

**CAMBORNE TOWN COUNCIL
BUDGET AND DEVELOPMENT 23RD OCTOBER 2014**

MINUTES of the meeting of the Budget and Development Committee of Camborne Town Council held in the Clerk's Office, The Basset Centre, Basset Road, Camborne on Thursday 23rd October 2014 at 6.30 pm.

PRESENT Councillor R Webber (Chairman)
Councillor M Brown
Councillor T Chalker
Councillor Ms Z Fox
Councillor C Godolphin (ex officio)

In Attendance: Amanda Mugford, Town Clerk; Miss Melanie Negus, Administrative Assistant; three members of the public and Chris Rolley, of Chris Rolley Associates.

The Chairman explained the safety procedures to all present.

BD.2595 TO RECEIVE AND APPROVE APOLOGIES FOR NON-ATTENDANCE

BD.2595.2 RESOLVED: that the apologies from Councillors Everett, Odgers, White and Ms Robinson for non-attendance of the meeting of the Budget and Development Committee held on 23rd October 2014 were received

Proposed by Councillor Chalker
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

BD.2596 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.

BD.2597 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no dispensation requests.

BD.2598 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

Councillor Ms Fox entered the meeting at 6.32pm

BD.2599 TO RECEIVE AND APPROVE THE MINUTES OF THIS COMMITTEE HELD ON THE 25TH SEPTEMBER 2014 AND THE CHAIRMAN TO SIGN THEM

BD.2599.2 RESOLVED: that the minutes of the meeting of the Budget and Development Committee

**CAMBORNE TOWN COUNCIL
BUDGET AND DEVELOPMENT 23RD OCTOBER 2014
held on 25th September 2014 were
received approved and signed by the
Chairman**

Proposed by Councillor Webber
Seconded by Councillor Chalker

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

BD.2600 MATTERS ARISING, WHERE NO SUBSTANTIVE ITEM BELOW, FOR INFORMATION ONLY

The Chairman informed members that the Clerk's diligence in pushing to get the whole of Rosewarne Car Park listed as an Asset of Community Value had paid off.

BD.2601 TO RECEIVE THE APPOINTED COUNCILLORS INTERNAL AUDIT REPORT (COUNCILLOR R WHITE)

BD.2601.2 RESOLVED: that the Internal Audit report from Councillor White was received

Proposed by Councillor Chalker
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

BD.2602 TO APPOINT COUNCILLORS TO CARRY OUT THE INTERNAL AUDIT FOR NOVEMBER 2014 AND MARCH 2015

BD.2602.2 RESOLVED: that Councillor Webber was appointed to carry out an internal audit report for the month of November 2014; and Councillor Chalker was appointed to carry out an internal audit for the month of March 2015

Proposed by Councillor Webber
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

BD.2603 TO RECEIVE AND APPROVE THE STATEMENT OF PAYMENTS AND RECEIPTS, UNPRESENTED CHEQUE LIST AND BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2014 AND THE 2ND QUARTER VAT RETURN

BD.2603.2 RESOLVED: that the statement of payments and receipts, unrepresented cheque list and the bank reconciliation for the month of

CAMBORNE TOWN COUNCIL
BUDGET AND DEVELOPMENT 23RD OCTOBER 2014
September 2014 and the 2nd quarter VAT
return were received and approved

Proposed by Councillor Godolphin
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

BD.2604 TO APPROVE THE PAYMENT OF INVOICES RECEIVED FOR THE MONTH OF OCTOBER 2014; UP TO DATE SCHEDULED TABLED AT THE MEETING

The Town Clerk informed members of an addition to the payments list; the Mayor had submitted an expenses form that evening

BD.2604.2 RESOLVED: that the payment of invoices received for the month of October 2014 was approved

Proposed by Councillor Ms Fox
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

BD.2605 TO APPROVE PAYMENTS FOR THE MONTH OF OCTOBER 2014 MADE UNDER FINANCIAL REGULATION 3.4, 6.6 AND 7.2; UP TO DATE SCHEDULE TABLED AT THE MEETING

BD.2605.2 RESOLVED: that payments for the month of October 2014 made under Financial Regulations 3.4, 6.6 and 7.2 were approved

Proposed by Councillor Chalker
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

BD.2606 GRANT AID APPLICATIONS

i. Kehelland Methodist Church (Local Government (Miscellaneous Provisions) Act 1976)

A representative of Kehelland Church informed members that unexpected repairs needed to the Church Organ had used a large amount of the money that had been set aside for repairs to the Church Hall. They had been informed by Cornwall Councillor Viv Lewis that they would be receiving £125 following their application to the Community Fund; and that there was the possibility of a further £300 from another grant application. Many outside groups benefitted from the use of the Church Hall.

**CAMBORNE TOWN COUNCIL
BUDGET AND DEVELOPMENT 23RD OCTOBER 2014**

BD.2606.2 RESOLVED AS A SUBSTANTIVE MOTION:

**to donate to Kehelland Methodist Church
£750; £500 to be taken from the
Community Support budget cost code 68
Voluntary Services; £100 from cost code
71 disabled; £100 from cost code 72
Senior Citizens; and £50 from cost code
73 Youth Development; under legal
power (Local Government
(Miscellaneous Provisions) Act 1976)**

Proposed by Councillor Webber
Seconded by Councillor Brown

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

ii. Troon Village Association (Local Government Act 1972 s.144)

A representative of Troon Village Association informed members that they had limited funds, most of which were earmarked to provide a skate park. The Engine House planters would make a very welcoming statement at either end of the village and were in keeping with its industrial heritage. She would be contacting Duchy College or Kehelland Trust in the hope of getting a volunteer student to help with the planting. The Town Clerk offered to help liaise with Duchy College and Kehelland Trust.

BD.2606.3 RESOLVED AS A SUBSTANTIVE MOTION:

**that on receipt of a copy of the annual
accounts, to donate £700 to Troon
Village Association; £500 to be taken
from the Community Support budget
cost code 68 Voluntary Services; £200
from cost code 69 Arts & Crafts; under
legal power LGA 1972 s.144**

Proposed by Councillor Godolphin
Seconded by Councillor Brown

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

Three members of the public left the meeting.

BD.2607 TO RECEIVE A REPORT FROM THE CLERK ON HEALTH AND SAFETY AND WELFARE

The Town Clerk informed members that she had invited quotes from a number of companies for a Fire Risk Assessment on the Workshop/Store but had only received one reply. On contacting Cornwall Council for an up-to-

**CAMBORNE TOWN COUNCIL
BUDGET AND DEVELOPMENT 23RD OCTOBER 2014**

date Fire Risk Assessment on the Town Council offices she had established that it was responsible for the office fire extinguishers.

The Town Clerk asked members if they had any objections to the replacement of the staff kitchen's broken kettle or to the purchase of a toaster for staff use. Members felt that the Town Clerk should be given authority to address these minor issues without having to ask; they had no objection to the replacement of the kettle or the purchase of a toaster.

Members discussed the need of a fire extinguisher in the Town Council's Land Rover, and asked for a report on this at a future meeting. Councillor Chalker questioned whether the marking of yellow lines for pedestrians at the Workshop/Store had been done. The Town Clerk referred to maintenance work needed on the floor; she had thought it best to get this work completed first.

BD.2607.2 RESOLVED: **that a deadline of 1st November 2014 was set for Cornwall Council to bring the office fire extinguishers up to Health and Safety regulations**

Proposed by Councillor Webber
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

BD.2607.3 RESOLVED: **that a report from the Town Clerk on Health and Safety and welfare was received**

Proposed by Councillor Chalker
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

BD.2608 TO RECEIVE CORRESPONDENCE FROM HSBC REGARDING CHANGES TO TERMS AND CONDITIONS FROM 1ST DECEMBER 2014

The Town Clerk informed members that the variation notice had not been received with the correspondence; she had contacted the bank requesting it but had still not been received. Furthermore, that there had been problems with the bank regarding this year's mandate.

BD.2608.2 RESOLVED: **that correspondence from HSBC regarding changes to Terms and Conditions from 1st December 2014 was received**

Proposed by Councillor Chalker
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

**CAMBORNE TOWN COUNCIL
BUDGET AND DEVELOPMENT 23RD OCTOBER 2014**

BD.2609 TO CONSIDER INVITING A REPRESENTATIVE FROM UNITY TRUST BANK TO MAKE A PRESENTATION REGARDING THE BANKING SERVICES IT PROVIDES AND AGREE APPROPRIATE ACTION

BD.2609.2 RESOLVED: **that a representative from Unity Trust Bank be invited to make a presentation at a future Budget and Development meeting, regarding the Banking services it provides**

Proposed by Councillor Chalker
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

BD.2610 TO RECEIVE CORRESPONDENCE FROM TOZERS SOLICITORS AND AGREE ANY APPROPRIATE ACTION

Members discussed devolution; and that the Town Council could in the near future need specialist advice. The Town Clerk informed members that the prospective agreement offered by Tozers Solicitors would require only one month's notice of termination.

BD.2610.2 RESOLVED: **that correspondence from Tozers Solicitors was received; and that on conclusion of the Town Council's Root and Branch Review, Tozers Solicitors be invited to do a presentation at a future Budget and Development meeting**

Proposed by Councillor Godolphin
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

BD.2611 TO RECEIVE RECOMMENDATIONS FROM THE AMENITIES COMMITTEE REGARDING REPAIRS TO THE NOTICE BOARD IN COMMERCIAL SQUARE, AGREE ACTION AND AUTHORISE EXPENDITURE FOR ANY NOTICEBOARDS IN THE PARISH THAT HAVE BEEN IDENTIFIED AS NEEDING REPAIR

Councillor Webber informed members of several complaints received from the public regarding the clouded Perspex of the notice boards, outside the Town Council office and at Troon.

BD.2611.2 RESOLVED: **that recommendations from the Amenities Committee regarding the repairs to the notice board in Commercial Square were received and approved**

**CAMBORNE TOWN COUNCIL
BUDGET AND DEVELOPMENT 23RD OCTOBER 2014**