

**CAMBORNE TOWN COUNCIL
ANNUAL MEETING 8TH MAY 2014**

MINUTES of the Annual Meeting of Camborne Town Council held the Upper Room, Camborne Wesley Methodist Chapel, Chapel Street, Camborne on Thursday 8th May at 6.00 pm.

PRESENT Councillor C Godolphin Chairman
Councillor T Chalker Vice Chairman (from point mentioned)
Councillor M Brown
Councillor M N Champion
Councillor J Chapman
Councillor A Crickett (until point mentioned)
Councillor Mrs V Dalley
Councillor D Everett
Councillor Ms Z Fox
Councillor J E Gillingham
Councillor Ms J Merrick
Councillor S Odgers
Councillor Ms J Robinson
Councillor J Rowe
Councillor R Webber (from point mentioned)
Councillor R B White

In Attendance: Amanda Mugford, Town Clerk; Mrs B Pascoe, Deputy Town Clerk; Miss M Negus, Administrative Assistant; 28 members of the Public and one member of the press.

The Chairman explained the safety procedures to all present.

C.3030 TO ELECT AND INSTALL THE TOWN MAYOR FOR THE ENSUING YEAR AND TO RECEIVE THE REMARKS FROM THE RETIRING MAYOR

The retiring Mayor, Councillor Champion welcomed everyone to the meeting. He was pleased to announce that Camborne Town Council had received the highest award from Cornwall In Bloom, a Full Bloom Award in Categories First Impressions/Quality of the Environment, Town Centres and Best Eco Initiative. It had been a difficult year, many new councillors had been elected at the May elections and the Town Clerk had been ill for several months. The Council had purchased a new store which would allow for expansion and should save the Council up to £400K over the next 40 years, enabling the Council to take on devolved services.

There were two nominations for Mayor, Councillor Godolphin, proposed by Councillor Champion, seconded by Councillor Ms Fox and Councillor Chalker proposed by Councillor Ms Robinson, seconded by Councillor Crickett. Councillor Crickett requested a script ballot

C.3030.2 RESOLVED: that Councillor Godolphin was elected as Mayor for the municipal year 2014/2015

Proposed by Councillor Champion
Seconded by Councillor Ms Fox

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On a ballot vote being taken on the matter there were six votes for Councillor Chalker and eight votes for Councillor Godolphin.

C.3031 THE MAYOR MAKES THE DECLARATION OF ACCEPTANCE OF OFFICE

The Mayor, Councillor Godolphin signed the Declaration of Acceptance of Office.

The Mayor thanked all those who had supported him and said he would do his best. He had been a Councillor for 28 years and was delighted that he would be the first Councillor to hold the position of Chairman and Mayor. His consort for the year would be Miss Pauline Wilton. Miss Wilton was presented with the Consort's chain of office

Councillor Crickett left the meeting at 6.10 pm
Councillors Chalker and Webber entered the meeting at 6.10 pm

C.3032 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.3032.2 RESOLVED: that the apologies from Councillor Taylor and Charlotte Chadwick for non-attendance at the Full Council meeting on 8th May 2014 were received

Proposed by Councillor Champion
Seconded by Councillor White

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

C.3033 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.

C.3034 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no requests for Dispensations.

C.3035 TO APPOINT AND INSTALL THE DEPUTY MAYOR FOR THE ENSUING MUNICIPAL YEAR

C.3035.2 RESOLVED: that Councillor Chalker was elected as Deputy Mayor for the municipal year 2014/2015

Proposed by Councillor Mrs Dalley
Seconded by Councillor Ms Robinson

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

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C.3036 THE DEPUTY MAYOR MAKES THE DECLARATION OF ACCEPTANCE OF OFFICE

The Deputy Mayor signed the Declaration of Acceptance of Office.

C.3037 TO APPOINT MEMBERS, AS RECOMMENDED BY THE GROUP LEADERS, TO THE FOLLOWING PROGRAMME COMMITTEES: AMENITIES, BUDGET & DEVELOPMENT, PLANNING

The Town Clerk asked the Group Leaders for the recommendations for the programme committees. The proposals were that Councillor Ms Merrick replaced Councillor Everett on the Planning committee, Councillor Odgers replaced Councillor Chapman on the Planning Committee and Councillor Taylor replaced Councillor Odgers on the Amenities Committee. Following these recommendations it was

C.3037.2 RESOLVED: that Councillors Chalker, Chapman, Champion, Crickett, Mrs Dalley, Ms Fox, Godolphin, Ms Merrick and Taylor be appointed to the Amenities Committee for the municipal year 2014/2015

Proposed by Councillor Champion
Seconded by Councillor Rowe

On a vote being taken the matter was approved unanimously

C.3037.3 RESOLVED: that Councillors Brown, Chalker, Ms Fox, D Everett, Ms Robinson, Rowe, White Webber and Odgers be appointed to the Budget and Development Committee for municipal year 2014/2015

Proposed by Councillor Champion
Seconded by Councillor Rowe

On a vote being taken the matter was approved unanimously

C.3037.4 RESOLVED: that Councillors Brown, Crickett, Gillingham, Godolphin, Ms Merrick, Odgers, Robinson, Sanders, Taylor be appointed to the Planning Committee for the municipal year 2014/2015

Proposed by Councillor Champion
Seconded by Councillor Rowe

On a vote being taken the matter was approved unanimously

C.3038 TO APPOINT MEMBERS TO THE FOLLOWING:

The Town Clerk referred members to the list detailing the previous year's membership of the Awards Working Party, the Parish Plan Steering Group

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and the Corporate Governance Working Party and asked the Group Leaders if there were any changes. Following discussion it was:

AWARDS WORKING PARTY

- C.3038.2 RESOLVED:** that the Awards Working Party would remain unchanged as follows; Councillors Champion, Mrs Dalley, Godolphin, Odgers and Sanders be appointed to the Awards Working Party for the municipal year 2014/2015

Proposed by Councillor Godolphin
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

PARISH PLAN STEERING GROUP

- C.3038.3 RESOLVED:** that Councillors Crickett, Ms Fox, Ms Merrick, Ms Robinson, Odgers, Sanders and Taylor be appointed to the Parish Plan Steering Group for the municipal year 2013/2014

Proposed by Councillor Ms Merrick
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

CORPORATE GOVERNANCE WORKING PARTY

- C.3038.4 RESOLVED:** that Councillors Chalker, Champion, Gillingham, Godolphin, Ms Merrick, Odgers and Taylor be appointed to the Corporate Governance Working Party for the municipal year 2014/2015

Proposed by Councillor Ms Merrick
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

- C.3039 TO CONSIDER THE PAYMENT OF ANY SUBSCRIPTIONS FALLING TO BE PAID ANNUALLY**

- C.3039.2 RESOLVED:** to defer the payment of subscriptions falling to be paid annually to the Budget & Development Committee

Proposed by Councillor Odgers
Seconded by Councillor Champion

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On a vote being taken the matter was approved unanimously.

C.3040 TO RECEIVE SUCH COMMUNICATIONS AS THE PRESIDING CHAIRMAN MAY WISH TO LAY BEFORE THE COUNCIL

There were no such communications.

C.3041 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 79 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).

No member of the public wished to speak.

C.3042 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON THE 10TH APRIL 2014 AND THE CHAIRMAN TO SIGN THEM

C.3042.2 RESOLVED: that the minutes of the meeting of the Full Council held on the 10th April 2014 were received and signed by the Chairman

Proposed by Councillor Champion
Seconded by Councillor Godolphin

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

C.3043 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS.

i) Planning Committee 14th April 2014

C.3043.2 RESOLVED: that the minutes of the meeting of the Planning Committee held on the 14th April 2014 be received

Proposed by Councillor Brown
Seconded by Councillor Godolphin

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

ii) Planning Committee 28th April 2014

C.3043.3 RESOLVED: that the minutes of the meeting of the Planning Committee held on the 28th April 2014 be received

Proposed by Councillor Brown
Seconded by Councillor Everett

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

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iii) Amenities Committee 17th April 2014

C.3043.4 RESOLVED: that the minutes of the meeting of the Amenities Committee held on the 17th April 2014 be received

Proposed by Councillor Chalker
Seconded by Councillor Ms Merrick

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

iv) Budget and Development Committee 24th April 2014

C.3043.5 RESOLVED: that the minutes of the meeting of the Budget and Development Committee held on the 24th April 2014 be received

Proposed by Councillor Webber
Seconded by Councillor White

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

C.3044 TO RECEIVE AND APPROVE THE FINAL ACCOUNTS FOR THE FINANCIAL YEAR 2013 TO 2014 (BD.2487.2)

C.3044.2 RESOLVED: that the final accounts for the financial year 2013 to 2014 are received and approved

Proposed by Councillor Webber
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.3045 TO APPROVE THE RECOMMENDATIONS OF THE BUDGET AND DEVELOPMENT COMMITTEE, COMPLETE AND AGREE THE ANNUAL GOVERNANCE STATEMENT 2013 / 2014 ACCORDINGLY:

BD.2488.2 to recommend that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question one 'We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit regulations and proper practices'

C.3045.2 RESOLVED: that Full Council completes the Annual governance statement 2013/14 answering 'Yes' to question one 'We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit regulations and proper practices'

Proposed by Councillor Champion

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Seconded by Councillor Webber

On a vote being taken the matter was approved unanimously.

BD.2488.3 to recommend that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question two 'We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness

C.3045.3 RESOLVED: **that Full Council completes the Annual governance statement 2013/14 answering 'Yes' to question two 'We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness**

Proposed by Councillor Rowe
Seconded by Councillor Mrs Dalley

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

BD.2488.4 to recommend that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question three 'We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances'

C.3045.4 RESOLVED: **that Full Council completes the Annual governance statement 2012/13 answering 'Yes' to question three 'We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances'**

Proposed by Councillor Odgers
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

BD.2488.5 to recommend that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question four 'We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations'

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- C.3045.5 RESOLVED:** **that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question four 'We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations'**

Proposed by Councillor Champion
Seconded by Councillor Mrs Dalley

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

BD.2488.6 to recommend that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question five 'We carried out an assessment of risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required

- C.3045.6 RESOLVED:** **that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question five 'We carried out an assessment of risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required**

Proposed by Councillor Chalker
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

BD.2488.7 to recommend that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question six 'We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems

- C.3045.7 RESOLVED:** **that Full Council completes the Annual governance statement 2013/14 answering 'Yes' to question six 'We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems**

Proposed by Councillor Godolphin
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

BD.2488.8 to recommend that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question seven 'We took

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appropriate action on all matters raised in reports from internal and external audit'

- C.3045.8 RESOLVED:** **that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question seven 'We took appropriate action on all matters raised in reports from internal and external audit'**

Proposed by Councillor Champion
Seconded by Councillor White

On a vote being taken the matter was approved unanimously.

Eight members of the public entered the meeting at 6.33 pm

BD.2488.9 to recommend that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question eight 'We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in our accounting statements'

- C.3045.9 RESOLVED:** **that Full Council completes the Annual Governance Statement 2013/14 answering 'Yes' to question eight 'We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in our accounting statements'**

Proposed by Councillor Webber
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

BD.2488.10 to recommend that Full Council completes the Annual Governance Statement 2013/14 answering N/A to question nine 'Trust funds (including charitable) – in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

- C.3045.10 RESOLVED:** **that Full Council completes the Annual Governance Statement 2013/14 answering NA to question nine**

Proposed by Councillor Odgers
Seconded by Councillor White

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On a vote being taken the matter was approved unanimously.

C.3046 TO APPROVE THE ANNUAL RETURN, INCLUDING ACCOUNTING STATEMENTS, FOR THE FINANCIAL YEAR ENDED 31ST MARCH 2014 AND THE CHAIRMAN TO SIGN IT

C.3046.2 RESOLVED: that the Annual Return, including accounting statements, for the financial year ended 31st March 2014 is approved and signed by the Chairman

Proposed by Councillor Godolphin
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

C.3047 TO APPOINT REPRESENTATIVES TO THE FOLLOWING OUTSIDE BODIES AS RECOMMENDED BY THE GROUP LEADERS

Following discussion by members on the appointment of Councillors to represent the Council on the outside organisations, the following Councillors were duly proposed and seconded as representatives of the Council on the following organisations:

1. Association of Larger Local Councils in Cornwall (ALLCIC) (Councillors Odgers, Ms Merrick, Sanders + The Clerk)
2. Cornwall Association of Local Councils (CALC) (Councillors Odgers, Ms Merrick, Sanders + The Clerk)
3. Camborne Chamber of Commerce (The Mayor)
4. Cornish Language Fellowship (Councillor Champion)
5. Camborne Pool & Redruth Youth Cornwall Management Committee (Councillors Godolphin, Crickett, Ms Fox)
6. Camborne Regeneration Forum (The Mayor, Councillors White, Mrs Dalley)
7. Camborne Trevithick Day Committee (The Mayor, Deputy Mayor, Councillor Taylor)
8. Citizens Advice Bureau (Councillor Mrs Dalley)
9. CPIR Community Network Panel (Councillor Rowe)
10. Cornwall Community Flood Forum (Councillor Ms Merrick)
11. Cornwall Deaf Centre (Councillor Godolphin)
12. The Homeless Action Group (Councillor Crickett)
13. The Safer Camborne Project (Councillor Taylor)
14. Trevithick & Murdoch Area Panel (TAP & MAP) (Councillor D Everett)
15. West Cornwall CCTV (Councillor G Taylor)

Following discussion on this matter it was

C.3047.2 RESOLVED: to appoint the above named Councillors En Block as Town Council representatives to the above list of outside bodies

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Proposed by Councillor Godolphin
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.3048 TO NOTE THE APPOINTMENT OF THE MAYOR AS EX-OFFICIO TO
CAMBORNE TOWN BAND AND CAMBORNE TWINNING ASSOCIATION**

**C.3048.2 RESOLVED: to Note that the Mayor was appointed as
ex-officio to Camborne Town Band and
Camborne Twinning Association.**

Proposed by Councillor Champion
Seconded by Councillor Everett

On a vote being taken the matter was approved unanimously.

C.3049 TO CLOSE THE ANNUAL MEETING

There being no further business the Chairman closed the meeting at 6.44
pm

SIGNED BY THE CHAIRMAN.....

DATE

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