

CAMBORNE TOWN COUNCIL
FULL COUNCIL 12th APRIL 2018

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 12th April 2018 at 6.30 pm.

PRESENT Councillor V Dalley Chairman
Councillor C Godolphin Vice Chairman
Councillor D Atherfold
Councillor M Champion
Councillor J P Collins
Councillor T Dalley
Councillor Ms Z Fox
Councillor J E Gillingham
Councillor R Goodman
Councillor J Herd
Councillor L Lemon from point mentioned
Councillor R Marshall
Councillor J Morgan
Councillor M Pearce
Councillor D Wilkins
Councillor G Winter

In Attendance: Amanda Mugford, Town Clerk; Janet Ritchie, Committee Support Officer; Samantha Hughes, Finance & Administration Officer (until point mentioned); Helen Fearnley, Cornwall Council Green Infrastructure for Growth Project Officer (until point mentioned); 4 members of the public.

The Chairman explained the safety procedures to all present.

C.4189 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.4189.2 RESOLVED: that the apologies from Councillors Barclay and Kelynack for non-attendance at the meeting of the Full Council held on 12th April 2018 were received

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

C.4190 CHAIRMAN'S ANNOUNCEMENTS

Events attended by the Mayor representing the Council were as follows:

March 21st Camborne Science and International Academy Nexus Centre;
March 23rd St John's School – received Certificate of Camborne's Fair Trade Status;
March 27th Official opening of new Red Cross Centre at Tolvaddon Business Park;
March 27th St Meriadoc Junior School for Port St Meriadoc Festival;

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Proposed by Councillor Collins
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

ii) Camborne Pool Illogan Redruth Community Network 16th January 2018

C.4196.3 RESOLVED: that the minutes of the meeting of the Camborne Pool Illogan Redruth Community Network held on 16th January 2018 were noted

Proposed by Councillor Fox
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

iii) Camborne Twinning Association 20th February 2018

C.4196.4 RESOLVED: that the minutes of the meeting of the Camborne Twinning Association held on 20th February 2018 were noted

Proposed by Councillor Wilkins
Seconded by Councillor Herd

On a vote being taken the matter was approved unanimously.

iv) Camborne Twinning Association 13th March 2018

C.4196.5 RESOLVED: that the minutes of the meeting of the Camborne Twinning Association held on 13th March 2018 were noted

Proposed by Councillor Collins
Seconded by Councillor Winter

On a vote being taken the matter was approved unanimously.

C.4197 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

- The Town Clerk advised that data from the CCTV could not be shared with anyone outside the Council as under the Data Protection Act the information was confidential.
- Camborne Town Council's representative to the Twinning Association was Councillor Mrs V Dalley.
- The Town Clerk advised that the Town Council currently used Cornwall Council's servers to store its data but that it would have its own IT facility at the Passmore Edwards Building.

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C.4198 TO RECEIVE QUESTIONS FROM MEMBERS OF WHICH PRIOR NOTICE HAS BEEN GIVEN

There were no questions from members.

Councillor Lemon entered the meeting at 7.10pm

C.4199 TO RECEIVE A PRESENTATION BY HELEN FEARNLEY, CORNWALL COUNCIL GREEN INFRASTRUCTURE FOR GROWTH PROJECT OFFICER AND AGREE ANY ACTION

Helen Fearnley, Cornwall Council Green Infrastructure for Growth Project Officer, gave a presentation detailing a proposed project of improvements by Cornwall Council to identified green spaces. A public consultation had been scheduled, commencing on 2nd May. A lengthy discussion took place and it was agreed to consider this Council's involvement when the results of the public consultation were known.

The Chairman thanked Ms Fearnley for her presentation.

C.4199.2 RESOLVED: that the presentation by Helen Fearnley, Cornwall Council Green Infrastructure for Growth Project Officer on the proposed improvement of identified Cornwall Council green spaces was received

Proposed by Councillor Godolphin
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

Ms Fearnley left the meeting at 7.24pm

C.4199.3 RESOLVED: that agenda item 22 was brought forward for discussion at this point in the meeting

Proposed by Councillor Godolphin
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4200 TO RECEIVE A REPORT REGARDING THE POTENTIAL TO PROVIDE A HOME FOR VEOR RFC AT PARK GERRY, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

A feasibility study by the Amenities & Projects Officer to provide a temporary home for Veor RFC at Park Gerry was considered by the Council. Discussion took place regarding the position and maintenance of the pitch area.

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The Town Clerk advised the meeting that having taken legal advice, the Town Council was in a position to issue a short term lease to Veor RFC for a rugby pitch at Park Gerry.

Mr Hollyoak, representing Veor RFC, advised the meeting that enquiries by the club to secure its own changing facilities were ongoing.

- C.4200.2 RESOLVED:** **that the report regarding the potential to provide a home for Veor RFC at Park Gerry was received and that a five year lease was offered, at a peppercorn rent, to Veor RFC for a rugby pitch at Park Gerry, maintenance to be by Veor RFC**

Proposed by Councillor Godolphin
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

- C.4201 THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED**

- C.4201.2 RESOLVED:** **that under the 1960 Public Bodies (Admission to Meetings) Act, the press and public were excluded**

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

All members of the public and Councillor Goodman left the room.

- C.4202 TO RECEIVE A REPORT FROM 3HW ARCHITECTURE AND DESIGN REGARDING THE REPAIR AND REFURBISHMENT OF THE PASSMORE EDWARDS BUILDING; APPROVE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE (TO FOLLOW)**

3HW reported that the main boiler had failed due to age. It was considered more prudent to purchase a replacement than to repair the existing unit; funds were available in the Library Earmarked Reserves. It was also agreed that a zip boiler for the staff room, which was part of 3HW's original quotation, was not required. Council approval was sought to purchase a bookcase for the Town Clerk's office.

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- C.4202.2 RESOLVED:** that a report from 3HW Architecture and Design regarding the repair and refurbishment of the Passmore Edwards Building was received and that the purchase of a new boiler was approved, using funds from the Library Earmarked Reserve and that the purchase of a bookcase for the Town Clerk's office was approved

Proposed by Councillor Godolphin
Seconded by Councillor Collins

On a vote being taken the matter was approved by a majority, with one abstention.

- C.4203 TO CONSIDER A VARIATION OF CONTRACTS UNDER FINANCIAL REGULATION 12.3, AGREE ACTION AND AUTHORISE EXPENDITURE ACCORDINGLY**

Discussion took place to consider options for planting of the courtyard at the Passmore Edwards Building, which was not included in the contract.

- C.4203.2 RESOLVED:** that a variation of contracts under Financial Regulation 12.3 was considered and that the Amenities Team was asked to design and implement the planting of the courtyard at the Passmore Edwards Building, with assistance from Councillor Barclay, up to an agreed amount of £3,000, to be funded from the Green Spaces Reserve

Proposed by Councillor Ms Fox
Seconded by Councillor Atherfold

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

The Town Clerk reminded the meeting that the reason for unforeseen increases to the contract was because of the condition of the Library building left by Cornwall Council. There had been no response to date from Cornwall Council to the request for additional financial assistance.

- C.4204 TO RECEIVE CORRESPONDENCE FROM NEWQUAY TOWN COUNCIL REGARDING COUNCIL CHAMBER FURNITURE, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

The Town Clerk advised members that funds had already been allocated in the budget for furnishing the Passmore Edwards Building, which were separate from the building works.

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- C.4204.2 RESOLVED:** **that correspondence from Newquay Town Council regarding Council Chamber furniture was received and the quotation by RG Kellow Ltd to provide bespoke Council Chamber furniture was approved with expenditure authorised from the New Offices Earmarked Reserve**

Proposed by Councillor Godolphin
Seconded by Councillor T Dalley

On a vote being taken the matter was approved unanimously.

- C.4204.3 RESOLVED:** **that the Council granted delegated authority to the Mayor, Deputy Mayor and Town Clerk to purchase seating for the Council Chamber.**

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Atherfold,

On a vote being taken the matter was carried unanimously.

- C.4205 TO RECEIVE A VERBAL REPORT FROM THE TOWN CLERK REGARDING THE TRANSFER OF THE LIBRARY SERVICE TO THE COUNCIL AND AGREE ANY ACTION ACCORDINGLY**

The Town Clerk reported that Cornwall Council had undergone revised due diligence on their library staff following a six month period at the One Stop Shop; a review was scheduled to start on 22nd May. This Council had taken legal advice regarding a comparison of the number of hours needed to run the library service with the ratio of staff to be transferred across under TUPE.

The Town Clerk advised the meeting that a survey by Cornwall Council indicated that public access terminals in the Library were being reduced by two.

Delegated authority was requested by the Town Clerk to purchase shelving for the Library as not all of the units provided by Cornwall Council were suitable for use in the refurbished building.

- C.4205.2 RESOLVED:** **that a verbal report from the Town Clerk regarding the transfer of the Library Service to the Council was received and that the Town Clerk was given delegated authority to purchase shelving for the library**

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Proposed by Councillor Ms Fox
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4206 TO RE-ADMIT THE PRESS AND PUBLIC

C.4206.2 RESOLVED: that the press and public were re-admitted

Proposed by Councillor Champion
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

Two members of the public and Councillor Goodman re-entered the meeting at 8.22pm.

C.4207 TO RECEIVE A VERBAL REPORT FROM THE TOWN CLERK REGARDING THE FURNITURE AND ASSOCIATED FIXTURES AND FITTINGS NEEDED AT THE PASSMORE EDWARDS BUILDING, AGREE ACTION AND AUTHORISE EXPENDITURE ACCORDINGLY

C.4207.2 RESOLVED: that a verbal report from the Town Clerk regarding the furniture and associated fixtures and fittings needed at the Passmore Edwards Building was received and that the Town Clerk was delegated authority to purchase the office furniture and fixtures & fittings as required

Proposed by Councillor Herd
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4208 TO RECEIVE A VERBAL REPORT FROM THE TOWN CLERK REGARDING DEVOLUTION OF GREEN SPACES, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

A meeting was scheduled with Cornwall Council representatives on 24th April to discuss Phase 2 Green Spaces and the Town Clerk recommended the meeting was attended by the Mayor, Amenities & Projects Officer and Town Clerk. As there were ongoing issues with the sewerage at the Scout Hut in Meneth Road the Town Clerk had taken legal advice on the extent of this Council's liability for historical charges by South West Water when the site was devolved. Permission for a Mining investigation of King George V Playing Field, which had been requested from Cornwall Council, was still outstanding. The Town Clerk requested permission to share the results of

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the Town Council's own mining investigation report on Grenville Gardens with Cornwall Council, to assist them in defence of a planning appeal.

- C.4208.2 RESOLVED:** **that a verbal report from the Town Clerk regarding devolution of green spaces was received and that the Town Clerk was granted permission to share the Town Council's mining investigation report on Grenville Gardens with Cornwall Council Planning Department**

Proposed by Councillor Collins
Seconded by Councillor Goodman

On a vote being taken the matter was approved unanimously.

- C.4208.3 RESOLVED:** **that this Council provided six sets of keys to the grounds staff at Camborne Recreation Ground to unlock the bollards and allow maintenance access, on condition that the bollards were re-sited immediately**

Proposed by Councillor Godolphin
Seconded by Councillor Atherfold

On a vote being taken the matter was approved by a majority (9 in favour, 6 against).

Councillor Champion voted against the motion and requested that the minutes recorded his vote.

- C.4208.4 RESOLVED:** **that Health and Safety signs, recommended by ROSPA, were purchased for the skateboard area at Treslothan Park**

Proposed by Councillor Godolphin
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

- C.4208.5 RESOLVED:** **that the Mayor, Town Clerk and Amenities & Projects Officer were authorised to attend a meeting with Cornwall Council on 24th April to discuss devolution of Phase 2 Green Spaces**

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

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On a vote being taken the matter was approved unanimously.

C.4208.6 RESOLVED: that the meeting was extended by 15 minutes

Proposed by Councillor Godolphin
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4209 TO RECEIVE CORRESPONDENCE FROM FIELDS IN TRUST REGARDING THE CENTENARY FIELDS PROGRAMME AND AGREE ACTION

The Town Clerk advised the meeting that Fields In Trust had identified Camborne Recreation Ground as a suitable site to be designated a Centenary Field due to its links with World War I and that this was supported in principle by Camborne RFC.

C.4209.2 RESOLVED: that correspondence from Fields in Trust regarding the Centenary Fields Programme was received and an application for Centenary Field designation for Camborne Recreation Ground be made to Fields in Trust accordingly.

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Ms Z Fox

On a vote being taken the matter was approved unanimously.

C.4210 TO RECEIVE STATUTORY GUIDANCE ON LOCAL GOVERNMENT INVESTMENTS AND APPROVE A BANKING & INVESTMENT STRATEGY FOR 2018/2019 ACCORDINGLY

It was suggested that Page 2 (Strategy) should read "surplus funds may be ..." The Town Clerk was seeking clarity from the accountant.

C.4210.2 RESOLVED: that Statutory Guidance on Local Government Investments was received, with amendments by this Council's accountant and that a Banking & Investment Strategy for 2018/2019 was approved

Proposed by Councillor Ms Fox
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

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C.4211 TO APPROVE THE EFFECTIVENESS OF INTERNAL CONTROLS AS RECOMMENDED BY THE CORPORATE GOVERNANCE WORKING PARTY (CG.075)

C.4211.2 RESOLVED: that the effectiveness of Internal Controls as recommended by the Corporate Governance Working Party (CG.075) was approved

Proposed by Councillor Morgan
Seconded by Councillor Marshall

On a vote being taken the matter was approved unanimously.

C.4212 TO APPROVE A SUPPLY OF SERVICES AGREEMENT

C.4212.2 RESOLVED: that a Supply of Services Agreement was approved

Proposed by Councillor Godolphin
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

C.4213 TO APPROVE A SERVICE LEVEL AGREEMENT

C.4213.2 RESOLVED: that a Service Level Agreement was approved

Proposed by Councillor Ms Fox
Seconded by Councillor Gillingham

On a vote being taken the matter was approved unanimously.

C.4214 TO APPROVE A TENDER SPECIFICATION FOR THE COUNCIL'S WEBSITE (TO FOLLOW)

C.4214.2 RESOLVED: that a Tender Specification for the Council's website was approved

Proposed by Councillor Champion
Seconded by Councillor Morgan

On a vote being taken the matter was approved unanimously.

C.4215 TO RECEIVE CORRESPONDENCE FROM ALOK SHARMA MP, MINISTER OF STATE FOR EMPLOYMENT

C.4215.2 RESOLVED: that correspondence from Alok Sharma MP, Minister of State for Employment, was received

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Proposed by Councillor Mrs V Dalley
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

C.4216 TO APPROVE THE RECOMMENDATIONS OF THE STAFFING COMMITTEE S.241.2, S.241.3, S.241.4

- C.4216.2 RESOLVED:** **to approve the use of Tozers LLP to provide services to ensure compliance with the EU General Data Protection Regulation (GDPR) and authorise the associated expenditure from the 2018/2019 Data Protection Regulation revenue budget (S.241.2)**

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

- C.4216.3 RESOLVED:** **that the Council approve work priorities as the Passmore Edwards building and library (repairs, refurbishment, move and transfer of service), End of Year accounts, Annual Audit, General Data Protection Regulation (GDPR) measures for compliance, the Annual Report, the Corporate Plan and the Staffing Review for the period 1st April 2018 to 1st September 2018 (S.241.3)**

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

- C.4216.4 RESOLVED:** **that the Council approve that Councillor membership of Standing Committees and Working Groups remains unchanged for the 2018/2019 municipal year (S.241.4)**

Proposed by Councillor Collins
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

- C.4217 TO APPROVE TERMS OF REFERENCE FOR CAMBORNE TOWN COUNCIL ANNUAL AWARDS AS RECOMMENDED BY THE AWARDS WORKING PARTY**

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- C.4217.2 RESOLVED:** that the Terms of Reference for Camborne Town Council Annual Awards as recommended by the Awards Working Party were approved

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

- C.4218 TO APPROVE THE RECOMMENDATIONS OF THE AWARDS WORKING PARTY FOR THE 2018 SID GODOLPHIN AWARD, CERTIFICATES OF ACHIEVEMENT AND TOWN PLAQUES**

- C.4218.2 RESOLVED:** that the recommendations of the Awards Working Party for the 2018 Sid Godolphin Award, Certificates of Achievement and Town Plaques were approved and that the Sid Godolphin Award 2018 be presented to Isabel Danson (Troon Community Primary School and Nursery); that Certificates of Achievement be presented to Georgina Akers (St Meriadoc Junior Academy), Bethany Brown (Centenary Drama Group and CD Kids) and Declan Jones (Camborne and District Air Training Corps); that the TR14ers be awarded a Town Plaque in recognition of the project's valuable hard work for young people and that Kevin Smith be awarded a Town Plaque in recognition of his dedication and work bringing stability and success to Scouting

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

- C.4219 TO RECEIVE THE CORNWALL COUNCIL GRASS CUTTING AGREEMENT 2018-2019 AND AUTHORISE ACTION ACCORDINGLY**

- C.4219.2 RESOLVED:** that the Cornwall Council Grass Cutting Agreement 2018-2019 was received and accepted

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Lemon

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On a vote being taken the matter was approved unanimously.

C.4220 TO APPROVE NOMINATIONS FOR THE TOWN MAYOR AND DEPUTY MAYOR FOR ELECTION AT THE ANNUAL GENERAL MEETING

Nominations for Mayor were:

- **Councillor Godolphin**
Proposed by Councillor Atherfold, Seconded by Councillor Godolphin;
- **Councillor Wilkins**
Proposed by Councillor Winter, Seconded by Councillor Marshall;
- **Councillor Ms Fox**
Proposed by Councillor Ms Fox, Seconded by Councillor Lemon.

C.4220.2 RESOLVED: that a ballot was held to select the Town Mayor and Deputy Mayor for election at the Annual General Meeting

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

C.4220.3 RESOLVED: that the finish time of the meeting was extended to 9.00pm

Proposed by Councillor Winter
Seconded by Councillor Mrs V Dalley

On a vote being taken the matter was approved unanimously.

The number of votes recorded were:

- Councillor Godolphin 2 votes;
- Councillor Wilkins 11 votes;
- Councillor Ms Fox 3 votes.

C.4220.4 RESOLVED: that Councillor Wilkins was selected as Town Mayor for election at the Annual General Meeting

Proposed by Councillor Winter
Seconded by Councillor Marshall

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

Nominations for Deputy Mayor were:

- **Councillor Mrs V Dalley**
Proposed by Councillor Collins
Seconded by Councillor Champion
- **Councillor Ms Fox**
Proposed by Councillor Ms Fox
Seconded by Councillor Lemon

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- **Councillor Godolphin**
Proposed by Councillor Atherfold
Seconded by Councillor Godolphin

The number of votes recorded were:

- Councillor Mrs V Dalley 10 votes;
- Councillor Ms Z Fox 4 votes;
- Councillor Godolphin 2 votes.

C.4220.5 RESOLVED: that Councillor Mrs V Dalley was selected as Deputy Mayor for election at the Annual General Meeting

C.4221 TO NOTE CORRESPONDENCE FROM BID CAMBORNE

C.4221.2 RESOLVED: that correspondence from BID Camborne was noted

Proposed by Councillor Champion
Seconded by Councillor Collins

On a vote being taken the matter was approved unanimously.

C.4222 TO RECEIVE CORRESPONDENCE REGARDING THE FORMATION OF A NEW SAFER CAMBORNE GROUP AND APPOINT A REPRESENTATIVE FOR THE PERIOD APRIL 2018 – MAY 2019

C.4222.2 RESOLVED: that correspondence regarding the formation of a new Safer Camborne Group was received and that Councillor Wilkins was appointed as representative for the period April 2018 – May 2019

Proposed by Councillor Wilkins
Seconded by Councillor Collins

On a vote being taken the matter was approved unanimously.

C.4223 TO AGREE ARRANGEMENTS FOR CORNISH LANGUAGE TRAINING (C.4067.2)

C.4223.2 RESOLVED: that Cornish language training was arranged for Monday 23rd April at 1pm at the Basset Centre

Proposed by Councillor Godolphin
Seconded by Councillor Marshall

On a vote being taken the matter was approved unanimously.

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C.4224 TO APPROVE AN AMENDED SCHEDULE OF MEETINGS

**C.4224.2 RESOLVED: that an amended Schedule of Meetings
was approved**

Proposed by Councillor Atherfold
Seconded by Councillor Goodman

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 9.03 pm.

SIGNED BY THE CHAIRMAN.....

DATE

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