOLVED: **that the Woodland Trust be advised that the Town Council requests that the Tree Charter Legacy Tree should be a Sessile oak and that it should be planted at Park Road Playing Fields.**

Proposed by Councillor Champion
Seconded by Councillor Mrs Dalley

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

A.3831 TO CONSIDER THE PURCHASE OF A FAIRTRADE FLAG, APPROVE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

The Town Clerk reported that the Council had been invited by the Fair Trade Association to purchase a Fair Trade Flag. Councillors considered the request in view of the recent Full Council decision to refrain from purchasing additional flags due to the move to the library.

A.3831.2 RESOLVED: **that the Fair Trade Association be advised that (a) the Town Council does not wish to purchase a Fair Trade Flag; but**
(b) should such a flag be donated then the Town Council would be prepared to fly the flag on appropriate occasions.

Proposed by Councillor Godolphin
Seconded by Councillor Dalley

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

A.3832 TO RECEIVE CORRESPONDENCE FROM THE MINISTER AND TRUSTEES OF CAMBORNE WESLEY

A.3832.2 RESOLVED: **that the correspondence from the Minister and Trustees of Camborne Wesley, expressing their thanks for the quality of the floral display provided in the forecourt of Camborne Wesley, be received.**

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Proposed by Councillor Mrs Dalley
Seconded by Councillor Collins

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

There being no further business the Chairman closed the meeting at 7.55pm.

SIGNED BY THE CHAIRMAN.....

DATE

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