

**CAMBORNE TOWN COUNCIL
FULL COUNCIL 8TH JANUARY 2015**

MINUTES of the meeting of Camborne Town Council held in Room GW03 (Ground Floor West 03), Cornwall Council One Stop Shop, Dolcoath Avenue, Camborne on Thursday 8th January 2015 at 6.30 pm.

PRESENT Councillor C Godolphin Chairman
Councillor T Chalker Vice Chairman

Councillor M Brown
Councillor T Dalley
Councillor Mrs V Dalley
Councillor Ms Z Fox (from point mentioned)
Councillor J E Gillingham (from point mentioned)
Councillor Ms J Merrick
Councillor S Odgers
Councillor Ms J Robinson
Councillor G Taylor
Councillor R Webber
Councillor R B White

In Attendance: Amanda Mugford, Town Clerk; Beverley Pascoe, Deputy Town Clerk; Melanie Negus, Administrative Assistant; Ms C Chadwick, Cornwall Council; Mr D Biggs; Mr M Rule; one member of the press; 3 members of the public

The Chairman explained the safety procedures to all present.

C.3232 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.3232.2 RESOLVED: that the apologies from Councillors Champion, Chapman, Everett and Crickett for non-attendance at the meeting of the Full Council held on the 8th January 2015 were received

Proposed by Councillor White
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

No apologies were received from Councillor Sanders

Councillor Ms Fox entered the meeting at 6.34 pm

C.3233 CHAIRMAN'S ANNOUNCEMENTS

During the past month he had attended the following events in his capacity as Mayor:

- Camborne Fire Station for the Prince's Trust Final Presentation Event
- Camborne Church Bethlehem Market
- Penryn Christmas Lights Switch On
- Trelawney Court Christmas Fete
- The opening of the New Family Shop in Trelowarren Street

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- The Camborne Christmas Lantern Parade
- Camborne Church ceremony for the new vicar, Rev'd Olive Stevens

Councillor Gillingham entered the meeting at 6.36 pm.

The Deputy Mayor attended one event during the past month, the Camborne Science and International Academy awards ceremony. He commented that he was very pleased to report that the Academy was for the 2nd year the highest performing state school in Cornwall.

The Town Clerk informed members that she had attended the launch of the booklet documenting the history and work on restoring Carwynnen Quoit. The letter of congratulations sent by the Town Council was read out at the event and was very well received. A copy of the booklet was in the Town Council Office and available for inspection. Further copies were available to purchase at Cross Street News.

The Chairman reminded members that at meetings of the Programme Committees this month the appointed members would be setting the Committee budgets. All members of the Council were welcome to attend these meetings, but only the elected members to each committee would be able to vote or move a motion.

The Town Clerk advised members that the police had arranged a Police Liaison Meeting to be held at Camborne Police Station on Monday 12th January. This meeting was taking place between Parish Councils, Town Councils and the Police to improve communications. She had spoken with Inspector Mark Eccles who, to ensure representation was fair, recommended that a member from each of the Camborne Town Council Wards attend the meeting with the Town Clerk. It was agreed that Councillor Taylor, Pendarves Ward, Councillor Mrs Dalley, Roskear Ward, Councillor Ms Merrick, Treslothan Ward, and Councillor Odgers, Trelowarren Ward attend the meeting on Monday. It was not possible to confirm attendance of a Councillor from the Treswithian Ward as Councillor Brown was working on the 12th January and both Councillors Champion and Chapman had forwarded their apologies and were absent from this meeting.

C.3234 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.

C.3235 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no requests for dispensations.

C.3236 PUBLIC PARTICIPATION (subject to standing order 94 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).

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No member of the public wished to speak.

C.3237 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON THE 25TH NOVEMBER 2014 AND THE CHAIRMAN TO SIGN THEM

C. 3237.2 RESOLVED: that the minutes of the meeting of the Full Council held on the 25th November 2014 were received, approved and signed by the Chairman

Proposed by Councillor Godolphin
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

C.3238 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON THE 4TH DECEMBER 2014 AND THE CHAIRMAN TO SIGN THEM

C. 3238.2 RESOLVED: that the minutes of the meeting of the Full Council held on the 4th December 2014 were received, approved and signed by the Chairman

Proposed by Councillor Godolphin
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

C.3239 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS.

i) Planning Committee 8th December 2014

C.3239.2 RESOLVED: that the minutes of the meeting of the Planning Committee held on the 8th December 2014 be received

Proposed by Councillor Taylor
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

ii) Planning Committee 22nd December 2014

C.3239.3 RESOLVED: that the minutes of the meeting of the Planning Committee held on the 22nd December 2014 be received

Proposed by Councillor Taylor

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Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

iii) Amenities Committee 11th December 2014

C.3239.4 RESOLVED: that the minutes of the meeting of the Amenities committee held on the 11th December 2014 be received

Proposed by Councillor Ms Merrick
Seconded by Councillor Ms Fox

On a vote being taken matter was approved unanimously.

iv) Budget and Development Committee 17th December 2014

C.3239.5 RESOLVED: that the minutes of the meeting of the Budget and Development Committee held on the 17th December 2014 be received

Proposed by Councillor Webber
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

C.3240 TO NOTE THE MINUTES OF

i) Camborne Regeneration Forum 1st December 2014

C.3240.2 RESOLVED: that the minutes of the meeting of the Camborne Regeneration Forum held on the 1st December 2014 be noted

Proposed by Councillor Mrs Dalley
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

ii) Meeting 10th December with Bert Biscoe CC regarding the 2015 Parking Order

C.3240.3 RESOLVED: that the minutes of the meeting with Bert Biscoe CC regarding the 2015 Parking Order held on the 10th December 2014 be noted

Proposed by Councillor Godolphin
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously

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C.3241 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

Full Council 25.11.14 pg 2202 C.3205 The Town Clerk informed members that they had received advice from Cornwall Council that the cost of the election would be approximately £3700. An e-mail showing a breakdown of the costs was received this week which showed a cost of £5649. When she queried this, the officer had explained the figure had been miscalculated as the by-election to which the original estimate referred had been held in conjunction with a Cornwall Council election; this had reduced the cost to the Town Council. Going forward the Town Clerk recommended that the Council budget for a spend of £6K for each future election. Councillor Mrs Dalley said the Town Council should send a letter of protest.

Full Council 25.11.14 pg 2206 C.3212.10 The Town Clerk asked for guidance from members relating to the changes of names to the Standing Committees following the Root and Branch Review. Every time a policy or procedure was amended there was the opportunity to use the new names for the relevant committees. Going forward this would save a lot of time if the new names could be used immediately to save staff time in the next municipal year by reducing the number of documents that would need updating. By a show of hands, Members agreed to follow this procedure.

Full Council 25.11.14 pg 2208 C.3212.18 The Town Clerk said she had contacted BID Camborne regarding the provision of Community Toilets. They were very willing to meet with the Town Council to progress this. She asked members who they would wish to represent the Town Council so that she could set up a meeting with BID Camborne. It was agreed that the Mayor, Deputy Mayor, Chair and Vice Chair of the Amenities and Budget and Development Committees and the Town Clerk would attend this meeting.

For information, the Town Clerk advised that, following the recent meeting with Bert Biscoe on the 10th December, it had been intended to hold a follow up meeting on the 22nd December. Cornwall Council had sent the wrong information regarding the deadline for submitting a business plan so it had not been possible to hold this meeting as intended. She, together with Councillors and BID Camborne, had pulled everything together on the following Wednesday, 17th December, and submitted the Business Plan. The new parking order was now out for consultation and it was very disappointing to find that Cornwall Council had taken very little of the recommendations on board. The New Consultation Order was an agenda item for the next Amenities Committee meeting.

C.3242 TO RECEIVE QUESTIONS FROM MEMBERS OF WHICH PRIOR NOTICE HAS BEEN GIVEN

There were no questions from members.

C.3243 TO RECEIVE A REPORT FROM JON STONEMAN CC

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Deferred, as Councillor Stoneman was unable to attend this meeting and had forwarded his apologies.

C.3244 TO RECEIVE A PRESENTATION FROM MR M RULE REGARDING THE TOWANS RANGER PROJECT (P.3049.2)

Mr Rule had been in post as the Towans Project Officer for the past year with funding assistance from Hayle Town Council, Gwinear & Gwithian Parish Council and further funding from Gwithian Solar Park. The Towans was an area of coastland from Hayle to Godrevy with 18 different landowners. The Towans Partnership had been set up in 2002 to try and co-ordinate the area to protect the wildlife and the future of this Site of Special Scientific Interest. The area was heavily used by many people, but since the cuts at Cornwall Council there was no a dedicated ranger for the area. There was the potential to improve the use of the Towans by engaging schools, community groups, dog walkers etc.

The Towans Partnership was approaching various bodies to raise funds to allow creation of the new post of Towans Ranger. The ranger would work on practical site management, education, working with schools and colleges and involve volunteer groups and businesses. It was hoped to have the ranger in post by Easter for a period of three years. Hopefully local businesses would come on board and help to fund the project beyond the initial period.

Councillor Ms Merrick, who was the Town Council representative to the Towans Partnership, had been involved with this since the beginning. She said the site was accessed 52 weeks of the year and the post was key to co-ordinating its uses. She hoped the Council would support the initiative more than just in principle. Following further comments from members regarding the Towans it was agreed that a grant application form, and grant awards policy be sent to Mr Rule so that the Town Council could consider financial support.

C.3245 TO RECEIVE A REPORT FROM CHARLOTTE CHADWICK, COMMUNITY NETWORK MANAGER CORNWALL COUNCIL

Charlotte volunteered to help the Towans Partnership in her role as Community Network Manager. She was also helping the trustees of the Donald Thomas Centre organise a launch day for the Centre on Saturday 21st February from 11.30 to 2.00; Cornwall College, Camborne School, Tesco, a descendent of Donald Thomas and most importantly the users of the Centre were all involved. She hoped that any Cornwall Councillors who had money left in their Community Chest funds would be willing to donate to the Centre. This year's Community Chest funding deadline for spend was the 16th February. She was also supporting a group that was safeguarding Kehelland Mens Institute.

The Youth Conference was scheduled to take place on the 13th May in the morning and she would be meeting with schools to firm up the arrangements. The new County Councillor Community Chest funds had been reduced from £2195 to £2000 and would commence from the 1st April.

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The Speed Watch Committee, which Cornwall Councillor Paul White started, had nine volunteers who were waiting for a date from the police for training.

C.3246 TO RECEIVE A REPORT FROM MR D BIGGS REGARDING THE KEHELLAND INSTITUTE AND CHAPEL AND AGREE ANY APPROPRIATE ACTION

Notes from a meeting of residents of Kehelland held on the 17th December were circulated. Mr Biggs explained that over 50 residents had attended the meeting as there was concern that the Kehelland Men's Institute had closed and was for sale. The institute was built in 1936 by local people for local people and had one trustee and three committee members left. Part of its land was used as parking for the adjoining chapel and for the chapel's cesspit. The deeds dated back to 1936 and were very complex.

The constitution of the institute had recently been changed and last summer a decision was made by the Institute members to sell the institute. This could adversely affect the adjoining village hall and chapel. The loss of the institute car park and the chapel's cesspit would mean the hall would be unable to function. Also, any development on the site would effectively seal off the hall's rear fire exit. Documentation said the land was held in trust and there were issues over the land ownership as part of the site was held by Cornwall Council, the original owners of the land.

Ms Charlotte Chadwick read out an e-mail from the Cornwall Council legal department regarding the Kehelland Institute's charitable status, the issues over the ownership of the land and its possible sale. The trustees must be sure that

- they had permission to sell the property either in their governing documents or at law
- there was nothing in the governing documents that prevented them selling the property;
- the sale was in the charity's best interests and on the best terms reasonably obtainable, after taking written advice from a survey.

Following questions from members relating to the ownership of the land; signs that could be put up showing the land owned by Cornwall Council; support from the community to stop the sale; and the registering of the Institute as an asset of community value it was:

C.3246.2 RESOLVED: **that the report from Mr D Biggs regarding the Kehelland Institute and Chapel was received. The Town Council supported the nomination of the Kehelland Men's Institute as an asset of community value and requested that Cornwall Council register it as such under the provisions of the Localism Act**

Proposed by Councillor Godolphin
Seconded by Councillor Ms Merrick

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On a vote being taken the matter was approved unanimously

C.3247 TO APPROVE REVISED STANDING ORDERS (C.3212.5, C.3212.6 AND C.3212.6) AND AGREE ARRANGEMENTS REGARDING REFERENCES TO STANDING COMMITTEES

C.3247.2 RESOLVED: that the revised Standing Orders and the arrangements regarding the references to Standing Committees were approved

Proposed by Councillor Webber
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously

C.3248 TO RECEIVE CORRESPONDENCE FROM MR C ROLLEY REGARDING CIVIC HOSPITALITY AND MAKE RECOMMENDATIONS FOR 2015/2016 BUDGET

Councillors discussed the correspondence from Mr Rolley and the nature of refreshments appropriate to providing hospitality. The shortcomings of the Town Council's current office accommodation was thought to hinder any hospitality the Council may wish to give.

C.3248.2 RESOLVED: to receive the correspondence from Mr Rolley and to defer a decision regarding civic hospitality to the Budget and Development Committee to consider as part of the budget process

Proposed by Councillor Webber
Seconded by Councillor Ms Fox

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

C.3249 TO RECEIVE CORRESPONDENCE FROM THE NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC) REGARDING THE NEW LOCAL COUNCIL AWARD SCHEME AND AGREE ACTION (C.32120.2)

The Town Clerk explained that the existing Quality Council Status scheme would expire on 31st January 2015 and would be superseded by the Local Council Award Scheme. The green 'Q' on all Council documents will need to be removed from that date. The Town Council could apply for an automatic transition to the Foundation level of the new Local Council Award Scheme at no cost. The next two award levels were the Quality Award Level and the Quality Gold Award Level. Following discussion it was

C.3249.2 RESOLVED: to apply for automatic transition to the Foundation level of the new Local Council Award Scheme and defer to the summer

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**a decision on which Award level to apply
for**

Proposed by Councillor Webber
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously

C.3250 TO RECEIVE THE DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT CONSULTATION ON THE GOVERNMENT'S INTENTIONS TO MODERNISE PARISH POLL REGULATIONS AND AGREE ANY ACTION

Councillor Webber said this consultation was to modernise the process used for parish polls in small rural parishes; he considered it inappropriate for large parishes. The Town Clerk was concerned that the body of text indicated that the issue of polling cards should be at the sole discretion of the returning officer. Following discussion it was

C.3250.2 RESOLVED: to respond to question 1 'What are your views on the proposed trigger? That no poll shall be taken unless the poll is demanded by the majority of local government electors present at the meeting and the electors constitute not less than 10% of local government electors for the community or (5% if the parish electors exceed 6,000)

Proposed by Councillor Webber
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously

C.3250.3 RESOLVED: to approve the proposals to modernise voting arrangements and forward an additional response that polling cards should not be at the sole discretion of the Returning Officer

Proposed by Councillor Webber
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously

C.3250.4 RESOLVED: to approve the proposed criteria to sufficiently tighten the subject matter so that a poll can only be held on a parish issue?

Proposed by Councillor Godolphin
Seconded by Councillor Chalker

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On a vote being taken the matter was approved unanimously

- C.3250.5 RESOLVED:** **to approve the proposals to change the calculation date for the number of electors on the electoral register to 1 December; to provide that only one poll can be called on the same subject in a 12 month period; to provide that principal councils should place the results on their website and also on parish and town council websites where these are available; to issue guidance and encourage Returning Officers to provide a parish with an estimate of costs once a poll has been called and election arrangements agreed and to provide that after a poll has been called, the parish council should be able to publish a short, factual, balanced and objective statement about the question of the poll.**

Proposed by Councillor Ms Merrick
Seconded by Councillor White

On a vote being taken the matter was approved unanimously

- C.3251 TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL ON THE CONNECTING CORNWALL: 2030 IMPLEMENTATION PLAN FOR 2015-2019 AND AGREE ANY ACTION**

- C.3251.2 RESOLVED:** **to receive the correspondence from Cornwall Council on The Connecting Cornwall Implementation Plan for 2015-2019 and take no further action**

Proposed by Councillor Webber
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously

- C.3252 TO APPROVE A COMMUNICATIONS STRATEGY FOR CAMBORNE TOWN COUNCIL (C.3212.13)**

- C.3252.2 RESOLVED:** **that the Communications Strategy for Camborne Town Council is approved**

Proposed by Councillor Godolphin
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously

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C.3253 TO APPROVE A LONE WORKER POLICY FOR CAMBORNE TOWN COUNCIL AS RECOMMENDED BY THE BUDGET AND DEVELOPMENT COMMITTEE (BD.2657.2)

C.3253.2 RESOLVED: that the Lone Worker Policy is approved

Proposed by Councillor Webber
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously

C.3254 TO APPROVE A POLICY FOR ABNORMAL WEATHER CONDITIONS AS RECOMMENDED BY THE BUDGET AND DEVELOPMENT COMMITTEE (BD.2656.2)

C.3254.2 RESOLVED: that the Abnormal Weather Conditions Policy is approved

Proposed by Councillor Brown
Seconded by Councillor Taylor

On a vote being taken the matter was approved unanimously

There being no further business the Chairman closed the meeting at 7.52 pm.

SIGNED BY THE CHAIRMAN.....

DATE

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