

**CAMBORNE TOWN COUNCIL  
FULL COUNCIL 13<sup>TH</sup> NOVEMBER 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 13<sup>th</sup> November 2014 at 6.30 pm.

PRESENT Councillor C Godolphin Chairman  
Councillor T Chalker Vice Chairman

Councillor M Brown  
Councillor J Chapman  
Councillor A Crickett  
Councillor Mrs V Dalley  
Councillor Ms Z Fox  
Councillor Ms J Merrick  
Councillor S Odgers  
Councillor Ms J Robinson  
Councillor A Sanders (from point mentioned)  
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; 11 members of the public

The Chairman explained the safety procedures to all present.

**C.3178 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE**

**C.3178.2 RESOLVED: that the apologies from Councillors Everett and Champion for non-attendance of the meeting of the Full Council held on 13<sup>th</sup> November 2014 were received**

Proposed by Councillor Godolphin  
Seconded by Councillor Taylor

On a vote being taken the matter was approved unanimously.

No apologies were received from Councillor Gillingham.

Councillor A Sanders entered the meeting at 6.33 pm.

**C.3179 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman was sad to report that Councillor Everett was very ill and in hospital. A card had been sent on behalf of the Council.

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

- Falmouth Civic Service
- South West In Bloom Awards event in Camborne

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- The Royal British Legion Poppy Appeal launch in Camborne Town Square
- The Royal British Legion Special Remembrance Service at All Saints Church Tuckingmill
- The Cornwall in Bloom Awards in Truro
- Carn Brea Remembrance Service
- Portreath Remembrance Service
- Penryn Poppy Appeal Concert
- Camborne Remembrance Service
- Camborne Church Children's Remembrance Service
- Opening of the Camborne Music Festival

Since being elected to serve as Mayor he had attended 39 events including 7 Civic Services, 7 Award Ceremonies and 9 Remembrance Day Events.

The Deputy Mayor had attended the St Just Civic Service.

**C.3180 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**

Councillor Brown declared an interest in agenda item 19 relating to the telephone kiosk at Barripper as he was an employee of the telephone company.

**C.3181 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

There were no such requests.

**C.3182 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)**

No member of the public wished to speak.

**C.3183 TO MAKE AN EXTRAORDINARY TOWN PLAQUE AWARD TO MR AND MRS CHURCHES IN RECOGNITION OF THEIR OUTSTANDING CONTRIBUTION TO COMMUNITY WORK IN CAMBORNE**

Prior to the Mayor presenting their award, the Town Clerk explained that the nomination had come from Mr Treve James MBE COC, the Community Development Coordinator at All Saints Church Tuckingmill. In putting forward the nomination Treve wrote; Bonnie and Ken had been involved with the All Saints Centre since it opened. They had taken on many different roles over the years, caretaker, security, cleaning, running the Lunch Club and the Caring Community Club and had been outstanding community workers, fully committed to helping those in most need. They were unsung heroes and a great loss to the Centre when they stepped down. The Mayor presented the award and photographs were taken.

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Eight members of the public left the meeting at 6.43pm.

**C.3184 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON THE 16<sup>TH</sup> OCTOBER 2014 AND THE CHAIRMAN TO SIGN THEM**

Councillor Ms Robinson noted that the minutes had incorrectly shown her as being present, when she had forwarded her apologies for that meeting..

**C.3184.2 RESOLVED:** **that the minutes of the meeting of the Full Council held on the 16<sup>th</sup> October 2014 were received, approved and signed by the Chairman with the amendment to show that Councillor Ms Robinson was not present at the meeting**

Proposed by Councillor Godolphin  
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

**C.3185 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS**

i) Planning Committee 13<sup>th</sup> October 2014

**C.3185.2 RESOLVED:** **that the minutes of the meeting of the Planning Committee held on the 13<sup>th</sup> October 2014 were received**

Proposed by Councillor Taylor  
Seconded by Councillor Sanders

On a vote being taken the matter was approved unanimously.

ii) Planning Committee 27<sup>th</sup> October 2014

**C.3185.3 RESOLVED:** **that the minutes of the meeting of the Planning Committee held on the 27<sup>th</sup> October 2014 were received**

Proposed by Councillor Taylor  
Seconded by Councillor Sanders

On a vote being taken the matter was approved unanimously.

iii) Amenities Committee 9<sup>th</sup> October 2014

**C.3185.4 RESOLVED:** **that the minutes of the meeting of the Amenities committee held on the 9<sup>th</sup> October were received**

Proposed by Councillor Ms Merrick

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Seconded by Councillor Ms Fox

On a vote being taken matter was approved unanimously.

iv) Budget and Development Committee 23<sup>rd</sup> October 2014

**C.3185.5 RESOLVED: that the minutes of the meeting of the Budget and Development Committee held on the 23rd October 2014 were received**

Proposed by Councillor Webber  
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

**C.3186 TO NOTE THE MINUTES OF**

i) Camborne Regeneration Forum 3<sup>rd</sup> November 2014

**C.3186.2 RESOLVED: that the minutes of the meeting of the Camborne Regeneration Forum held on the 3<sup>rd</sup> November 2014 were noted**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

ii) Cornwall Association of Local Councils 22<sup>nd</sup> October 2014

**C.3186.3 RESOLVED: that the minutes of the meeting of the Cornwall Association of Local Councils held on the 22<sup>nd</sup> October 2014 were noted**

Proposed by Councillor Godolphin  
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

iii) National Association of Local Councils 14<sup>th</sup> October 2014

**C.3186.4 RESOLVED: that the minutes of the meeting of the National Association of Local Councils held on the 14<sup>th</sup> October 2014 were noted**

Proposed by Councillor Godolphin  
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

iv) Camborne Twinning Association 28<sup>th</sup> October 2014.

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- C.3186.5 RESOLVED:** **that the minutes of the meeting of the Camborne Twinning Association held on the 28<sup>th</sup> October 2014 were noted**

Proposed by Councillor Godolphin  
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

**C.3187 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW**

The Chairman thanked the staff and Councillors who attended the Vision Day on the 18<sup>th</sup> October.

Referring to the minutes of the CALC meeting he was disappointed that only the Town Clerk attended and not any of the appointed representatives. Councillor Ms Merrick commented that she thought she had been appointed as a representative but had not been contacted about the meeting. The Town Clerk said she would check if Councillor Merrick was a representative.

Councillor Ms Merrick noted from the Budget and Development minutes that she and the Mayor were to inspect the notice board in the Town Square once the repair had been done. She asked for clarification on when this inspection would take place. The Mayor said he would contact her once the work was complete.

**C.3188 TO RECEIVE QUESTIONS FROM MEMBERS OF WHICH PRIOR NOTICE HAS BEEN GIVEN**

There were no such questions.

**C.3189 TO RECEIVE A REPORT FROM CORNWALL COUNCILLOR ROBERT WEBBER (DEFERRED FROM LAST MEETING)**

Councillor Webber thanked the Mayor for his kind words about Councillor Everett, a fellow trustee at the Camborne Community Centre and Donald Thomas Centre.

He asked members, when speaking to Cornwall Council staff, to be mindful of the pressures that the staff were under during the ongoing pressures of budget cuts and staff redundancies.

He was a member of the Strategic Planning Committee at Cornwall Council; meetings were televised and could last up to eight or nine hours. One of the problems he experienced was that Cornwall Council had not adopted the Local Plan and as a consequence had very little planning policy in place. He hoped the Local Plan would be adopted in December.

He was also a member of the Audit Committee. There had been a breakdown between Cornwall Council and the NHS on the Early Intervention Service for ongoing care needs not being met. There had been a change of the Corporate

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Director and there was to be a management review and renewal of capital contracts.

He had attended resident's association meetings at both Troon and Pengegon and judged various competitions. He was pleased to report that the £200K of capital works at Camborne Community Centre and the Donald Thomas Centre was nearing completion. There was to be an open day at the Donald Thomas Centre of 6<sup>th</sup> December showing all the new improvements.

Comments made by Councillors following his report included the apparent resistance of the Western Area Planning Committee to oppose planning applications for fear of costly appeals; the need to look again at the 49K new homes for Cornwall; and the length of time taken over the Strategy Plan and its lack of vision on renewable energy.

**C.3190 TO RECEIVE THE RESULTS FOR THE CAMBORNE ENTRIES TO THE SOUTH WEST IN BLOOM AND CORNWALL IN BLOOM COMPETITION AND AGREE ANY ACTION**

The Chairman referred members to the list of prize winners circulated at the meeting. He was pleased to announce that Camborne Town Council had won a Silver award in the South West in Bloom Pennant competition and a Full Bloom Award in the Cornwall in Bloom competition this year.

**C.3190.2 RESOLVED: to write a letter of congratulations to all the Camborne Award winners of South West in Bloom and Cornwall In Bloom**

Proposed by Councillor Godolphin  
Seconded by Councillor Webber

On a vote being taken the matter was approved unanimously.

**C.3191 TO RECEIVE CORRESPONDENCE FROM BERT BISCOE CC REGARDING THE CORNWALL COUNCIL PARKING ORDER 2015 AND AGREE A RESPONSE**

The Town Clerk referred members to the additional information relating to car park usage and incomes which was circulated at the meeting.

Councillor Taylor commented that in his opinion Cornwall Council was looking to increase charges. He also questioned why Cornwall Council was saying the long stay car park was under-utilised and doubted they had a business plan for the car parks. Increasing charges would stop people coming into town and more money would be lost and business would suffer. He said he would welcome a face to face meeting with Cornwall Council to look at charges and ways of utilising the long stay car park to encourage more people to use it.

Other points raised were the promotion of the different offers and season tickets available; the failure of the parking machine to return change; the use

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of residential streets in the town being used by workers for parking whilst they were at work; devolution opportunities; the re-introduction of one hour parking; the BID Camborne promotion of free parking over the Christmas period; possibility of extending the time allowed for on-street parking in the restricted areas. Following this discussion it was:

- C.3191.2 RESOLVED:** **to respond to the Cornwall Council Parking Order 2015 consultation and recommend the following; no increased charges; re-introduce one hour parking throughout the year; promote season tickets and special deals; no parking metres on the streets. A copy of this response to be sent to Chamber of Commerce, Cornwall Councillors, BID Camborne**

Proposed by Councillor Webber  
Seconded by Councillor Crickett

On a vote being taken the matter was approved unanimously.

- C.3192 TO RECEIVE A REPORT ON THE TIMEFRAME FOR THE CAMBORNE TOWN COUNCIL BUDGET SETTING PROCESS FOR 2015/2016 AND AGREE A TIMETABLE FOR SETTING THE BUDGET**

The Town Clerk referred members to her report. She urged caution when setting the budget due to Cornwall Council's intention to devolve services to Town and Parish Councils, the level of Council Tax support funding, the Cornwall Council Budget cuts and the Autumn Statement which was still to be published. She had consulted with Cornwall Council regarding the timescale for setting the budget. Although Cornwall Council had set a deadline of 31<sup>st</sup> December, legally deadline for setting the budget was the 1<sup>st</sup> March, so the 29<sup>th</sup> January or the 5<sup>th</sup> February was acceptable. Members discussed the preferred dates and following discussion it was:

- C.3192.2 RESOLVED AS A SUBSTANTIVE MOTION:** **to agree the time-table as set out in the Town Clerk's Budget Setting report with discretion to the Town Clerk, Mayor and Deputy Mayor on the date of the extra ordinary Full Council Budget setting meeting for either the 29<sup>th</sup> January or 5<sup>th</sup> February 2015 and Cornwall Council to be notified accordingly.**

Proposed by Councillor Webber  
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

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A proposal moved by Councillor Godolphin, seconded by Councillor Chalker to set the extraordinary Full Council Budget Setting meeting on the 5<sup>th</sup> February was defeated by the Substantive Motion.

**C.3193 TO CONSIDER PUBLIC CONSULTATION TO INFORM THE 2015/2016 BUDGET, AGREE RESPONSIBILITIES AND ACTION AND AUTHORISE ANY ASSOCIATED EXPENDITURE**

Members agreed on the importance of consultation to the budget setting process and suggested several ways this could be achieved. These included, knocking on doors; leafleting to every household, (Councillors delivering to households in their wards); using the Town Council Newsletter; online surveys; social media; the inclusion of a leaflet with the Camborne Packet and face to face consultations in the Town Square. The Town Clerk explained that, as the Town Council used Cornwall Council IT services, social media was not an option, however the Town Council's own web site could be used. There followed further discussion on the form of consultation, questions to be asked and workload of staff. At the Vision Day members had discussed the services most at risk and those that could be devolved to the Town Council. It was agreed to use this as the basis for the questions with a format for putting them in order of importance. The Town Clerk said the Local Survey cost centre had sufficient funds to produce and distribute leaflets.

**C.3193.2 RESOLVED AS A SUBSTANTIVE MOTION:**

**that a Working Party comprising the Mayor, Deputy Mayor and Programme Committee Chairman be given delegated powers to develop and implement the consultation for the 2015/2016 Budget. Leaflets to be distributed to every household; Audana to develop the online survey; Councillors to hold a consultation event in the Town Square; and authorise payment of any additional hours the Administration Assistant will have to work preparing and collating the consultation.**

Proposed by Councillor Webber  
Seconded by Councillor Taylor

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

An amendment to the proposal moved by Councillor Fox, seconded by Councillor Sanders that the questionnaire is circulated to members for approval prior to proceeding with the consultation was defeated by the substantive motion.

All Councillors present volunteered to deliver leaflets in their wards and all but one Councillor at the meeting volunteered to take part in the Town Square consultations.



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**C.3194 TO CONSIDER THE FORMAT OF THE TOWN COUNCIL'S NEWSLETTER, AGREE ANY CHANGES AND AUTHORISE ANY ASSOCIATED EXPENDITURE**

The Town Clerk explained that historically the newsletter had been compiled three monthly and was retrospective in its content. She was currently working on the August to October newsletter. She had contacted Audana, the Town Council Web Designer and Administrator who could set up a digital monthly newsletter to be accessed by subscription. Paper versions would be made available at the Library and in the office

**C.3194.2 RESOLVED: to proceed with a digital monthly newsletter to be set-up by Audana, the Town Council Web Designer and Administrator as per their quotation.**

Proposed by Councillor Odgers  
Seconded by Councillor Crickett

On a vote being taken the matter was approved unanimously.

Councillor Brown having declared an interest left the meeting at 7.59pm

**C.3195 TO CONSIDER ADOPTING THE TELEPHONE KIOSK AT BARRIPPER, AGREE ACTION AND ASSOCIATED EXPENDITURE**

The Deputy Mayor, Councillor Chalker, said he had spent some time with the residents in Barripper and there was a strong feeling that they wished to retain the kiosk for a book share project similar to projects proposed at Bolenowe and Penponds. Councillor Ms Merrick was concerned that although there was a lot of goodwill from residents for the upkeep of all the kiosks, circumstances changed and ultimately the Town Council would be wholly responsible for all the kiosks. The Town Clerk said that the kiosks at Bolenowe and Penponds had been inspected by the Handyman and been washed down. Following further discussion it was

**C.3195.2 RESOLVED: to adopt the telephone kiosk at Barripper and authorise the associated expenditure**

Proposed by Councillor Chalker  
Seconded by Councillor Odgers

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

**C.3196 TO RECEIVE CORRESPONDENCE REGARDING THE RESTORATION OF CARWYNNEN QUOIT AND AGREE ANY ACTION**

Members were in agreement that this was a fantastic project and a real asset to Troon, Carwynnen, Camborne and West Cornwall. A walks brochure and new noticeboard for the site was in production. The organiser should be considered for a Town Plaque award to recognise this important cultural achievement.

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- C.3196.2 RESOLVED:** that correspondence regarding the restoration of Carwynnen quoit was received, a letter of congratulations be sent to Pip Richards. In addition Pip Richards be nominated to receive a Town Plaque award at the Annual Town Meeting

Proposed by Councillor Webber  
Seconded by Councillor Ms Merrick

On a vote being taken the matter was approved unanimously.

Councillor Ms Merrick reminded members of the Commemorative Book Launch, 'The Restoration of Carwynnen Quoit' at Troon Church Hall on Saturday 6<sup>th</sup> December.

- C.3197 TO APPROVE A RECRUITMENT POLICY FOR CAMBORNE TOWN COUNCIL AS RECOMMENDED BY THE BUDGET AND DEVELOPMENT COMMITTEE (BD.2616.2)**

- C.3197.2 RESOLVED:** that a Recruitment Policy for Camborne Town Council as recommended by the Budget and Development Committee (BD.2616.2) was approved

Proposed by Councillor Webber  
Seconded by Councillor Ms Merrick

On a vote being taken the matter was approved unanimously.

- C.3198 TO RECEIVE CORRESPONDENCE FROM YOUNG PEOPLE CORNWALL AND AGREE ANY ACTION**

Members discussed the correspondence from Young People Cornwall and their request to meet with the Town Council to discuss the needs of young people in the community. Following discussion it was

- C.3198.2 RESOLVED AS A SUBSTANTIVE MOTION:** to invite a representative from Young People Cornwall to attend a Full Council meeting to discuss youth services in the Camborne Parish

Proposed by Councillor Webber  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

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A proposal moved by Councillor Ms Fox, seconded by Councillor Godolphin to invite a representative from Young People Cornwall to give a presentation at the Amenities Committee was defeated by the Substantive Motion.

**C.3199 TO RECEIVE INFORMATION REGARDING EMPLOYMENT LAW SEMINARS, APPROVE ATTENDANCE BY THE TOWN CLERK AND ANY COUNCILLORS WITH APPROPRIATE RESPONSIBILITIES AND AUTHORISE EXPENDITURE ACCORDINGLY**

- C.3199.2 RESOLVED:** that the Town Clerk, and any member of the Staffing Working Party attend the Employment Law Seminar. Those members wishing to attend contact the Town Clerk by noon tomorrow to confirm their preferred date.

Proposed by Councillor Sanders  
Seconded by Councillor Webber

On a vote being taken the matter was approved unanimously.

**C.3200 TO APPROVE A REQUEST FROM THE TOWN CLERK TO ATTEND THE SOUTH WEST COUNCIL'S BUSINESS CASE AND SPECIFICATION WRITING TRAINING COURSE ON 17<sup>TH</sup> DECEMBER 2014 AND AUTHORISE ASSOCIATED EXPENDITURE**

The Town Clerk said that it was very important that she attended this course in view of the devolution of services from Cornwall Council. She had contacted SLCC to find out if this course could be delivered in Cornwall.

- C.3200.2 RESOLVED:** that a request from the Town Clerk to attend the South West Council's Business Case, and Specification Writing training course in Cornwall if possible, or Somerset on the 17<sup>th</sup> December 2014 was approved; and the associated expenditure authorised

Proposed by Councillor Godolphin  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**C.3201 TO APPROVE THE RECOMMENDATION FROM THE STAFFING WORKING PARTY SWP.87.2 TO CLOSE THE OFFICES FROM THE 24<sup>TH</sup> DECEMBER TO 2<sup>ND</sup> JANUARY INCLUSIVE**

- C.3201.2 RESOLVED:** that the recommendation from the Staffing Working Party SWP.87.2 to close the offices from the 24<sup>th</sup> December to 2<sup>nd</sup> January inclusive was approved

Proposed by Councillor Mrs Dalley

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Seconded by Councillor Sanders

On a vote being taken the matter was approved unanimously.

**C.3202 TO CONSIDER PURCHASING CHRISTMAS CARDS TO SEND TO OTHER TOWNS AND COMMUNITY GROUPS AND AUTHORISE ANY ASSOCIATED EXPENDITURE**

In answer to a question from Councillor Crickett on the number of cards previously sent out, the Town Clerk replied that the last Mayor to send cards was Councillor Mrs Charman who sent out approximately 100 cards.

**C.3202.2 RESOLVED: to purchase 150 Christmas cards to send to other Towns and Community Groups without the option of a calendar**

Proposed by Councillor Crickett  
Seconded by Councillor Mrs Dalley

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

**C.3203 TO RECEIVE CORRESPONDENCE FROM CHACEWATER PARISH COUNCIL**

**C.3203.2 RESOLVED: that correspondence from Chacewater Parish Council was received**

Proposed by Councillor Odgers  
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 8.27 pm.

SIGNED BY THE CHAIRMAN.....

DATE .....