

**CAMBORNE TOWN COUNCIL
FULL COUNCIL 13TH FEBRUARY 2014**

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 13th February 2014 at 6.30 pm.

PRESENT Councillor M N Champion Chairman

Councillor M Brown
Councillor T Chalker
Councillor J Chapman
Councillor D Everett
Councillor Ms Z Fox
Councillor J E Gillingham
Councillor C Godolphin
Councillor Ms J Merrick
Councillor S Odgers
Councillor J Rowe
Councillor A Sanders
Councillor R Webber
Councillor R B White

In Attendance: Amanda Mugford, Town Clerk; Mrs B Pascoe, Deputy Town Clerk; Mr Andrew Richards, Cornwall Council until point mentioned; Ms Charlotte Chadwick, Cornwall Council, until point mentioned

The Chairman explained the safety procedures to all present.

C.2945 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.2945.2 RESOLVED: that the apologies from Councillors Taylor, Ms Robinson, Mrs Dalley and Crickett for non attendance at the meeting of the Full Council held on the 13th February 2014 are received

Proposed by Councillor Odgers
Seconded by Councillor White

On a vote being taken the matter was approved unanimously.

C.2946 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

Councillors Webber and Everett declared an interest in agenda item 19 relating to alternative venues to hold Town Council meetings as they were trustees to one of the possible venues.

C.2947 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no such requests.

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C.2948 CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed members of a St Pirans Day event to be held at Heartlands on Saturday March 8th.

C.2949 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 members of the public were present.

C.2950 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON THE 9TH JANUARY 2014 AND THE CHAIRMAN TO SIGN THEM

It was noted that at C.2935.2 page 2064 Councillor Chapman had been recorded as voting for the motion and also incorrectly recorded as abstaining from the vote.

C.2950.2 RESOLVED: that the minutes of the meeting of the Full Council held on the 9th January 2014 be received and approved with the amendment to the voting at C.2935 (removal of Councillor Chapman from the list of Councillors abstaining from the vote and change of the recorded vote to show two abstentions and not three) and signed by the Chairman

Proposed by Councillor Champion
Seconded by Councillor Odgers

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

C.2951 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS.

i) Planning Committee 13th January 2014

C.2951.2 RESOLVED: that the minutes of the meeting of the Planning Committee held on the 13th January 2014 be received

Proposed by Councillor Everett
Seconded by Councillor Gillingham

On a vote being taken the matter was approved unanimously.

ii) Planning Committee 27th January 2014

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C.2951.3 RESOLVED: **that the minutes of the meeting of the Planning Committee held on the 27th January 2014 be received**

Proposed by Councillor Gillingham
Seconded by Councillor Sanders

On a vote being taken the matter was approved unanimously.

iii) Amenities Committee 16th January 2014

C.2951.4 RESOLVED: **that the minutes of the meeting of the Amenities Committee held on the 16th January 2014 be received**

Proposed by Councillor Chalker
Seconded by Councillor Ms Merrick

On a vote being taken matter was approved unanimously.

iv) Budget and Development Committee 23rd January 2014

It was noted that the members of public attending the meeting was greater than the number recorded in the minutes. The Chairman of the Budget and Development Committee agreed to amend this before the minutes were received and approved at the next Budget and Development meeting.

C.2951.5 RESOLVED: **that the minutes of the meeting of the Budget & Development Committee held on the 23rd January 2014 be received**

Proposed by Councillor Webber
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

v) Standing Orders Working Party 28th January 2014

C.2951.6 RESOLVED: **that the minutes of the meeting of the Standing Orders Working Party held on the 28th January 2014 be received**

Proposed by Councillor Champion
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

C.2952 TO NOTE THE MINUTES OF

v) Camborne Regeneration Forum 6th January 2014

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- C.2952.2 RESOLVED:** **that the minutes of the meeting of the Camborne Regeneration Forum held on the 6th January 2014 be Noted.**

Proposed by Councillor Webber
Seconded by Councillor White

On a vote being taken the matter was approved unanimously.

vi) Trevithick Day Committee 13th and 23rd January 2014

- C.2952.3 RESOLVED:** **that the minutes of the meeting of the Trevithick Day Committee held on the 13th and 23rd January 2014 be Noted.**

Proposed by Councillor Sanders
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

- C.2953 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW.**

C.2940.2 page 2067; Councillor Webber updated members with information that the Government would not be capping Town and Parish Council Precepts for the year 2014/2015.

- C.2954 TO RECEIVE QUESTIONS FROM MEMBERS OF WHICH PRIOR NOTICE HAS BEEN GIVEN.**

Councillor Godolphin asked if it was still the policy for Councillors to give a written report or copy of minutes when attending meetings as Town Council appointed representatives to outside organisations. The Mayor confirmed this was still the policy, however, he also stated that some organisations met only occasionally so there was sometimes nothing to report.

- C.2955 TO RECEIVE A REPORT FROM ANDREW RICHARDS, HISTORIC ENVIRONMENT ADVICE TEAM LEADER, CORNWALL COUNCIL ON THE TOWNSCAPE HERITAGE INITIATIVE (THI) IN CAMBORNE, FUTURE OF THI AND AGREE ANY APPROPRIATE ACTION.**

Mr Richards explained the background to the THI project. Phase 2 of the project still had £300K to spend up to June 2016. It was strongly supported by English Heritage and funded by the Heritage Lottery Fund, Cornwall Council and Camborne Town Council. There were four staff members at Cornwall Council assigned to the project. Due to restructuring at Cornwall Council all staff members were at risk as there was no provision for THI in the new structure. Discussions were on-going, and interviews would commence in March but there was still a great deal of uncertainty relating to the future of the THI. If it did end this year there would be a 'clawback' of approximately £7,000 to the Town Council. Following his presentation Mr Richards answered questions on THI projects in the 'pipeline'; what action

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the Town Council could take; who, at Cornwall Council was in charge; confirmation that completed schemes were safe. There being no further questions it was

- C.2955.2 RESOLVED:** **to write a letter to Cornwall Council expressing Camborne Town Council's serious concerns at the possible loss of the THI**

Proposed by Councillor Ms Fox
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

- C.2955.3 RESOLVED:** **that a vote of thanks be given to Mr Richards and the whole THI team for all their hard work**

Proposed by Councillor Webber
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

Mr Richards left the meeting at 7.00 pm.

- C.2956 TO RECEIVE A REPORT FROM CHARLOTTE CHADWICK, CORNWALL COUNCIL COMMUNITY NETWORK MANAGER AND AGREE ANY ACTION.**

Ms Chadwick apologised for missing the last meeting as she had been away. She had been unable to prepare a written report and gave a verbal report on six items of interest.

She had conducted a survey of Dolcoath residents with Cornwall Councillor Paul White and Cornwall Council officer Vanessa Luckwell regarding residents parking. Most of the residents were in favour of such a scheme. In answer to questions from members Ms Chadwick said the cost of parking permits would be approximately £25 to £40 per year; only residents could apply for permits.

The Community Network Panel would be meeting on the 15th April at the Pool Innovation Centre from 7.00 to 9.00 pm. There were a lot of issues relating to jobs, debt and housing. The MP, George Eustice, would be attending. The consultation on the mobile library would also be discussed.

Camborne Regeneration Forum with the Community Network had arranged a meeting of the Camborne Youth Regeneration Forum for Friday 28th February from 9.00 to 12.30 pm at Camborne School. All schools were invited and there would be four workshops for young people to attend.

An Emergency Management Training Session had been arranged, the Town Clerk would report on this item later in the agenda.

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A Safer Camborne meeting was set for 6th May.

Together with Cornwall Councillor Paul White a Community Litter Pick had been arranged for Sunday 6th April from 9.30 to 12.00 at a location to be arranged.

C.2956.2 RESOLVED: **that the report from Charlotte Chadwick, Community Network Manager was received**

Proposed by Councillor Champion
Seconded by Councillor Fox

On a vote being taken the matter was approved unanimously.

C.2957 TO RECEIVE DETAILS OF A COMMUNITY RESILIENCE AND EMERGENCY PLANNING WORKSHOP AND AGREE ATTENDANCE.

The Clerk informed members that she had been working with Charlotte Chadwick and Vanessa Luckwell and they had agreed to work with the Town Council in producing a Community Resilience and Emergency Plan. A workshop had been arranged for the 3rd of April at the Pool Innovation Centre which would involve as many Community Groups across the Parish as possible. It would be the foundation for the Emergency Plan and those attending needed to bring their address books and contact details for everyone who could help in emergencies. A press release would be sent out nearer the time.

C.2958 TO RECEIVE A REPORT FROM THE TOWN CLERK REGARDING THE INDEPENDENT REVIEW FOR THE HANDYMAN'S WORKSHOP/STORE (C.2935.2), CONSIDER ATTENDANCE AT FULL COUNCIL OF MR C ROLLEY TO PRESENT HIS FINDINGS AND AUTHORISE ASSOCIATED EXPENDITURE IF APPROPRIATE.

The Clerk reported that Mr Chris Rolley had been appointed to carryout the independent review. She gave details of his background, qualifications and experience in local government. She had agreed a fixed cost for the review of £3,000 which involved one visit over several days to interview councillors and members of staff with an electronic report to follow in ten days. If the Council required Mr Rolley to present his report in person at the March Full Council meeting there would be a further fee of £500, which would need to be authorised.

C.2958.2 RESOLVED: **to invite Mr Rolley to present his report to the March Full Council meeting and authorise the additional £500 as requested.**

Proposed by Councillor Odgers
Seconded by Councillor Webber

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

The Clerk circulated correspondence she sent to the former Locum Town Clerk, at the request of Mr Rolley, asking that she meets with him. She also circulated an e-mail from Mr Rolley stating the request for payment was highly unusual, and the Former Locum Clerk's response. The former Locum Clerk agreed in principal to meet with Mr Rolley but asked for confirmation that her time and expenses would be covered at £50 per hour. The Mayor informed members that he was no longer in contact with the former Locum Clerk; in his opinion she should be paid, otherwise she would not meet Mr Rolley and the report would not be complete. Following further comments from members on the matter it was

- C.2958.3 RESOLVED: to pay the former Locum Clerk travel expenses and any loss of earnings resulting from her interview with Mr Rolley, the independent reviewer.**

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

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

Ms Chadwick left the meeting at 7.44pm

- C.2959 TO RECEIVE A REPORT FROM THE TOWN CLERK ON FUTURE CCTV PROVISION IN CAMBORNE, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE.**

The Clerk referred members to her report. Since sending the agendas she had received correspondence from Hayle Town Council and Cornwall Council which requested a letter of intent to be sent immediately. She informed members that a decision needed to be taken this evening on the course of action to be taken regarding additional funding for CCTV. If no funding was forthcoming the cameras would be decommissioned and removed; it would be highly unlikely that Camborne would ever get them back. Councillor Webber said he had a long discussion with Safer Camborne members at a meeting last week and it was their clear opinion that the CCTV service was vital. The precept had been raised for devolved services and this was a valued service. Following further discussion on this matter it was

- C.2959.2 RESOLVED: to send a letter of instruction and intent to Mr George, Community Safety Officer to commit to CCTV and that the Budget and Development Committee allocate the funds from the appropriate budget**

Proposed by Councillor Webber
Seconded by Councillor Ms Merrick

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

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C.2960 TO RECEIVE THE DRAFT SAFER CAMBORNE DELIVERY PLAN 2014/2015 AND AGREE ANY ACTION

It was noted that the deadline for a response had passed. The Clerk reported that although the deadline for a response had passed it was an important document that should be received by the Full Council. Any comments or actions could still be forwarded to the Safer Camborne Team.

C.2960.2 RESOLVED: to receive the Draft Safer Camborne Delivery Plan 2014/2015

Proposed by Councillor Champion
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.2961 TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL REGARDING THE HOME TO SCHOOL TRANSPORT POLICY AND AGREE ANY RESPONSE.

Members were extremely concerned at the proposals in the school transport consultation. It would put immense pressure on families, particularly those on a low income. The increase on the 2 mile walking limit to 3 miles for children aged 8 to 11 was unacceptable. Families with several children in the different age categories but at the same school would be seriously disadvantaged. Concerns were also expressed regarding the safety of young children walking to school

C.2961.2 RESOLVED: the Town Clerk drafts a formal letter stating all the concerns expressed at this meeting to be counter signed by Group Leaders before being sent to Cornwall Council

Proposed by Councillor Webber
Seconded by Councillor Odgers

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

Having declared an interest in the next agenda item, Councillors Webber and Everett left the meeting at 8.01 pm

C.2962 TO CONSIDER VENUES FOR FUTURE CAMBORNE TOWN COUNCIL MEETINGS, AGREE ANY ACTION AND AUTHORISE ASSOCIATED EXPENDITURE. C.2892.2

Members were circulated a list of six venues showing availability, cost, parking etc. Following discussion on the different merits of each of the venues it was

C.2962.2 RESOLVED: to continue to use the Cornwall Council One Stop Shop for meetings of the Town Council as required

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Proposed by Councillor White
Seconded by Councillor Ms Merrick

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

Councillors Everett and Webber returned to the meeting at 8.11pm

C.2963 TO APPROVE REVISED STANDING ORDERS AS RECOMMENDED BY THE STANDING ORDERS WORKING PARTY.

It was noted by the Chairman that Standing Order No.26 was shown as bold in the revised Standing Orders. Bold entries in the document were compulsory and Standing Order 26 stated 'The Mayor shall not hold office for more than two consecutive years.' This standing order was not compulsory and therefore should not be shown in bold.

Councillor Godolphin thanked the Town Clerk for her hard work preparing the revised standing orders.

C.2963.2 RESOLVED: to approve and accept the revised standing orders as recommended by the Standing Orders Working Party with the amendment to remove the bold print from Standing Order 26

Proposed by Councillor Godolphin
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

Councillor Merrick queried standing order 30 a) relating to giving apologies and reasons for absence. The Clerk explained that Councillors are summonsed to attend meetings and must attend unless a good reason can be given for their absence. Apologies and reasons for absence must be sent to the Council, the apology and reason for the apology is recorded. For security of members, only the apology is read out at a meeting not the reason for absence.

C.2964 TO APPROVE AND ADOPT REVISED FINANCIAL REGULATIONS AS RECOMMENDED BY THE STANDING ORDERS WORKING PARTY.

C.2964.2 RESOLVED: to approve and adopt the revised Financial Regulations as recommended by the Standing Orders Working Party

Proposed by Councillor Chalker
Seconded by Councillor Sanders

On a vote being taken the matter was approved unanimously.

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C.2965 TO APPROVE AND ADOPT THE ANNUAL INTERNAL AUDIT PLAN 2014/2015 AS RECOMMENDED BY THE RISK ASSESSMENT WORKING PARTY.

C.2965.2 RESOLVED: to approve and adopt the Annual Internal Audit Plan for 2014/2015 as recommended by the Risk Assessment Working Party

Proposed by Councillor Webber
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

C.2966 TO APPROVE TERMS OF REFERENCE AND CHANGE OF NAME TO THE CORPORATE GOVERNANCE WORKING PARTY FOR THE STANDING ORDERS WORKING PARTY AS RECOMMENDED BY THE STANDING ORDERS WORKING PARTY.

C.2966.2 RESOLVED: to approve the terms of reference and change of name of the Standing Orders Working Party to Corporate Governance Working Party

Proposed by Councillor Odgers
Seconded by Councillor White

On a vote being taken the matter was approved unanimously.

C.2967 TO REVIEW MEMBERSHIP AND APPOINT MEMBERS TO THE STAFFING WORKING PARTY (BD.2411 & 2412)

The Chairman advised members that the Staffing Working Party was very important and needed more members. In the past, group leaders, the Mayor and Deputy Mayor were members of the Committee. Following discussion on equality of representation and the urgency to arrange a date for the next meeting it was

C.2967.2 RESOLVED: to appoint the Mayor, Deputy Mayor, the leaders of each political group plus one additional member of each political group and Councillor Godolphin (Councillors appointed were Champion, Taylor, Ms Robinson, Chalker, Sanders, Ms Fox, Chapman, Ms Merrick, Odgers, Godolphin)

Proposed by Councillor Champion
Seconded by Councillor Ms Merrick

On a vote being taken the matter was approved unanimously.

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C.2968 TO AGREE A DATE FOR THE NEXT MEETING OF THE STAFFING WORKING PARTY.

- C.2968.2 RESOLVED:** that the date and time for the next meeting of the Staffing Working Party be set for Wednesday 26th February at 2.00 pm in the Council Offices.

Proposed by Councillor Champion
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

C.2969 TO APPOINT REPRESENTATIVE/S TO THE CAMBORNE PRODUCE MARKET (AM.3330.2)

- C.2969.2 RESOLVED:** to appoint Councillors Everett and Rowe as this Council's representatives to the Camborne Produce Market

Proposed by Councillor Champion
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

C.2970 TO AUTHORISE PAYMENT OF A CASH SALE INVOICE FROM HYDROSCAND LTD FOR THE SERVICE OF THE PRESSURE WASHER

The Clerk explained that this invoice had been brought to this meeting as the Council did not have an account with the Company and payment was required now.

- C.2970.2 RESOLVED:** to authorise payment of the cash sale invoice from Hydroscand Ltd for the service of the pressure washer

Proposed by Councillor Sanders
Seconded by Councillor White

On a vote being taken the matter was approved unanimously.

C.2971 TO CONSIDER BECOMING AN ACCOUNT HOLDER WITH HYDROSCAND LTD FOR FUTURE WORK ON HANDYMAN EQUIPMENT.

- C.2971.2 RESOLVED:** to become an account holder with Hydroscand Ltd for future work on handyman equipment

Proposed by Councillor Champion
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

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There being no further business the Chairman closed the meeting at 8.30pm.

SIGNED BY THE CHAIRMAN.....

DATE