



HELSTON TOWN COUNCIL
Konsel an Dre Hellys

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27th April 2021

To: The Mayor and Members of the Town Council

Dear Councillor

You are summoned to attend an Ordinary Meeting of the Helston Town Council to be held virtually, on **WEDNESDAY 5TH MAY 2021 at 7.00 p.m.** for the purpose of transacting the undermentioned business.

Yours sincerely,

P S Lavelle

Pamela Lavelle
Town Clerk

A G E N D A

1. Apologies for absence.
2. Declarations of Interests and Dispensations
 - (a) Members to declare interests in respect of any item on this Agenda.
 - (b) To consider written requests from Members for dispensations.
3. At this juncture the Meeting will adjourn for a period of up to fifteen minutes to permit members of the public present to put questions to Members or the Police Officer or to make observations.
4. To approve the Minutes of the Town Council Meeting held on 18th March 2021 (**Pages 3 - 8**).
5. Matters Arising from the 18th March 2021 meeting (for information exchange only).
6. To receive the Minutes of the Amenities Committee Meeting held on 25th March 2021 (**Pages 9 - 12**).
7. To receive the Minutes of the Planning Committee Meeting held on 31st March 2021 (**Pages 13 - 16**).
8. To answer questions received from Members pursuant to Standing Order 8.1.
9. To consider the Report of the Projects Officer (**Pages 17 - 20**).

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10. To consider the Report of the Town Clerk (**Pages 21 - 22**).
11. To authorise the payment of Accounts (**Pages 23 - 26**).
12. Exclusion of the Press and Public
If required, the Council is invited to pass the following resolution:- That pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the following items of business, by reason of the confidential nature of the business to be transacted.
13. To consider the confidential report of the Town Clerk. (**Page 27 - 30**)

MINUTES OF A MEETING OF HELSTON TOWN COUNCIL
HELD VIRTUALLY
ON THURSDAY 18TH MARCH 2021 AT 6.30 PM

Councillors: J Martin (Town Mayor) in the Chair

R Williams
R J L Boase
Mrs F N E Boase

M H Thomas
Mrs G A Geer
Mrs N Roberts

D P Reed
R F Edgcumbe
M J Kenchington

Officers: Miss P J Lavelle (Town Clerk)
Miss A D Retallack (Deputy Town Clerk)
Mr M Searle (Projects Officer)

Prior to the commencement of the meeting, the Mayor welcomed representatives from the Museum of Cornish Life. Councillor Thomas thanked them for their work to develop the Helston Kennels & Leats Virtual Exhibition advising that the launch was only the beginning of the project and encouraged others to come forward with their contributions. The Museum Director and the Trainee Curator expressed their pleasure at being involved in the project and then launched the exhibition.

255. Apologies

An apology for non-attendance was received from Councillor Grattan-Kane. An apology for late attendance was received from Councillor Edgcumbe.

256. Reports from Local Cornwall Councillors

Cornwall Councillor Thomas referred to Helston's success in obtaining funding from the Cornwall Council Revitalising the High Street Fund and congratulated all those involved. He then advised that he had been involved in a number of casework issues including a potential trading licence for a catering vehicle in station road which had since been withdrawn. Cornwall Councillor Thomas advised that he had also been working with the Projects Officer on the virtual exhibition for the Wendron Leats and Helston Kennels and had met with the Highways Manager regarding outstanding works. Cornwall Councillor Thomas confirmed that he had attended all his scheduled meetings and the final Full Council meeting was taking place the following week. He advised that the pre-election period (Purdah) would commence the following Monday which would reduce contact with officers but confirmed the normal work of a Councillor was not affected.

Cornwall Councillor Martin advised that he was seconding the Motion to support the shellfish industry which was being considered at the following weeks Full Council meeting. He further advised that, despite purdah, work was continuing with both the Licencing and Planning Committee's being very busy.

Councillor Edgcumbe entered the meeting at 6.39pm

The Town Clerk confirmed that no report had been received from Cornwall Councillor Wallis. Councillor R J L Boase requested that an invite for the April Full Council meeting be sent to Cornwall Councillor Wallis.

257. Public Participation

A representative of the Helston Climate Action Group thanked Councillor Edgcombe for his support but confirmed that they had managed to secure a venue for the Community Larder and they would be issuing a press release the next few days. She then thanked Councillor Kenchington for his proposal to produce a plan for carbon reduction and advised that she was meeting regularly with the Carbon Neutral Team at Cornwall Council who were working to downscale the route map to a local level. She then thanked the Town Clerk for including the CEE Bill on her Town Clerk's Report, briefly outlining the purpose of the bill and various organisations which were supporting its introduction asking Members to show their support in asking the MP to support the bill.

A representative of the Helston Climate Action Group expressed concern with the Downsland Trusts decision to sell of land near Hospital Cross advising that not everyone in Helston was in favour. He advised that Helston Town Council had declared a climate emergency and many people had concerns and they had no one to turn to as all Councillors were Trustee's. The Mayor advised that the item wasn't an issue for discussion by Council but the individual Trustees could provide a response. Councillor Thomas advised that Cornwall Council would be making the planning decision regarding any proposals and they could be contacted by anyone with concerns as part of the planning process.

Councillor Thomas left the meeting at 7.08pm due to technical difficulties.

Councillor Williams advised that people were missing the ability to attend physical meetings and advised that he had been contacted by a number of residents who were concerned with the condition of the town. He advised that he was aware that many of the issues were the responsibility of other organisations but expressed the opinion that as the representative of the public it was Members duty to raise issues of concern on their behalf. Councillor Reverend Reed advised that he had cause to report a broken paving slab and Cornwall Council had rapidly fixed it. The Mayor advised that he was requesting the resurfacing of Meneage Street.

Councillor Thomas entered the meeting at 7.11pm.**258. Minutes**

On the proposition of Councillor Kenchington, seconded by Councillor Mrs Boase, it was unanimously

RESOLVED – that the Minutes of the Town Council meeting held on 18th February 2021 be approved and signed as a true record.

259. Matters Arising

Councillor Mrs Geer requested that a warning be given when a date was known for the loss of a parking facility in the Drill Hall Yard.

260. Minutes of the Planning Committee

On the proposition of Councillor Kenchington, seconded by Councillor Reverend Reed, it was unanimously

RESOLVED – that the Minutes of the Planning Committee meeting held on 4th March 2021, be received.

261. Minutes of the Policy, Finance and Resources Committee

It was proposed by Councillor Thomas, seconded by Councillor Mrs Boase, and

RESOLVED – that the Minutes of the Policy, Finance and Resources Committee meeting held on 9th March 2021, be received.

262. Announcements

The Mayor advised that the Helston and District Town Twinning Association had recently held online events with Sasso and Plougasnou which were well received. Councillor Thomas advised that the Twinning Association wished to energise the connection with Port Augusta.

263. St. Pirans Day

Councillor Mrs Geer suggested that Helston should hold a large event the following year to commemorate St Piran's Day and if this was to be achieved the organisation would need to commence immediately. Following a detailed debate it was proposed by Councillor Mrs Geer, seconded by the Mayor, and

RESOLVED – that the Council hold an event for St. Piran's Day 2022 and an Events Working Party reporting to the Amenities Committee be formed in May to develop the event.

264. Queen's Platinum Jubilee

Councillor Mrs Geer expressed the opinion that the town should hold a significant event for the Jubilee the following year and that the Town Council should be leading the celebrations. Following a brief debate it was proposed by the Mayor, seconded by Councillor Kenchington, and

RESOLVED – that the Events Working Party also develop an event for the Queen's Platinum Jubilee.

265. Carbon Footprint Reduction

Councillor Kenchington expressed the opinion that the Council should identify the level of carbon produced by Helston Town Council and develop an action plan providing targets for the reduction of carbon emissions. A detailed debate ensued during which it was proposed by the Mayor, seconded by Councillor Reverend Reed, and

RESOLVED – that Standing Order 1.14 be suspended to allow a member of the public to speak.

A representative from the Helston Climate Action Group (HCAG) confirmed that the tool produced by the University of Exeter gave a good indication of the footprint for the parish but not an individual organisation. She then expressed the hope that the Council could carry out the activity to set targets for the town as a whole as they had declared a climate emergency on behalf of the town.

Councillor Kenchington expressed the opinion that the Council needed to lead the way by example initially.

On the proposition of the Mayor, seconded by Councillor Reverend Reed, it was

RESOLVED – that Standing Order 1.14 be resumed.

It was then proposed by Councillor Kenchington, seconded by Councillor Thomas, and

RESOLVED – that Helston Town Council agreed to the production of a report by the June 2021 Full Council meeting to identify the level of carbon produced by Helston Town Council, using an appropriate Carbon Footprint Tool. Following the production of the Carbon Footprint Report the Council also commits to the production and publication of an Action Plan by October 2021 containing clearly defined, measurable and monitored reduction targets for carbon emissions in line with the Helston Town Council’s commitment to be Carbon Neutral by 2030.

It was further proposed by Councillor Kenchington, seconded by Councillor Reverend Reed, and

RESOLVED – that a Carbon Footprint Reduction Working Party be formed to produce the report and develop the action plan.

The Mayor and Councillors Mrs Boase, Kenchington and Reverend Reed volunteered to be part of the Carbon Footprint Reduction Working Party.

266. Accommodation for the HCAG Community Larder Project

This item was no longer required as the Community Larder had secured a venue.

267. Report of the Projects Officer

The Projects Officer updated Members on his report (circulated prior to the meeting) including:

- Town Vitality Funding – The bid had been successful and Cornwall Council were in the process of producing the grant offer letter.
- Reopening High Streets Safely Phase 2 – Both wall mounted hand sanitisers had been damaged and he was seeking additional funding for more durable replacements.
- Helston Cultural Quarter – The provision of community toilets within a variety of facilities could be useful for the town. In response to a question the Projects Officer confirmed that he would seek further information from other schemes on how abuse of the facilities was dealt with.
- Wendron Leats and Helston Kennels – He thanked the representatives of the Museum of Cornish Life for their support with the kennels exhibition which had gone live and he was looking forward to further contributions.
- Helston Energy Scoping Study – The scoping study was proceeding and more detail would become available. If the project was a good prospect the Council would need to consider preparing a new Rural Community Energy Funding Bid.

In respect of the Helston Cultural Quarter project it was proposed by the Mayor, seconded by Councillor Mrs Geer, and

RESOLVED – that the Council committed to exploring the potential for a community toilet scheme in Helston and that facilities available in locally owned businesses should be assessed as the initial priority.

In respect of the Monument Walk charging structure for events (not markets) it was proposed by Councillor Mrs Geer, seconded Mrs Boase, and

RESOLVED – that:

- a) power charges should not be imposed on top of the previously agreed hire charges;
- b) use of power should be monitored to inform future reviews of the tariff; and
- c) the Council offered a 20% discount for bookings during the first 12 months.

It had been proposed by Councillor Edgumbe, seconded by Councillor Reverend Reed that a 50% discount be offered for the first booking. This Motion failed.

268. Report of the Town Clerk

(1) Climate and Ecological Emergency (CEE) Bill

On the proposition of the Mayor , seconded by Councillor Kenchington, it was

RESOLVED – that the Council sign the open letter supporting the introduction of the CEE Bill produced by The Climate and Ecological Emergency Alliance – West Cornwall.

(2) Helston Climate Action Group - Insurance

It was proposed by Councillor R J L Boase, seconded by Councillor Kenchington, and

RESOLVED – that a grant of £208 from the Carbon Footprint Reduction Project be awarded to the Helston Climate Action Group to cover the cost of their annual insurance.

Members agreed that this grant be processed as an urgent payment.

(3) Policing and Security for the G7 Leaders' Summit

This item was noted.

(4) Pre-Election Arrangements

On the proposition of the Mayor, seconded by Councillor Mrs Boase, it was unanimously

RESOLVED – that the Agenda for the April Full Council meeting be amended to comply with restrictions for the pre-election period.

(5) New Councillor Training

This item was noted.

(6) Virtual Meetings

This item was noted.

(7) Local Council Awards Scheme

On the proposition of Councillor Mrs Boase, seconded by Councillor Thomas, it was

RESOLVED – that the Council apply for re-accreditation to the NALC Local Council Awards Scheme for the Quality Gold Council Level.

(8) Freedom Parade

This item was noted.

269. Schedule of Accounts for Payment

On the proposition of Councillor Mrs Boase, seconded by Councillor Thomas, it was unanimously

RESOLVED – that Account Nos. 696-754 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £49,489.70.

270. Exclusion of the Press and Public

On the proposition of Councillor Mrs Boase, seconded by Councillor Mrs Roberts, it was unanimously

RESOLVED – that pursuant to the provision of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the following items of business by reason of the confidential nature of the business to be transacted.

271. CCTV Monitoring

Members considered the confidential report of the Town Clerk (circulated prior to the meeting). It was proposed by Councillor Mrs Boase, seconded by Councillor Kenchington, and

RESOLVED – that the Council extend the CCTV Monitoring contract for a period of 8 years.

272. Proceeds of Sale of 3 Penrose Road

On the proposition of the Mayor, seconded by Councillor Williams, it was unanimously

RESOLVED – that the Council pursue every opportunity to free up the proceeds of Sale of 3 Penrose Road.

Meeting closed at 7.56pm

Confirmed

Town Mayor

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE
HELD VIRTUALLY
ON THURSDAY 25TH MARCH 2021 AT 6.30PM

Councillors: Mrs F N E Boase (in the Chair)

R Williams
M H Thomas

Mrs G A Geer

R F Edgcumbe

Officers: Miss P J Lavelle – Town Clerk
Miss A Retallack – Deputy Town Clerk

273. Apologies

An apology for absence was received from Councillor Reverend Reed.

274. Public Participation

A member of the public requested the provision of a notice board in the upper open space at Bosnoweth. She then outlined ideas for a socially distanced community event she wished to organise using the open space with the intention to raise money for local charities. The Town Clerk confirmed that she would contact the member of the public outside of the meeting to discuss her ideas.

275. Minutes

On the proposition of Councillor Thomas, seconded by Councillor Mrs Geer, it was unanimously

RESOLVED – that the Minutes of the Meeting held on 28th of January 2021 be approved and signed as a true record.

276. Officer Reports

The Grounds and General Maintenance Supervisor updated Members on the work his team had carried out over the past year and responded to Members questions.

The Town Warden then gave a detailed report on his activities and responded to Members questions. Councillor Edgcumbe advised he had been made aware of an issue caused by buses using Church Street and queried if the Town Warden was aware of any problems. The Town Warden confirmed that he had not been made aware of any issues. Councillor Thomas expressed the opinion that the problems were exacerbated by the works on Penhellaz Hill. Following a brief debate it was proposed by Councillor Thomas, seconded by Councillor Edgcumbe, and unanimously

RESOLVED – that the Town Clerk contact Cornwall Council to request that the Civil Enforcement Officers focus their attention on blockages in Church Street to avoid problems due to the works being carried out on Penhellaz Hill.

277. Free use of the Guildhall

Members discussed whether they wished to change or extend the existing policy regarding the free use of the Guildhall for specific groups. On the proposition of Councillor Mrs Geer, seconded by Councillor Thomas, it was

RESOLVED – that:

- a) consideration of the charging structure be deferred until the May Amenities Committee meeting; and
- b) the Helston Country Market continued to be charged £18 including vat for hire of the Corn Exchange until the end of May with future fees to be determined as part of the review of the charging structure.

Councillor Mrs Boase declared an interest and left the meeting during this item at 7.56pm. Councillor Thomas took the Chair at 7.56pm

Councillor Mrs Boase returned to the meeting and resumed the Chair at 8.05pm.

278. Report of the Town Clerk**i) Wildflower Verges**

On the proposition of Councillor Mrs Geer, seconded by Councillor Thomas, it was

RESOLVED – that the Council seek to include small sections of wildflowers at selected locations within the verges including at key junctions along Clodgy Lane and the Redruth Road.

ii) Herbicide Use in Open Spaces

On the proposition of Councillor Thomas, seconded by Councillor Mrs Boase, it was

RESOLVED – that the matter be deferred to the Policy, Finances and Resources Committee to develop a written policy on herbicide use within the town.

iii) Notice Boards

Following a brief debate it was proposed by Councillor Thomas, seconded by Councillor Mrs Boase, and

RESOLVED – that a Notice board be provided at the upper open space in Bosnoweth and the Town Clerk be given delegated authority to purchase and appropriate notice board.

iv) Monument Walk Market.

On the proposition of Councillor Mrs Geer, seconded by Councillor Thomas, it was

RESOLVED – that the first Monument Walk Market commence on 13th May 2021 and that the traders be offered a free stall for the May market.

v) Beating the Boundaries

Following a detailed debate, it was proposed by Councillor Edgcumbe, seconded by Councillor Williams, and

RESOLVED – that a physical Beating the Bounds event not be held in 2021 and the locations of the boundary stones be made available to encourage individuals to participate in a virtual event.

279. Exclusion of the Press and Public

On the proposition of Councillor Thomas, seconded by Councillor Edgcumbe, it was unanimously

RESOLVED – that pursuant to the provision of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the following items of business by reason of the confidential nature of the business to be transacted.

280. Confidential Report of the Town Clerk**i) Penrose Road Car Park**

This item was noted.

ii) Master Keys System

Members considered the Confidential Report of the Town Clerk (circulated prior to the meeting). Following a brief debate it was proposed by Councillor Mrs Geer, seconded by Councillor Thomas, and

RESOLVED – that this item be deferred to the April Full Council meeting to allow the consideration of additional quotations.

Meeting closed at 9.17pm

Confirmed

Chair

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MINUTES OF A MEETING OF THE PLANNING COMMITTEE
HELD VIRTUALLY
ON THURSDAY 31st MARCH 2021 AT 6.30 PM

Councillors: M J Kenchington (in the Chair)

R J L Boase

J Martin (Town Mayor)

Mrs G A Geer

Rev D P Reed

Mrs N Roberts

Officers: Miss P J Lavelle –Town Clerk
Miss A D Retallack – Deputy Town Clerk

281. Minutes

On the proposition of Councillor Mrs Roberts, seconded by Councillor Reverend Reed, it was

RESOLVED – that the Minutes of the Meeting held on 4th March 2021 be approved and signed as a true record.

282. Cornwall Councillors' Observations

As a member of the Cornwall Council West Sub-Area Planning Committee, the Mayor reserved the right to change his view on an application in light of additional information at the time of the Cornwall Council Planning Committee meeting.

283. Planning Applications

CATEGORY I

	<u>Recommendation</u>
(i) <i>Planning Application PA21/01096 Application type: Full Application Replace external two piece side door with one door, wooden, to match existing 13 Coinagehall Street, Helston For Mr J Wilkin</i>	<i>Approval subject to Conservation Officer's Consent</i>
(ii) <i>Planning Application PA21/02271 Application type: Non Material Amendment in relation to Decision Notice PA21/09087. Move extension 600mm further away from boundary wall. Penlee, 57 Godolphin Road, Helston. For Mr and Mrs Grant</i>	<i>Approval</i>
(iii) <i>Planning Application PA21/01947 Application type: Full Application Alterations to existing shopfront and change of use of dwelling to offices (Class E (g)). 78 Godolphin Road, Helston For Mr P Fraser</i>	<i>Approval</i>

- (iv) *Planning Application PA21/01774*
Application type: Full Application
Proposed parking spaces to the rear and associated works.
127 Meneage Street, Helston
For Mr J Cows *Approval*
- (v) *Application type: Listed Building Consent*
Proposed parking spaces to the rear and associated works.
127 Meneage Street, Helston
For Mr J Cows *Approval*

The delegated decisions of the Chair and Vice-Chair were noted and it was accepted that the Cornwall Council Planning Officer be notified of the recommendations accordingly.

CATEGORY II

- (vi) *Planning Application PA21/01165*
Application type: Outline Application including Access,
Appearance, Layout and Scale (Landscaping – Reserved
Matter).
Five new 2 bedroom dwelling houses in two terraces.
4 Manor Close, Helston
Land south west of Sanctuary Lane, Helston
For Kernoweth Homes Ltd

Councillor RJJ Boase gave a presentation with the aid of photographs and then the Mayor gave a presentation with the aid of photographs.

Following a detailed debate it was proposed by the Mayor, seconded Councillor Mrs Geer, and

RESOLVED – that the Town Council recommended approval of Application PA21/01165.

Councillor RJJ Boase requested that his vote against the resolution be recorded.

- (vii) *Planning Application PA21/02162*
Application type: Full Application
Replacement of roof and two-storey extension
57 St Johns Road, Helston
For Mrs N Hawkins

Councillor Mrs Geer gave a presentation with the aid of photographs.

Councillor Reverend Reed left the meeting at 7.27pm.

It was proposed by Councillor Mrs Geer, seconded by the Mayor, and unanimously
 RESOLVED – that the Town Council recommended approval of Application PA21/02162.

284. Correspondence Relating to Planning Applications**(i) Climate Emergency DPD**

The Deputy Town Clerk informed Members that a notification had been received from Cornwall Council regarding a proposed amendment to the Climate Emergency Development Plan Document (DPD) Pre-Submission draft, to include Porthtowan. This item was noted.

(ii) Application PA21/00766

The Deputy Town Clerk confirmed that a response had been sent to the Planning Officer in relation to his email (previously circulated to Members) regarding Planning Application PA21/00766.

285. Date of Next Meeting

It was proposed by Councillor R J L Boase, seconded by the Mayor, and unanimously

RESOLVED – that the next scheduled Planning Committee meeting be moved from Thursday 6th May 2021 to Wednesday 5th May 2021 due to Member availability because of involvement in the elections on 6th May 2021.

Meeting Closed at 7.38pm

Confirmed

Chair

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Town Council Meeting 5th May 2021**Report of the Projects Officer (PO)**

- incorporating feedback from the Projects Group meeting held on 26 March 2021.

1. Budget/Funding Update**i) Town Vitality Funding (TVF) bid**

1.1 It was anticipated that the funding Agreement would be received soon and that the funding would be transferred to the Council (as Accountable Body) once it had been signed and returned to Cornwall Council (CC). The first meeting of the Place Shaping Board had been called for Thursday 15 April.

ii) Reopening High Streets Safely – Phase 2

1.2 Both wall-mounted hand sanitisers had been vandalised but Cornwall Development Company had confirmed that it would be possible to apply for additional grant funding to cover the cost of replacements. It is the intention to procure robust replacements.

2. Helston Cultural Quarter**i) General Update**

2.1 It was reported that the preferred architect (Alison Bunning) would be commissioned as soon as the TVF Agreement was in place. A small band of volunteers from South Kerrier Heritage Trust, working together with CAST, would be clearing vegetation from the Museum bank and CAST boundary as necessary in preparation for the topographical survey which was likely to be carried out in week commencing 12 April.

ii) Penrose Road Car Park

2.2 CC's Community Link Officer (CLO) had advised that any potential for devolution of Penrose Car Park should be considered as part of a wider project which would include devolution of Fairground Car Park (and High Burrow car park in Porthleven). The CLO would be providing feedback following meetings with internal colleagues.

2.3 The Projects Group recognised that progress with the Cultural Quarter Project was not dependant on devolution of the Penrose Road car park and that the Council had already confirmed its formal commitment to removing parking from the Drill Hall Yard to enable it to be used for purposes beneficial to the Cultural Quarter. It was noted that at the appropriate time reasonable notice would be given to third parties currently using the Drill Hall Yard for parking.

iii) Guildhall - Lower Ground Floor

2.4 A brief for seeking quotations from design professionals was under preparation. The quotations would be presented to the Amenities Committee in the first instance.

iv) Community Toilets

- 2.5 Following the Council's March resolution to explore potential for a Community Toilet scheme, a dialogue had been initiated with one locally owned business that had expressed an interest.
- 2.6 Further dialogue would be opened with other locally-owned businesses with a view to achieving a good geographical spread across the town centre. It was noted that the cost to the Council of running the scheme was likely to constrain the overall number of businesses that could be included. It was considered in particular that suitable businesses in Market Place should be approached with a view to mitigating against potential loss of capacity in the Guildhall although it was noted that the Cultural Quarter design brief already requires investigation of feasible options for an alternative public toilet in the vicinity.

3. Leats and Kennels

- 3.1 An initial version of the digital exhibition had been launched on the Museum of Cornish Life's website following the Council meeting on 18 March. It was the intention to add further content over time, including drone film coverage of the leats, an animation of the water flow and more audio/video clips from local people.
- 3.2 Information had already been forwarded to the local Press but Group members requested that the exhibition should also be publicised on the Council's Facebook page and website. It was also suggested that information should be included on the Discover Helston website which had automatic links to many other websites and social media channels.

4. Helston Energy Scoping Study

- 4.1 The Scoping Study was proceeding and a progress meeting for the Project Team with Atlantic Energy has been arranged for 13 April.
- 4.2 To date work had focussed on identification of sites for land PV arrays where connections to the local grid could be facilitated. Later work was likely to investigate options for overcoming grid constraints, including battery storage, and the viability of generating surpluses of benefit to the community.
- 4.3 Subject to the scoping study identifying a suitable project and receiving positive feedback from the South West Energy Hub it is still the intention to prepare and submit another Rural Community Energy Fund (RCEF) bid later this year. There are two possible submission dates, in June and September.

5. Coronation Gardens/King George V Playing Fields

- 5.1 The Project Team had had a positive meeting on 24 March and progress was being made in planning a consultation and engagement programme to inform the design of enhancements. This included meetings with stakeholders, site workshops for children from St Michael's School on 4 May, and the distribution of leaflets/surveys (hard copies and online). It was the aim to present a costed scheme to the Amenities Committee in July.

5.2 Group members felt that it would be beneficial to issue publicity on the Council's Facebook page to explain the aims of the project and to link up with the Discover Helston website and its social media feeds.

6. Monument Walk

6.1 It was noted that in March the Council had approved the following recommendations in relation to the hiring of space at Monument Walk for events:

- i) that power charges would not be imposed on top of previously agreed hire charges
- ii) that use of power should be monitored to inform future reviews of the tariff
- iii) that at the present time a discount of 20% would be offered to commercial users. *(There is no charge for community and charitable groups)*

6.2 At the Amenities Committee meeting on 25 March, it was confirmed that the monthly Monument markets should re-open on 13 May and that pitches would be free of charge to all stallholders for the first market.

6.3 It was agreed that Helston Community Interest Company (CIC) should be approached to see if information about the Monument markets could be circulated to their market database.

Projects Officer

31st March 2021

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Town Council Meeting 18th March 2021

REPORT OF THE TOWN CLERK

1. Grant – Furry Youth Café (Helston)

An invoice has been received for payment of the grant for the provision of youth services for The Furry Youth Café (Helston). Permission is sought to pay over the budgeted sum.

2. Virtual Meetings

As part of the response to the Covid-19 pandemic the Government passed temporary legislation which permitted the remote attendance at meetings. These regulations will cease after 7th May 2021 after which time Council will again be required to hold physical meetings.

A court case was submitted by Lawyers for Local Government, National Association of Local Council's (NALC) and Hertfordshire County Council challenging the definition of place under the Local Government Act 1972 and this was heard on 22nd April with a decision is expected by the end of April. Should this court case be successful then remote meetings would be permitted to continue. Alternatively, the Council will be required to hold the Annual Council Meeting and future Council meetings as covid secure physical meetings. However, it may not be possible to hold regular physical meetings due to Covid-19 risks. The Cornwall Association of Local Councils (CALC) has suggested the following solution:

- Physical Full Council meetings be held quarterly in a Covid secure venue with business be kept to the minimum to reduce the time of the meetings. Attendance at these meetings would be counted under the 6 month rule.
- Remote consultation events be held to discuss all other business outside of the physical meetings. The remote events would be held in compliance with the Council's Standing Orders and would be open to the public.
- The recommendations from the consultation events would be enacted by the Town Clerk under delegated authority in accordance with a scheme of delegation.

A revised scheme of delegation provided by CALC is attached at **Appendix I** /will be circulated as soon as it is available for Members consideration.

Members are requested to agree a procedure and a scheme of delegation on the basis that remote meetings will no longer be possible after 7th May 2021.

27th April 2021

Town Clerk

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Helston Town Council

List of Payments made between 16/03/2021 and 31/04/2021

		Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
	1-17	15/04/2021	Salary Related Expenses	BACS	£26,050.18	Salary
	18	01/04/2021	Cornwall Council	Std Ord	£200.90	Rates Guildhall Pub Cons
	19	01/04/2021	Cornwall Council	Std Ord	£60.03	Rates Monument Walk Pub Cons
	20	01/04/2021	Cornwall Council	Std Ord	£102.03	Rates Trengrouse Way Pub Cons
	21	01/04/2021	Cornwall Council	Std Ord	£1,096.00	Rates - Guildhall
	22	20/04/2021	British Telecom	DD5	£38.94	Telephone
	23	20/04/2021	British Telecom	DD6	£178.52	Broadband Bill
	24	20/04/2021	British Telecom	DD7	£196.52	BT 558881
	25	20/04/2021	Good Energy Ltd	DD8	£21.08	Electricity - Guildhall
	26	20/04/2021	Argos	CCARD1	£113.40	Heaters
	27	20/04/2021	Euro Tool Hire & Sales	CCARD2	£64.80	Equipment Hire
	28	20/04/2021	Euro Tool Hire & Sales	CCARD3	£172.80	Equipment Hire
			Void	CCARD4		Void
	29	20/04/2021	Zoom Video Communications Inc	CCARD5	£23.98	Zoom Video Conferencing
	30	20/04/2021	Amazon Payments UK Ltd	BACS18	£34.66	PPE and Sundry Equipment
	31	20/04/2021	Helston Home Hardware	BACS19	£50.36	Town Warden Materials

	32	20/04/2021	British Gas Services	BACS20	£132.00	Call out re Boiler & Flue
	33	20/04/2021	Cornwall Association of Local	BACS21	£2,621.52	Annual Subscription 2021/22
	34	20/04/2021	Cormac Solutions Ltd	BACS22	£1,353.89	Council Vehicles Lease
	35	20/04/2021	Corserv Ltd	BACS23	£268.60	Fuel for vehicles
	36	20/04/2021	Combined Tree Services Ltd	BACS24	£360.00	KGV Play Area - Tree Works
	37	20/04/2021	Elan Citty Ltd	BACS25	£4,331.42	Radar Speed Signs
	38	20/04/2021	Ellis Whittam Ltd	BACS26	£2,600.87	Combined Care - Year 3
	39	20/04/2021	E.on	BACS27	£33.65	Electricity - Street Light Upton Ope
	40	20/04/2021	Focus Technology	BACS28	£1,854.57	Monthly software & IT Support , 2 x Laptop
	41	20/04/2021	Furry Youth Cafe CIC	BACS29	£9,000.00	Grant
	42	20/04/2021	Helston Trailers & Machinery	BACS30	£403.62	Service of Maintenance Equipment
	43	20/04/2021	Helston Fabrications Ltd	BACS30b	£144.00	Container Rental April 2021
	44	20/04/2021	Jewson Ltd	BACS31	£49.20	Maintenance Materials
	45	20/04/2021	Helston Window Cleaners	BACS32	£75.00	Window Cleaning
	46	20/04/2021	National Association of Local	BACS33	£38.93	Training - Deputy Town Clerk
	47	20/04/2021	Parc Signs Ltd	BACS34	£945.47	Horse & Jockey Road Sign
	48	20/04/2021	Pascoe Building Services Ltd	BACS35	£111.60	Repairs to Roof of Monument P C
	49	20/04/2021	Progreen Weed Control Solution	BACS36	£152.82	PPE
	50	20/04/2021	BTE Services Ltd	BACS37	£48.59	Sanitary Unit and Mat Hire

51	20/04/2021	South West Water Ltd	BACS38	£523.13	Sewerage - Guildhall Pub Cons
52	20/04/2021	South West Water Ltd	BACS38B	£67.88	Water and Sewerage Trengrouse Way Pub Cons
53	20/04/2021	Trevena Cross Nurseries & Gard	BACS39	£726.72	Plants for Rounabout and Cades Parc
54	20/04/2021	Viridor Waste Management Ltd	BACS40	£77.58	Waste Collection
55	20/04/2021	Zurich Insurance plc	BACS41	£5,945.02	Insurance
56	20/04/2021	Hudson Accounting Ltd	BACS42	£450.00	2021/21 Final Audit
57	06/04/2021	Helston Athletic Football Club	BACS43	£1,000.00	Grant
58	19/04/2021	PETTY CASH		£93.21	Fuel, Parts, Cleaning Mats

Total Payment: £61,813.49

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