

**CAMBORNE TOWN COUNCIL
FULL COUNCIL 8th NOVEMBER 2018**

MINUTES of the meeting of Camborne Town Council held in The Council Chamber, The Passmore Edwards Building, The Cross, Cross Street, Camborne on Thursday 8th November 2018 at 6.30 pm.

PRESENT Councillor D Wilkins Chairman
Councillor V Dalley Vice Chairman
Councillor D Atherfold
Councillor J Barclay
Councillor M Champion
Councillor J P Collins
Councillor T Dalley
Councillor Ms Z Fox
Councillor J E Gillingham
Councillor C Godolphin
Councillor R Goodman
Councillor V Kelynack
Councillor J Morgan
Councillor M Pearce
Councillor G Winter

In Attendance: Amanda Mugford, Town Clerk; Janet Ritchie, Committee Support Officer; Mr Paul Hill and Mr Steve Sandercock representing Skylite Associates Ltd; one member of the public

The Chairman explained the safety procedures to all present.

C.4362 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

C.4362.2 RESOLVED: that the apologies from Councillors Herd, Lemon & Marshall for non-attendance at the meeting of the Full Council held on 8th November 2018 were received

Proposed by Councillor Atherfold
Seconded by Councillor Barclay

On a vote being taken the matter was approved unanimously.

C.4363 CHAIRMAN'S ANNOUNCEMENTS

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

- October 21st Mayor's Civic Service, Camborne;
- October 25th Green Spaces Devolution Meeting with Cornwall Council;
- October 27th Poppy Launch in Town Square;
- October 27th Camborne RFC – dedication of grounds as a Centenary Field & presentation of plaque to Bill Hussey, President of Camborne RFC;

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- November 4th Carn Brea Remembrance Service – laid a wreath on behalf of Camborne Town Council.

Events attended by the Town Clerk representing the Council were as follows:

- October 21st Mayor's Civic Service, Camborne;
- October 27th Camborne RFC – dedication of grounds as a Centenary Field & presentation of plaque to Bill Hussey, President of Camborne RFC.

Members were advised that there was a leaving presentation to the Amenities & Projects Officer at 11.30 am on 9th November, which was his final day of employment with this Council.

C.4364 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

C.4364.2 Councillors T Dalley and Mrs V Dalley declared interest in agenda item 21 as Councillor T Dalley had written a proposed Foreword for the photographic book.

C.4365 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no written requests.

C.4366 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 90 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)

There were no suggestions from members of the public.

C.4367 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON THE 11th OCTOBER 2018 AND THE CHAIRMAN TO SIGN THEM

C.4367.2 RESOLVED: **that the minutes of the meeting of the Full Council held on the 11th October 2018 were received, approved and signed by the Chairman**

Proposed by Councillor Wilkins
Seconded by Councillor Winter

On a vote being taken the matter was approved unanimously.

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C.4368 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS

i) Planning & Development Committee 9th October 2018

C.4368.2 RESOLVED: that the minutes of the meeting of the Planning & Development Committee held on the 9th October 2018 were received

Proposed by Councillor Godolphin
Seconded by Councillor Morgan

On a vote being taken the matter was approved unanimously.

ii) Staffing Committee 16th October 2018

C.4368.3 RESOLVED: that the minutes of the meeting of the Staffing Committee held on the 16th October 2018 were received

Proposed by Councillor Wilkins
Seconded by Councillor Mrs V Dalley

On a vote being taken the matter was approved unanimously.

iii) Planning Committee 30th October 2018

C.4368.4 RESOLVED: that the minutes of the meeting of the Planning Committee held on the 30th October 2018 were received

Proposed by Councillor Godolphin
Seconded by Councillor Mrs V Dalley

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

iv) Strategic Budget Working Group 26th October 2018

C.4368.5 RESOLVED: that the minutes of the meeting of the Strategic Budget Working Group held on the 26th October 2018 were received

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

C.4369 TO NOTE THE MINUTES OF

i) Towans Partnership Meeting, 18th July 2018

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C.4369.2 RESOLVED: **that the minutes of the Towans Partnership Meeting held on the 18th July 2018 were noted**

Proposed by Councillor Champion
Seconded by Councillor Morgan

On a vote being taken the matter was approved unanimously.

ii) Cornwall Association of Local Councils Meeting of The Larger Local Councils Committee, 26th July 2018

C.4369.3 RESOLVED: **that the minutes of the Cornwall Association of Local Councils Meeting of The Larger Local Councils Committee held on the 26th July 2018 were noted**

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Winter

On a vote being taken the matter was approved unanimously.

iii) TVA and Team Troon Meeting, 18th September 2018

C.4369.4 RESOLVED: **that the minutes of the TVA and Team Troon Meeting held on 18th September 2018 were noted**

Proposed by Councillor Barclay
Seconded by Councillor Kelynack

On a vote being taken the matter was approved unanimously.

iv) Western United Mines (WUM) Local Liaison Group Meeting, 27th September 2018

C.4369.5 RESOLVED: **that the minutes of the Western United Mines (WUM) Local Liaison Group Meeting held on 27th September 2018 were noted**

Proposed by Councillor Wilkins
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.4370 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

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Full Council Minutes 11th October, C4354.2: The Town Clerk reported that as expenditure for the Centenary Field event was under budget, a second plaque, costing £62, had been purchased for the Rugby Ground.

Staffing Committee Minutes 16th October, S.318.4: The Town Clerk sought the advice of Full Council whether the recommendation already agreed by the Staffing Committee should be brought to the next Full Council meeting or approved at this meeting.

- C.4370.2 RESOLVED:** **that item S.318.4, to recommend to Full Council that no new projects or agenda items that would require additional work to ongoing operations and priorities were to be undertaken until the results of the Operational Review had been implemented, was approved**

Proposed by Councillor Collins
Seconded by Councillor Mrs V Dalley

On a vote being taken the matter was approved unanimously.

- C.4371 TO RECEIVE A PRESENTATION FROM SKYLITE ASSOCIATES REGARDING THE HI LEVEL OVERVIEW OF THE ORGANISATIONAL AND STAFFING REVIEW RESULTS, APPROVE ANY ACTION AND AUTHORISE ASSOCIATED EXPENDITURE ACCORDINGLY**

Mr Paul Hill and Mr Steve Sandercock presented an interim update of the Organisational & Staffing review carried out by Skylite. Having interviewed staff, members and external organisations they had started to identify what this Council wished to achieve and the resources that were available.

Discussion took place and members welcomed the potential to engage and build partnerships with local organisations but it was noted that its success depended on this Council working collectively and not as individuals.

Mr Hill and Mr Sandercock were thanked for their presentation and left the meeting at 7.22pm.

- C.4372 TO RECEIVE THE BID CAMBORNE REVISED ARTICLES OF ASSOCIATION AND RELATED CORRESPONDENCE AND APPROVE AN APPOINTMENT TO THE BID CAMBORNE BOARD ACCORDINGLY**

The Town Clerk advised that items 13 & 37 in the BID Camborne revised Articles of Association had been amended and that item 70 was being amended. In answer to members' questions she advised that a change to BID Camborne's practices enabled members to report back, except when sensitive information was involved.

- C.4372.2 RESOLVED** **that the BID Camborne revised Articles**

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**of Association and related
correspondence was received and that
Councillor Morgan was appointed as the
Council's representative to the Camborne
BID Board was approved**

Proposed by Councillor Collins
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**C.4373 TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL AND BID
CAMBORNE REGARDING A FREE PARKING DAY FOR CAMBORNE AND
AGREE A RESPONSE**

**C.4373.2 RESOLVED: that correspondence from Cornwall
Council and BID Camborne regarding a
free parking day for Camborne on 1st
December was received and that this
Council supported the date of 1st
December 2018 for a free parking day in
Camborne**

Proposed by Councillor Ms Fox
Seconded by Councillor T Dalley

On a vote being taken the matter was approved unanimously.

**C.4374 TO RECEIVE A VERBAL REPORT FROM THE TOWN CLERK AND
ASSOCIATED CORRESPONDENCE FROM THE COUNCIL'S SOLICITOR
REGARDING THE DEVOLUTION OF MENETH ROAD PUBLIC OPEN
SPACES, MENETH ROAD PLAYING FIELD AND PENGEGON ALLOTMENT
GARDENS, APPROVE ACTION AND AUTHORISE ASSOCIATED
EXPENDITURE**

The Town Clerk informed members that Cornwall Council's proposed transfer date for Meneth Road Public Spaces, Meneth Road Playing Field and Pengegon Allotment Gardens was 30th November. Members were asked whether new searches should be undertaken but it was agreed the risk involved in not doing this was minimal.

**C.4374.2 RESOLVED: that the Council's solicitor was
instructed to proceed with the transfer of
Meneth Road Public Spaces, Meneth Road
Playing Field and Pengegon Allotment
Gardens into this Council's ownership
and that no new searches were required**

Proposed by Councillor Ms Fox
Seconded by Councillor Barclay

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

C.4375 TO AUTHORISE THE SIGNING OF TRANSFERS OF PART TITLE (TP1) FOR MENETH ROAD PUBLIC OPEN SPACES, MENETH ROAD PLAYING FIELD AND PENGEGON ALLOTMENT GARDENS (WHICH INCLUDES THE SCOUT HUT)

C.4375.2 RESOLVED: that the signing of Transfers of Part title (TPI) for Meneth Road Public Open Spaces, Meneth Road Playing field and Pengegon Allotment Gardens, including the Scout Hut, was authorised

Proposed by Councillor Ms Fox
Seconded by Councillor Mrs V Dalley

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

C.4376 TO AUTHORISE THE SIGNING OF A NEW LEASE FOR BEACON CRICKET CLUB AND ANY OTHER ANCILLARY DOCUMENTATION IF APPROPRIATE

C.4376.2 RESOLVED: that the signing of a new lease for Beacon Cricket Club was authorised

Proposed by Councillor Barclay
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4377 TO APPROVE THE ENGAGEMENT OF THE COUNCIL'S SOLICITOR TO DRAW UP A NEW LEASE FOR THE PENGEGON ALLOTMENTS ASSOCIATION AND AUTHORISE EXPENDITURE ACCORDINGLY

C.4377.2 RESOLVED: that the engagement of the Council's solicitor to draw up a new lease/management agreement for the Pengegon Allotments Association was approved and the associated expenditure was authorised

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.4378 TO RECEIVE A REPORT FROM THE TOWN CLERK ON A MEETING WITH CORNWALL COUNCIL OFFICERS REGARDING DEVOLUTION AND APPROVE ACTION ACCORDINGLY

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The Town Clerk reported that discussions were ongoing with Cornwall Council concerning transfer of Kind George V Playing Fields, Grenville Gardens (in part) and Treverno Road Playing Field.

The Town Clerk had attended a meeting with representatives from Cornwall Council regarding their project for a new Community Building at Pengegon. There were further issues to be explored by the Pengegon group and a door to door consultation was scheduled to take place with Pengegon residents on 5th December.

The Town Clerk had attended a meeting at Heartlands with Cornwall Council Transport and Highways, who reported that in the next financial year more would be allocated to the Highways budget; this could be used to address weed control and roadside verges. There would be less funding available for environmental assets and open spaces. This had implications for this Council's consideration of any further devolved services.

Discussion took place and it was agreed that no decisions could be made on any of these matters until more information was available.

C.4378.2 RESOLVED: **that a report from the Town Clerk on a meeting with Cornwall Council Officers regarding devolution was received**

Proposed by Councillor Ms Fox
Seconded by Councillor Kelynack

On a vote being taken the matter was approved unanimously.

C.4379 TO CONSIDER AN ISSUE REGARDING THE BOUNDARY AT CAMBORNE RECREATION GROUND AND CRANE MANOR COURT, APPROVE ACTION AND AUTHORISE ASSOCIATED EXPENDITURE

A resident of Crane Manor Court had reported that stones had become dislodged on the boundary wall between their garden and the Recreation Ground, possibly due to a tree growing in the wall. This Council had commissioned an independent tree inspector to investigate. Councillors considered the tree inspector's findings and legal advice received from the Council's solicitor.

C.4379.2 RESOLVED: **that this Council writes to the complainant advising that no action would be taken as responsibility for the boundary wall did not lie with this Council**

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Barclay

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On a vote being taken the matter was approved unanimously.

C.4380 TO RECEIVE A REPORT ON THE PASSMORE EDWARDS BUILDING, APPROVE ACTION AND AUTHORISE ANY ASSOCIATED EXPENDITURE ACCORDINGLY

- C.4380.2 RESOLVED:** to approve seeking quotations for a coffee machine to be situated on the ground floor of the Passmore Edwards building and that R G Kellow Ltd be engaged to fit the associated pipework after the machine was in situ

Proposed by Councillor Kelynack
Seconded by Councillor Ms Pearce

On a vote being taken the matter was approved unanimously.

- C.4380.3 RESOLVED:** to approve the installation of a vent pipe in The Passmore Edwards building courtyard to seal off a potential point of entry for pests and that an ongoing check was made of its effectiveness. A budget of up to £500 was authorised.

Proposed by Councillor Godolphin
Seconded by Councillor Barclay

On a vote being taken the matter was approved unanimously.

- C.4380.4 RESOLVED:** that the Town Clerk was given delegated power and a budget of up to £500 for the supply and fitting of a panel heater in the upstairs bathroom at the Passmore Edwards building

Proposed by Councillor Godolphin
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.4381 TO RECEIVE A PROGRESS REPORT ON THE PHOTOGRAPHIC BOOK DOCUMENTING THE WORKS TO THE PASSMORE EDWARDS BUILDING AND WRITTEN FOREWORD AND APPROVE ACTION ACCORDINGLY

The first draft of the photographic book was planned for early December. A Foreword, endorsed by David Thomas, had been written by Councillor T Dalley. Discussion took place and it was agreed that the Foreword needed checking for accuracy on previous ownership of the building.

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- C.4381.2 RESOLVED:** that the use of Councillor T Dalley's introduction was used as a Foreword for the photographic book and that the first draft was brought back to Full Council for final approval

Proposed by Councillor Ms Fox
Seconded by Councillor Barclay

On a vote being taken the matter was approved unanimously.

- C.4382 TO RECEIVE CORRESPONDENCE REGARDING THE LIBRARIES PARTNERSHIP FORUM AND APPROVE ACTION ACCORDINGLY**

- C.4382.2 RESOLVED:** that correspondence regarding the Libraries Partnership Forum was received and Councillor Mrs V Dalley was appointed as this Council's representative on the Libraries Partnership Forum

Proposed by Councillor Collins
Seconded by Councillor Ms Pearce

On a vote being taken the matter was approved unanimously.

- C.4383 TO CONSIDER PROVIDING A CHRISTMAS TREE AND DECORATIONS FOR THE PASSMORE EDWARDS BUILDING/LIBRARY, APPROVE A BUDGET IF APPROPRIATE AND AUTHORISE ASSOCIATED EXPENDITURE**

- C.4383.2 RESOLVED:** that the Town Clerk was given delegated power and a budget of £300 to purchase Christmas decorations for the Passmore Edwards building; a tree to be provided by Councillor Winter

Proposed by Councillor Ms Fox
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

- C.4384 TO REVIEW THE MAYORAL PROTOCOL AND ALLOWANCES POLICY AND APPROVE ANY CHANGES IF APPROPRIATE**

- C.4384.2 RESOLVED:** that the Mayoral Protocol was reviewed and no changes were made

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Collins

On a vote being taken the matter was approved unanimously.

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C.4385 TO REVIEW THE CORNISH LANGUAGE POLICY AND APPROVE ANY CHANGES IF APPROPRIATE

- C.4385.2 RESOLVED:** that the Cornish Language Policy was reviewed and accepted, with the addition to item 2: "Camborne Town Council will work within the guideline as set out in the European Charter for Regional or Minority Languages and the Framework Convention for the Protection of National Minorities"

Proposed by Councillor Champion
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.4386 TO RECEIVE CORRESPONDENCE FROM CORNWALL PENSION FUND REGARDING AN EMPLOYERS' MEETING IN JANUARY 2019 AND AGREE ACTION

- C.4386.2 RESOLVED:** that correspondence from Cornwall Pension Fund regarding an employers' meeting in January 2019 was received and that the Chairman and Vice Chairman of the Finance and General Purposes Committee and the Finance & Administration Officer were approved to attend

Proposed by Councillor Godolphin
Seconded by Councillor Barclay

On a vote being taken the matter was approved unanimously.

C.4387 TO RECEIVE CORRESPONDENCE FROM SECTOR INSPECTOR M ECCLES REGARDING THE CAMBORNE REMEMBRANCE DAY PARADE AND APPROVE ANY APPROPRIATE ACTION (C.4326.2)

- C.4387.2 RESOLVED:** that correspondence from Sector Inspector Eccles regarding the Camborne Remembrance Day Parade was received and noted and no action was required

Proposed by Councillor Champion
Seconded by Councillor Kelynack

On a vote being taken the matter was approved unanimously.

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C.4388 TO RECEIVE CORRESPONDENCE FROM MR W HUSSEY, PRESIDENT OF CAMBORNE RFC AND APPROVE ANY APPROPRIATE ACTION (C.4352.2)

Mr Hussey thanked this Council for its support of the Centenary Field In Trust Dedication at Camborne Recreation Ground. Despite adverse weather conditions the event had been successful.

C.4388.2 RESOLVED: that correspondence from Mr W Hussey, President of Camborne RFC was received and noted and it was agreed that a letter of thanks was sent to the Camborne Youth Band bugler for playing the Last Post in difficult conditions

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

C.4389 TO RECEIVE CORRESPONDENCE AND A CERTIFICATE OF COMMEMORATION FROM SEAFARERS UK REGARDING THE TOWN COUNCIL'S PARTICIPATION IN MERCHANT NAVY DAY (C.4325.2)

C.4389.2 RESOLVED: that correspondence and a Certificate of Commemoration from Seafarers UK regarding this Council's participation in Merchant Navy Day was received and that the certificate was displayed in the Passmore Edwards building

Proposed by Councillor Winter
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

C.4390 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.4390.2 RESOLVED: 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

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Atherfold

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On a vote being taken the matter was approved unanimously.

One member of the public left the meeting at 8.30pm

C.4391 TO CONSIDER PURCHASING THE RBS PLANNING MANAGEMENT SOFTWARE SYSTEM, APPROVE ACTION AND AUTHORISE EXPENDITURE ACCORDINGLY

The Town Clerk explained that this software was replacing the outdated current system and was more efficient in linking and co-ordinating planning applications.

C.4391.2 RESOLVED: that the purchase of RBS Planning Management Software and Annual Support and Maintenance (multi 5-user licence) was approved, software and training to be funded from Earmarked Reserves New Offices budget 320 and Annual Support & Licence to be funded from Licences budget 4610

Proposed by Councillor Wilkins
Seconded by Councillor Mrs V Dalley

On a vote being taken the matter was approved unanimously.

C.4392 TO RECEIVE CCTV MANAGEMENT REPORT FOR CAMBORNE, 1ST JULY 2018 TO 30TH SEPTEMBER 2018 AND AGREE ANY ACTION

The Town Clerk advised that the Cornwall Fire and Rescue Service now had the facility to study the reports in more detail and could give better information going forward.

C.4392.2 RESOLVED: that the CCTV Management Report for Camborne 1st July 2018 – 30th September 2018 was received and that a copy of the report was made available to the Police

Proposed by Councillor Godolphin
Seconded by Councillor Winter

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 8.37 pm.

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SIGNED BY THE CHAIRMAN.....

DATE