

# Meeting Minutes

The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

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## MINUTES:

**of the meeting of Camborne Town Council held in The Council Chamber, Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Thursday 9<sup>th</sup> February 2023 at 6.30pm**

## PRESENT:

<b>Councillor Z Fox</b>	<b>Chairman</b>
<b>Councillor M Williams</b>	<b>Vice Chairman</b>
<b>Councillor D Atherfold</b>	
<b>Councillor J Ball</b>	
<b>Councillor R Congdon</b>	
<b>Councillor J Cosgrove</b>	
<b>Councillor V Dalley</b>	
<b>Councillor C Godolphin</b>	
<b>Councillor N Heather</b>	
<b>Councillor C Lawrence</b>	
<b>Councillor L McDonald</b>	
<b>Councillor N Miles</b>	
<b>Councillor P Mills</b>	
<b>Councillor J Morgan</b>	
<b>Councillor R Tal-E-Bot</b>	
<b>Councillor R Weatherburn</b>	
<b>Councillor S Weedon</b>	

## IN ATTENDANCE:

**Samantha Hughes, Town Clerk; David Garwood, Amenities & Projects Officer; Rose Hitchens-Todd, Engagement Officer; Alicia Jouvenaar, Events Manager; Sally Williams, Committee Support Officer and one member of the public.**

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### **C.5690 SAFETY PROCEDURES**

The Chairman explained the safety procedures to all present.

### **C.5691 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE**

**C.5691.2 RESOLVED: that the apologies from Councillor D Wilkins for non-attendance of the Full Council meeting on the 9<sup>th</sup> February 2023 were received**

Proposed by Councillor Z Fox  
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

**C.5692 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman asked Councillors to consider whether they would be able to support the Park Gerry Outline Planning Application, either as an individual or as a Councillor. The application is currently online on the Cornwall Council Planning Portal.

It was also asked whether Councillors could respond individually to the Cormac consultation that had been emailed out to them. The consultation was being carried out on behalf of Cornwall Council regarding proposals to introduce and amend waiting restrictions and speed limits in Camborne.

**C.5693 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 J Cosgrove, V Dalley, Z Fox and J Morgan declared interests in agenda items 23 and 28 as they were on the Town Deal Board. Councillor J Morgan also declared an interest in agenda item 19.

**C.5694 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

A standing twelve-month dispensation was in place to allow Councillors J Cosgrove, V Dalley, Z Fox and J Morgan to speak and vote on Town Deal Board items on the Agenda.

**C.5694.2 RESOLVED: that existing written requests for dispensations were approved**

Proposed by Councillor Z Fox  
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

**C.5695 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 12<sup>th</sup> JANUARY 2023 AND THE CHAIRMAN TO SIGN THEM**

**C.5695.2 RESOLVED: that the Minutes of the meeting of the Full Council held on 12<sup>th</sup> January 2023 were received, approved, and signed by the Chairman**

Proposed by Councillor Z Fox  
Seconded by Councillor M Williams

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

**C.5696 TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 12<sup>TH</sup> JANUARY 2023 AND THE CHAIRMAN TO SIGN THEM**

**C.5696.2 RESOLVED: that the redacted minutes of the meeting of the Full Council held on 12<sup>th</sup> January 2023 were received, approved and signed by the Chairman**

Proposed by Councillor Z Fox  
Seconded by Councillor M Williams

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

**C.5697 TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:**

- i) PLANNING & DEVELOPMENT MEETING 10<sup>TH</sup> JANUARY 2023**
- ii) STAFFING COMMITTEE 11<sup>TH</sup> JANUARY 2023**
- iii) AMENITIES MEETING 26<sup>TH</sup> JANUARY 2023**

An amendment to the Amenities minutes had been noted and rectified before the meeting.

**C.5697.2 RESOLVED: that the Minutes of the Planning & Development meeting held on the 10<sup>th</sup> January 2023, the Staffing Committee meeting on the 11<sup>th</sup> January 2023 and the Amenities Committee meeting held on 26<sup>th</sup> January 2023 were received en bloc**

Proposed by Councillor Z Fox  
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

**C.5698 TO RECEIVE AND APPROVE THE MINUTES OF THE FOLLOWING WORKING PARTIES:**

- i) TWINNING WORKING PARTY 18<sup>TH</sup> JANUARY 2023**
- ii) LARGE PROJECTS WORKING PARTY 24<sup>TH</sup> JANUARY 2023**
- iii) EVENTS WORKING PARTY 25<sup>TH</sup> JANUARY 2023**

**C.5698.2 RESOLVED: that the minutes of the Large Projects Working Party held on 18<sup>th</sup> January 2023, the minutes of the Large Projects Working Party held on 24<sup>th</sup> January 2023 and the Events Working Party held on 25<sup>th</sup> January 2023 were received and approved en bloc**

Proposed by Councillor Z Fox  
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

**C.5699                    MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW**

There were no matters arising.

**C.5700                    TO NOTE THE MINUTES AND NOTES OF:**

- i)        **HAYLE TOWANS PARTNERSHIP DRAFT NOTES  
19<sup>TH</sup> OCTOBER 2022**
- ii)       **SAFER CAMBORNE AND REDRUTH MINUTES 12<sup>TH</sup>  
DECEMBER 2022**
- iii)      **SAFER CAMBORNE AND REDRUTH MINUTES 9<sup>TH</sup>  
JANUARY 2023**
- iv)      **TREVITHICK DAY MEETING MINUTES 10<sup>TH</sup>  
JANUARY 2023**
- v)        **CORNWALL ASSOCIATION OF LOCAL COUNCILS  
AGM MINUTES 8<sup>TH</sup> MARCH 2022**

**C.5700.2                RESOLVED: that the Minutes and Notes of Hayle Towans Partnership meeting held on 19<sup>th</sup> October 2022, Safer Camborne and Redruth meeting held on 12<sup>th</sup> December 2022, Safer Camborne and Redruth meeting held on 9<sup>th</sup> January 2023, Trevithick Day meeting held on 10<sup>th</sup> January 2023 and the Cornwall Association of Local Councils AGM held on 8<sup>th</sup> March 2022 were noted en bloc**

Proposed by Councillor Z Fox  
Seconded by Councillor N Miles

On a vote being taken the matter was approved unanimously.

**C.5701                    TO RECEIVE WRITTEN UPDATES FROM MEMBERS ON OUTSIDE ORGANISATIONS MEETINGS ATTENDED SINCE THE LAST FULL COUNCIL AND AGREE ACTION**

There were no written updates received.

**C.5702                    PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 3e 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)**

The member of the public that was present stated that he fully supported the resolution concerning traffic idling at the railway crossings. However, he also wanted it noted that the excessive

amount of time that traffic had to wait at the barriers caused traffic build up and asked for this to be included when Network Rail were contacted.

**C.5703**                    **TO RECEIVE A LETTER OF RESIGNATION, FROM THE PLANNING AND DEVELOPMENT COMMITTEE, FROM COUNCILLOR N MILES AND AGREE ACTION**

**C.5703.2**                **RESOLVED: that a letter of resignation, from the Planning and Development Committee, from Councillor N Miles was received**

Proposed by Councillor Z Fox  
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

**C.5704**                    **TO APPOINT MEMBERS TO VACANCIES ON THE FOLLOWING COMMITTEES:**

- i)        AMENITIES COMMITTEE**
- ii)      PLANNING AND DEVELOPMENT COMMITTEE**

It was suggested by the Chair, that both vacancies could be filled by the newest elected Councillor, R Weatherburn. Councillor Weatherburn was happy to accept the suggestion.

**C.5704.2**                **RESOLVED: that Councillor R Weatherburn was appointed as member to the Amenities Committee and to the Planning & Development Committee**

Proposed by Councillor Z Fox  
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

**C.5705**                    **TO RECEIVE A MOTION FROM COUNCILLOR N HEATHER REGARDING SOCIAL HOUSING POLICIES AND AGREE ACTION**

Following a full and frank discussion about the motion, proposed by Councillor Heather, it was generally felt that it was not unreasonable to request further information from local social housing providers. Councillors felt that it was appropriate to send letters to social housing providers asking for the information in the proposal to be provided and the responses could then be brought back to the Council at a future meeting. The proposed letter was amended in line with Councillors suggestions and then voted on.

**C.5705.2**                    **RESOLVED: that a motion from Councillor N Heather regarding social housing policies was received and that a letter, with additions to the original motion drafted during the meeting, be sent to local social housing providers was approved**

Proposed by Councillor N Heather  
Seconded by Councillor N Miles

On a vote being taken the matter was approved unanimously.

**C.5706**                    **TO RECEIVE A MOTION FROM COUNCILLOR J COSGROVE TO CONTACT CORNWALL COUNCIL AND NETWORK RAIL REGARDING THE NEED FOR SIGNAGE AT TREVU ROAD AND STRAY PARK ROAD ASKING MOTORISTS TO TURN OFF THEIR ENGINES WHILST STATIONARY AND AGREE ACTION**

Councillors discussed the motion and it was agreed that the crossing at Lower Pengegon should also be included when the letters were drafted and sent.

**C.5706.2**                    **RESOLVED: that a motion from Councillor J Cosgrove to contact Cornwall Council and Network Rail regarding the need for signage at Trevu Road, Stray Park Road and Lower Pengegon asking motorists to turn off their engines whilst stationary, to include a review of waiting times at each, was received and approved**

Proposed by Councillor J Cosgrove  
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

**C.5707**                    **TO RECEIVE A LETTER FROM CORNWALL COUNCIL REGARDING THE LOCAL MAINTENANCE PARTNERSHIP 2023-2024 AND AGREE ACTION**

**C.5707.2**                    **RESOLVED: that a letter from Cornwall Council regarding the Local Maintenance Partnership 2023/2024 was received and approved**

Proposed by Councillor Z Fox  
Seconded by Councillor S Weedon

On a vote being taken the matter was approved unanimously.

**C.5708**                    **TO RECEIVE UPDATED DESIGNS FOR A BUS SHELTER IN CHURCH STREET, CAMBORNE, AND AGREE ACTION**

Councillors generally felt that this design was much improved and far more suited to the location that it would be situated in. It was also felt that the work should now be expedited as soon as possible.

Councillor J Morgan did not vote on this agenda item.

**C.5708.2 RESOLVED: that updated designs for a bus shelter in Church Street, Camborne were received and approved**

Proposed by Councillor C Lawrence

Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

**C.5709 TO RECEIVE THE YOUTH ENGAGEMENT UPDATE AND YOUTH CONSULTATION PROPOSAL, AGREE ACTION AND AUTHORISE EXPENDITURE**

Councillors asked the Engagement Officer what age groups would be invited to take part in the consultation. It was explained that the consultation had been organised so that primary age children would be invited to the first hour, with secondary age and above being invited thereafter. One of the youth councillors was involved in trying to engage sixth form and other young people in the consultation process as well. Whilst it was important to engage with SEND young people as part of the process one Councillor suggested that these were not the only group of disadvantaged young people and that the Consultation should be distributed out to local schools. Councillor Ball explained that the inclusion of schools was already in place and that he was also working with various groups across the town.

Once it has been established what the young people of Camborne want, the Engagement Officer explained that other organisations will be lobbied to help provide the requisite services.

**C.5709.2 RESOLVED: that the Youth Engagement Update and Youth Consultation Proposal report from Councillor J Ball and the Engagement Officer was received**

Proposed by Councillor Z Fox

Seconded by Councillor S Weedon

On a vote being taken the matter was approved unanimously.

**C.5709.3 RESOLVED: that the proposal to host a Youth Consultation event in Camborne Library in February or March 2023 (date**

**to be confirmed with Camborne Library & Camborne Youth Council), was approved**

Proposed by Councillor N Miles  
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

**C.5709.4 RESOLVED: that a budget of £100.00 for the Youth Consultation event to be taken from the Consultation and Community Budget (Cost Code 140/5530), was authorised**

Proposed by Councillor C Godolphin  
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

**C.5710 TO RECEIVE AN UPDATE ON UPCOMING EVENTS AND RECOMMENDATIONS FROM THE EVENTS WORKING PARTY, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Events Manager gave a brief overview of planned events over the coming months. These included Fairtrade Fortnight, the Passmore Edwards Bicentenary, the Trevithick Day Civic Event and The Community & Commerce Awards event.

She explained the variety of different activities and events that would be taking place to celebrate each occasion, who would be involved in each instance and the associated budgets for each.

**C.5710.2 RESOLVED: that the Events Working Party recommend to Full Council that a written report from the Events Manager regarding the Community and Commerce Awards 2023 be received, and that the event was approved**

Proposed by Councillor C Godolphin  
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

**C.5710.3 RESOLVED: that the Events Working Party recommend to Full Council that a maximum budget of £3,800 (£3,600 to be taken from the Consultation and Community cost code (140/5530) and £200 to be taken from the Marketing and Promotions cost code (140/5530) for the Community and Commerce Awards) be authorised, and that the budget for the event once authorised be monitored by the Events Working Party, was approved**



Proposed by Councillor Z Fox  
Seconded by Councillor M Williams

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

**C.5710.4**                    **RESOLVED: that the Events Working Party recommend to Full Council that events be held at the Library in commemoration of the Kings Coronation, was received and approved and that a £1000 budget, to be taken from the Community Events budget (Cost Code 140/5530), was authorised**

Proposed by Councillor C Godolphin  
Seconded by Councillor L McDonald

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

**C.5710.5**                    **RESOLVED: that the Events Working Party recommend to Full Council that a written report from the Events Manager on Great Big Green Week be received and approved, and that a budget of £3,700 (£2,500 grant received and held in cost code 140/1900, £1,100 to be taken from the Consultation and Community budget (cost code 140/5530) and £100 from the Marketing and Promotions budget (cost code 140/5530), was authorised**

Proposed by Councillor Z Fox  
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

**C.5711**                    **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.5711.2**                    **RESOLVED: that the Council resolved, under the 1960 Public Bodies (Admissions to Meetings) Act, to exclude the press and public due to the confidential nature of the business to be discussed**

Proposed by Councillor Z Fox  
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

**C.5712**                    **TO RECEIVE CORNWALL COUNCIL'S RESPONSE TO THE CAMBORNE TOWN COUNCIL'S LETTER REGARDING CAMBORNE TOWN DEAL CONCERNS AND AGREE ACTION**

Councillors did not feel that a response was necessary, but they did wish to express their thanks to Town Council staff for producing the letter which had gone some way to moving the project forward.

**C.5712.2                   RESOLVED: that Cornwall Council’s response to Camborne Town Council’s letter regarding Camborne Town Deal concerns was received**

Proposed by Councillor C Godolphin  
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

**C.5713                    TO RECEIVE CCTV MANAGEMENT REPORT FOR QUARTER 2 2022-2023 AND AGREE ACTION**

**C.5713.2                RESOLVED: that a CCTV Management Report for Quarter 2 2022-2023 was received**

Proposed by Councillor Z Fox  
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

**C.5714                   TO RECEIVE TENDER DOCUMENTS FOR AN IMPROVED WEBSITE FOR CAMBORNE TOWN COUNCIL , AGREE ACTION AND AUTHORISE EXPENDITURE**

The Clerk explained that the Tender Documents were for a five-year contract with an optional two-year extension. The documents had been modified so that they reflected exactly what Camborne Town Council required and they also gave Councillors insight into how the Tenders were scored.

**C.5714.2                RESOLVED: that the Tender Documents for a website be signed off and the Town Clerk to commence the formal tender as set out in the Invitation to Tender was approved, and a budget of up to £46,000 ( the initial set up cost of £25,000 to be taken from EMR 327 and the annual cost to be taken from cost code 140/4670) over the 5-year contract was authorised**

Proposed by Councillor Z Fox  
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

**C.5714.3**                    **RESOLVED: that the award of the tender for the website be delegated to the Town Clerk, in conjunction with the Chair of Council and the Vice Chair of Council, provided the tender had been conducted in line with the process set out within the Invitation to Tender and that the preferred supplier total did not exceed the estimated budget by more than 10%, was approved**

Proposed by Councillor R Weatherburn  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

**C.5715**                    **TO RECEIVE A WRITTEN REPORT FROM THE AMENITIES AND PROJECTS OFFICER REGARDING FLORAL DISPLAYS, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Amenities & Projects Officer explained that the Floral Displays had been the subject of review since last year as it had been felt that practice could be improved to encompass environmental and sustainability issues. The severe drought of last year had impacted the floral displays and in addition the tenders this year were much more expensive. The Amenities & Projects Officer talked about the various options that might be available. He explained that flowers such as bedding plants remained very popular so, if Councillors decided to adopt the option of holding for one year, it would give time to explore other options and to communicate with the local businesses who currently engage with the scheme. The Town Council would also use the year to fully engage with the wishes of the local community.

He explained that amongst the new proposals would be the use of only the large planters in the town. This was due to the vast quantities of water that the smaller planters used. More environmentally friendly planting would also be a consideration as would the use of flags and bunting and so an extra year would provide the time to quantify the use of such resources. It might also be possible to work in conjunction with Camborne Bid so that the projects could be dually funded.

**C.5715.2**                    **RESOLVED: that a written report from the Amenities and Projects Officer regarding the provision of floral displays through the town was received and that Option 4, to proceed with one year of flower displays with Warne Plants whilst the Town Council develop a more sustainable alternative, was approved and the expenditure of £13,572.60, to be taken from the Floral Displays budget (cost code 320/5210), was authorised**

Proposed by Councillor J Cosgrove

Seconded by Councillor J Morgan

On a vote being taken the matter was approved unanimously.

**C.5716 TO RECEIVE UPDATES AND RECOMMENDATIONS FROM THE LARGE PROJECTS WORKING PARTY MEETING HELD ON 24<sup>TH</sup> JANUARY 2023, AGREE ACTION AND AUTHORISE EXPENDITURE**

Some Councillors queried why a new Barrister had had to be appointed and the Clerk explained that it was largely to do with timescales for the evidence to be collated as time was now very short for the preparatory work to be done.

**C.5716.2 RESOLVED: that, following an update from [REDACTED] on the Passmore Edwards Building, [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]**

Proposed by Councillor C Godolphin  
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

**C.5716.3 RESOLVED: that the Large Projects Working Party recommendation to Full Council, that [REDACTED] provide the Certificate of Title for Park Gerry, was approved and the associated budget (to be taken from EMR 338, cost code 340/4630) was authorised**

Proposed by Councillor V Dalley  
Seconded by Councillor D Atherfold

On a vote being taken the matter was approved unanimously.

**C.5716.4 RESOLVED: that the Large Projects Working Party recommendation, that an additional £90,000 be authorised from the Council Expansion EMR (EMR 320), to offset the operational costs of operating the library and associated community services from the Basset Centre; thereby making the total sum allocated £200,000, was approved and the expenditure authorised**

Proposed by Councillor J Ball  
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

C.5717

**TO RECEIVE AN UPDATE FROM THE AMENITIES & PROJECTS OFFICER AND DEPUTY PROPER OFFICER ON THE KERRIER WAY PROJECT, AGREE ACTION AND AUTHORISE EXPENDITURE**

[REDACTED]

Following discussion Councillors felt that as there was not such a strict timescale for the Kerrier Way project, and to satisfy procurement rules, that the next stage should be taken to Tender. They asked that Tender Documents be sought for Kerrier Way up to the value of seventy to seventy-five thousand which should then be brought back to a future meeting of Full Council.

C.5717.2

**RESOLVED: that an update from the Amenities & Projects Officer and Deputy Proper Officer on the Kerrier Way Project was received and that a tender document for the appointment of a company to take the Kerrier Way Project through design to completion be developed and brought back to Full Council for review, was approved**

Proposed by Councillor P Mills  
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

The Chairman closed the Meeting at 19.39 pm.

SIGNED BY THE CHAIRMAN.....

DATE .....

