

**CAMBORNE TOWN COUNCIL  
FULL COUNCIL 7<sup>TH</sup> DECEMBER 2017**

MINUTES of the meeting of Camborne Town Council held in Room GW03, Cornwall Council One Stop Shop, Dolcoath Avenue, Camborne, on Thursday 7<sup>th</sup> December 2017 at 6:30pm.

PRESENT Councillor V Dalley Chairman  
Councillor C Godolphin Vice Chairman  
Councillor D Atherfold  
Councillor J Barclay  
Councillor M Champion  
Councillor J Collins  
Councillor T Dalley  
Councillor Ms Z Fox  
Councillor J E Gillingham  
Councillor R Goodman  
Councillor V Kelynack  
Councillor L Lemon  
Councillor R Marshall  
Councillor M Pearce  
Councillor D Wilkins

In Attendance: Amanda Mugford, Town Clerk; Alec Webb, Amenities & Projects Officer; Samantha Hughes, Finance & Administration Officer; Janet Ritchie, Committee Support Officer; Two members of the public and Heather Kirkham (Minute Taker).

The Chairman explained the safety procedures to all present.

**C.4096 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE**

**C.4096.2 RESOLVED: that the apologies from Councillors Herd, Morgan and Winter for non-attendance at the meeting of the Full Council held on the 7<sup>th</sup> December 2017 were received**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**C.4097 CHAIRMAN'S ANNOUNCEMENTS**

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

**November:**

10<sup>th</sup> Children's Remembrance Service at Camborne Parish Church.  
11<sup>th</sup> Town War Memorial for the 11<sup>th</sup> commemoration.  
12<sup>th</sup> Remembrance Parade and laid wreath on behalf of the Council.  
14<sup>th</sup> Attended opening of Camborne Music Festival.



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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.4102 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS**

i) Planning & Development Committee 7<sup>th</sup> November 2017;

**C.4102.2 RESOLVED: that the minutes of the meeting of the Planning & Development Committee held on the 7<sup>th</sup> November 2017 were received**

Proposed by Councillor Collins  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

ii) Staffing Committee 15<sup>th</sup> November 2017;

**C.4102.3 RESOLVED: that the minutes of the meeting of the Staffing Committee held on the 15<sup>th</sup> November 2017 were received**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

iii) Finance & General Purposes Committee 26<sup>th</sup> October 2017

**C.4102.4 RESOLVED: that the minutes of the meeting of the Finance & General Purposes Committee held on the 26<sup>th</sup> October 2017 were received**

Proposed by Councillor Gillingham  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

iv) Finance & General Purposes Committee 23<sup>rd</sup> November 2017

**C.4102.5 RESOLVED: that the minutes of the meeting of the Finance & General Purposes Committee held on the 23<sup>rd</sup> November 2017 were received**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor Gillingham

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On a vote being taken the matter was approved unanimously.

v) Strategic Budget Working Group 6<sup>th</sup> November 2017

**C.4102.6 RESOLVED:** **that the minutes of the meeting of the Strategic Budget Working Group held on the 6<sup>th</sup> November 2017 were received**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

**C.4103 TO NOTE THE MINUTES OF:**

i) Camborne Twinning Association 11<sup>th</sup> September 2017

**C.4103.2 RESOLVED:** **that the minutes of the meeting of the Camborne Twinning Association held on the 11<sup>th</sup> September 2017 were noted**

Proposed by Councillor Collins  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

ii) Camborne Twinning Association 21<sup>st</sup> November 2017

**C.4103.3 RESOLVED:** **that the minutes of the meeting of the Camborne Twinning Association held on the 21<sup>st</sup> November 2017 were noted**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor Collins

On a vote being taken the matter was approved unanimously.

iii) Troon Village Association 17<sup>th</sup> October 2017

**C.4103.4 RESOLVED:** **that the minutes of the meeting of the Troon Village Association held on the 17<sup>th</sup> October 2017 were noted**

Proposed by Councillor Champion  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

iv) Camborne Regeneration Forum 6<sup>th</sup> November 2017

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- C.4103.5 RESOLVED:** **that the minutes of the meeting of the Camborne Regeneration Forum held on the 6<sup>th</sup> November 2017 were noted**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor R Marshall

On a vote being taken the matter was approved unanimously.

- v) Camborne Pool Illogan & Redruth Community Network 22<sup>nd</sup> November 2017

- C.4103.6 RESOLVED:** **that the minutes of the meeting of the Camborne Pool Illogan and Redruth Community Network held on the 6<sup>th</sup> November 2017 were noted**

Proposed by Councillor Collins  
Seconded by Councillor Ms Z Fox

On a vote being taken the matter was approved unanimously.

- C.4104 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW**

The Town Clerk referred to minute C.4081 regarding alternative ICT providers. The quotations were not available for this meeting but would go to the next Finance and General Purposes Committee meeting on the 20<sup>th</sup> December 2017.

- C.4105 TO RECEIVE QUESTIONS FROM MEMBERS OF WHICH PRIOR NOTICE HAS BEEN GIVEN**

None had been received.

- C.4106 TO CONSIDER AN APPLICATION FOR GRANT AID BY THE CAMBORNE TREVITHICK DAY ASSOCIATION AND AUTHORISE EXPENDITURE ACCORDINGLY (LOCAL GOVERNMENT ACT 1972 s.144)**

It was agreed by the Chairman that item 22 would be moved up the Agenda and would be dealt with following the next agenda item as they were both regarding the Trevithick Day Association.

- C.4106.2 RESOLVED:** **that Councillor Champion Chair the meeting in the absence of Councillors Mrs Dalley and Godolphin, due to their membership of the Trevithick Day Association**

Proposed by Councillor Mrs V Dalley

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Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

Councillors: Mrs V Dalley, T Dalley and C Godolphin left the room and Councillor Champion took the Chair.

Members discussed the matter and after some deliberation it was agreed that the Council should keep to the £9,500 as per already allocated in the budget.

- C.4106.3 RESOLVED: that the Camborne Trevithick Day Association be awarded a grant of £9,500 under the Local Government Act 1972 s.144**

Proposed by Councillor Ms Z Fox  
Seconded by Councillor L Lemon

On a vote being taken, the matter was approved unanimously.

- C.4107 TO APPROVE THE USE OF THE CAMBORNE TOWN COUNCIL COLOURS AND CREST BY THE CAMBORNE TREVITHICK DAY ASSOCIATION FOR FLAGS, BUNTING AND BANNERS**

Members discussed the matter and the consensus was that this was a good idea.

- C.4107.2 RESOLVED: that the use of the Camborne Town Council Colours and Crest by the Camborne Trevithick Day Association for Trevithick Day be approved**

Proposed by Councillor Ms Z Fox  
Seconded by Councillor L Lemon

On a vote being taken, the matter was approved unanimously.

Councillors: Mrs V Dalley, T Dalley and Godolphin re-entered the meeting at this point.

- C.4108 TO APPROVE AND ADOPT THE HEALTH, SAFETY AND WELFARE POLICY STATEMENT AND THE CHAIRMAN TO SIGN IT ACCORDINGLY**

Copies of the policy statements were tabled at the meeting.

- C.4108.2 RESOLVED: that the Health, Safety and Welfare Policy Statement and Environment Policy Statement be approved and adopted by the Council; and that the Chairman sign accordingly**

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Proposed by Councillor Godolphin  
Seconded by Councillor Champion

On a vote being taken, the matter was approved unanimously.

**C.4109 TO RECEIVE A VERBAL PROGRESS REPORT FROM THE TOWN CLERK ON THE DEVOLUTION OF PHASE 1 GREEN SPACES, AGREE ANY APPROPRIATE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE.**

The Town Clerk updated Members stating that not a lot had changed since the previous Full Council meeting. She was still waiting on Cornwall Council regarding the sign off for the Phase I Green Spaces. Cornwall Councillor Dave Biggs had chased the relevant Officers but as yet there was no change. The Town Clerk stated that she had received an email from the Community Network Link Officer confirming that Cornwall Council were ready to sign off on the Green Spaces, however, still no progress made. The Chairman urged those Cornwall Councillors in attendance to pursue the matter to get this resolved as soon as possible.

The Town Clerk also stated that Camborne R.F.C. had apparently been billed for the first quarter rent as the site had not yet transferred. Members stressed concern over the delays and confusion that appeared to be occurring.

**C.4109 RESOLVED that the verbal report from the Town Clerk regarding the devolution of Phase 1 green spaces was received**

Proposed by Councillor Godolphin  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**C.4110 TO APPROVE THE COMMISSIONING OF INVASIVE SPECIES TREATMENT AT GREEN SPACES TRANSFERRED TO CAMBORNE TOWN COUNCIL'S OWNERSHIP AND AUTHORISE THE ASSOCIATED EXPENDITURE (C.4000.3)**

**C.4110.2 RESOLVED: that the Commissioning of Invasive Species treatment at Green Spaces transferred to Camborne Town Council's ownership was approved: and; that the associated expenditure (C.4000.3) was authorised accordingly**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor V Kelynack

On a vote being taken, the matter was approved unanimously.

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**C.4111 TO RECEIVE A VERBAL PROGRESS REPORT FROM THE TOWN CLERK ON THE DEVOLUTION OF CAMBORNE LIBRARY, AGREE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE**

The Town Clerk referred to the 3HW report that had been tabled at the meeting. The wooden floor had been agreed to be laid in the Council Chamber, Staff office and Town Clerk's Office; the kitchen was to have vinyl flooring so the replacement floorboards were to be of a lower grade. The windows upstairs had been neglected; the extent of the works needed was not yet known but any that needed to be replaced would have to be like for like as it was a listed building. A second handout tabled showed the new banner that had been designed for display on the scaffolding during the works.

"Camborne Town Council working in partnership to repair and restore the historic Passmore Edwards building for future generations".

The Passmore Edwards building would not just be a library it would also be the Camborne Town Council Offices.

The Town Clerk then appraised Members as to the staffing situation of the library. Cornwall Council had stated that it was not in a position to give the Town Council any specific information regarding numbers of staff transferring under TUPE until the next meeting on 20<sup>th</sup> December 2017 which would be devoted to HR matters.

**C.4111.2 RESOLVED: that the verbal progress report from the Town Clerk on the Devolution of Camborne Library was received**

Proposed by Councillor Godolphin  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.4112 TO CONSIDER DESIGNS FOR SIGNS FOR THE LIBRARY AT THE PASSMORE EDWARDS BUILDING AND AGREE ACTION**

The Town Clerk referred to the agenda paperwork showing the proposed Cornwall Council signage for the library. Members discussed and expressed their concerns about the signs; comments included that they were not good for a listed building, too garish; not suitable for the visually impaired and reminded of a W.C. sign. The Town Clerk referred to the design from Lou Jones, Members preferred these and it was also suggested that the bi-lingual aspect of the signage be expanded upon. The point that the Passmore Edwards building was not just a library but also the offices for Camborne Town Council was made.

**C.4112.2 RESOLVED that the designs from Lou Jones for the signage at the Library at the Passmore Edwards building was approved; and;**

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**that negotiations with Cornwall Council  
regarding signs for the library proceed  
on the basis of this preferred design**

Proposed by Councillor Champion  
Seconded by Councillor Ms Z Fox

On a vote being taken the matter was approved unanimously.

Councillor M Pearce left the room for the next item.

**C.4113 TO RECEIVE A VERBAL REPORT FROM THE TOWN CLERK ON THE  
NEW LEASE FOR THE ENYS ROAD ALLOTMENTS WITH THE  
CAMBORNE PRODUCE ASSOCIATION AND AGREE ANY ACTION**

The Town Clerk informed Members that Camborne Produce Association had held an Extraordinary Meeting to discuss the subject of a 25 year lease for the Enys Road Allotments. It was well attended and including the postal and proxy votes there were no abstentions and no-one voted against; so the Association had unanimously agreed to a 25 year lease. They were, however, unable to sign the lease yet as they are awaiting the outcome from their application for charity status. The Town Clerk read out a letter from the C.P.A. thanking her for attending the Extraordinary Meeting.

**C.4113.2 RESOLVED: to receive the verbal report from the  
Town Clerk on the new lease for the  
Enys Road Allotments with Camborne  
Produce Association**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor V Kelynack

On a vote being taken the matter was approved unanimously.

Councillor M Pearce re-entered the meeting at this point.

**C.4114 TO CONSIDER A MOTION FROM COUNCILLOR MS Z FOX REGARDING  
UNIVERSAL CREDIT THAT THE COUNCIL:**

**WRITE TO THE SECRETARY OF STATE FOR WORK AND PENSIONS  
ASKING THAT THE SYSTEM OF UNIVERSAL CREDIT IS REDESIGNED  
IN SUCH A WAY THAT IT REMOVES THE INHERENT RISKS THAT THIS  
COUNCIL HAS EXPRESSED ITS CONCERNS OVER**

Councillor Ms Z Fox referred to the Agenda paperwork and the problems and issues that the system would cause to the residents in the community. A lively discussion ensued; comments included; the length of time it took to process and receive payment, the complexity of the system, that it would affect a large proportion of the residents in the area. The Town Clerk reminded Members that Westminster Protocol called for letters to be written



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Proposed by Councillor Mrs V Dalley  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

Councillor Lemon left the room at this point (7:43pm).

**C.4117 TO REVIEW THE COUNCIL'S CONSULTATION AND COMMUNITY ENGAGEMENT STRATEGY AND APPROVE AMENDMENTS ACCORDINGLY**

**C.4117.2 RESOLVED that the Council's Consultation and Community Engagement Strategy was approved**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor Collins

On a vote being taken the matter was approved unanimously.

Councillor Gillingham left the meeting at this point (7:44pm).  
Councillor Lemon returned to the meeting at this point (7:45pm).

**C.4118 TO REVIEW THE MAYORAL PROTOCOL AND ALLOWANCE POLICY AND APPROVE ANY AMENDMENTS ACCORDINGLY**

Members discussed and agreed that the last paragraph under the Travel section should be removed.

**C.4118.2 RESOLVED that subject to the last paragraph being removed; the Mayoral Protocol and Allowance Policy was approved**

Proposed by Councillor Collins  
Seconded by Councillor Champion

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

**C.4119 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.4119.2 RESOLVED that the press and public be excluded from the meeting under the 1960 Public Bodies (Admission to meetings) Act, due to the confidential nature of the business to be discussed.**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor Godolphin

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On a vote being taken the matter was approved unanimously.

**C.4120 TO APPROVE RECOMMENDATIONS OF THE STAFFING COMMITTEE S.168.2, S168.4, APPROVE ANY ASSOCIATED ACTION AND AUTHORISE EXPENDITURE ACCORDINGLY**

The Chairman read out recommendations; S.168.2 and S168.4 of the Staffing Committee.

**C.4120.2 RESOLVED that the recommendations S.168.2 and S.168.4 of the Staffing Committee were approved; and; that any associated expenditure be authorised accordingly**

Proposed by Councillor Godolphin  
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

**C.4120.3 RESOLVED that in the Town Clerk's absence any further negotiations with Cornwall Council regarding the devolution of Green Spaces be postponed until the Council is at full capacity; and to cancel all Public Estate and Devolution Working Group meetings until further notice**

Proposed by Councillor Champion  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

**C.4120.4 RESOLVED that in the absence of the Town Clerk, the responsibilities of the Proper Officer shall be delegated to the Amenities & Project Officer and the responsibilities of the Responsible Finance Officer (RFO) be delegated to the Finance & Administration Officer**

Proposed by Councillor Godolphin  
Seconded by Councillor Mrs V Dalley

On a vote being taken the matter was approved unanimously.

**C.4121 TO RECEIVE QUOTATIONS FOR WASTE MANAGEMENT SERVICES AT THE PARK, CAMBORNE RECREATION GROUND, APPROVE ACTION AND AUTHORISE EXPENDITURE ACCORDINGLY**

The Town Clerk clarified that only one quote had been received for the General Waste Removal at the Camborne Recreation Ground.

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**C.4121.2 RESOLVED**

**that the quote received from Biffa for the  
General Waste Removal at Camborne  
Recreation Ground was received and  
approved; and the expenditure was  
authorised accordingly**

Proposed by Councillor Mrs V Dalley  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at  
8:00pm.

SIGNED BY THE CHAIRMAN.....

DATE .....

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