

HELSTON TOWN COUNCIL
Konsel an Dre Hellys

The Guildhall, Helston, Cornwall, TR13 8ST
Tel: 01326 572063
Email: townclerk@helstontc.com

12th February 2015

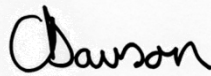
To: The Mayor and Members of the Town Council

Dear Councillor

You are summoned to attend an Ordinary Meeting of the Helston Town Council to be held in The Guildhall, Helston, on **THURSDAY 19TH FEBRUARY 2015 at 7.15 p.m.** for the purpose of transacting the undermentioned business.

The meeting will be preceded with Prayers at 7.10 p.m.

Yours sincerely,



Chris Dawson
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. To receive a report by the Police Officer in attendance.
4. To receive reports from, and to put questions to:-
 - (a) Cornwall Councillor Mrs Judith Haycock
 - (b) Cornwall Councillor Phil Martin
 - (c) Cornwall Councillor Andrew Wallis
 - (d) Mrs Maxine Hardy – Community Network Manager (**Appendix A – grey**)
5. 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.
6. To consider planning applications referred from the Planning Committee by reason of a tied vote or the Committee becoming inquorate due to Members' declarations of interest, if any.

7. To approve and sign the Minutes of the Town Council Meeting held on 15th January 2015 (**Appendix B – white**).
8. Matters Arising from the 15th January 2015 Minutes (for information exchange only).
9. To receive the Minutes of the Planning Committee Meetings held on 8th January 2015, 15th January 2015 and 5th February 2015 (**Appendix C, Appendix D and Appendix E – light green**).
10. To receive the Minutes of the Policy, Finance and Resources Committee Meeting held on 13th January 2015 and 10th February 2015 (**Appendix F and Appendix G – salmon**) which include the following recommendations:-

- a) *that the Town Clerk's office opens to the public on Wednesdays unless there are exceptional circumstances.*
- b) *that Town Council agendas be produced on white paper with numbered pages, the exception being confidential items that will remain on pink paper.*
- c) *that Full Council adopt the following amendments to Standing Orders:-*
 - i) *Para. 1.15 – to read 'Photographing, recording, broadcasting or transmitting the proceedings of a meeting is permitted provided it does not interfere with the progress of the meeting.'*
 - ii) *Para. 1.23 – to read 'Prior to a meeting, a Councillor should submit a reason for their absence, but this will not be announced with the apology.'*
 - iii) *Para. 2.10 xi – replace 'Town Centre Manager' with 'Town Centre Regeneration Officer'.*
 - iv) *Section 18 – Replace 'Advisory Committees' with 'Working Parties' and Full Council or the committee creating a Working Party must agree specific Terms of Reference.*
 - v) *p.41 Amenities Committee Terms of Reference*

Responsibility under delegated powers to also include:

- *Redruth Road Approach Boulder Area*
- *Lower Trengrouse Way Gardens*
- *Drill Hall Yard*
- *Millennium Cross Area*
- *Falmouth Road Boulder*

- vi) *p.42 Planning Committee Terms of Reference*

Insert – 'A reserve committee member shall be nominated to prevent a meeting being inquorate. If called upon, the Reserve Member must attend the whole meeting.'

- vii) *p.43 Play & Young People Committee*

Insert – 'Only Town Councillors are eligible to vote on any matter.'

11. To receive the Minutes of the Amenities Committee Meeting held on 22nd January 2015 (**Appendix H – orange**).
12. To receive the Notes of the World War One Working Party Meetings held on 19th January 2015 and 28th January 2015 (**Appendix J and Appendix K – white**).
13. To receive the Notes of the Notice Boards Working Party Meeting held on 10th February 2015 (**Appendix L – white**).
 - a) *that one new interior, double-door, flameproof notice board (size approx. 1800mm wide by 1200mm high) plus one single-door notice board of the same design (size approx. 1200mm wide by 1200mm high) should be purchased. Both boards to be aluminium framed and tamperproof. The colour of the back boards to be 'wine/plum'. These boards to be mounted on the west side of the internal corridor between the set of swing doors and doors into the Corn Exchange. Cost not to exceed £450 ex VAT.*
 - b) *that one single door notice board, of the same specifications (size approx. 900mm wide by 600mm high) should be purchased to replace the current board which shows Councillors details. Cost not to exceed £150 ex VAT.*
 - c) *that the frame holding the 'Helston Bag' be removed and that the right hand glass panel of the Town Clerk's office door (as observed from the corridor) be signed using vinyl lettering, to match the wine/plum colour (as above) with the following words:*

*Town Clerk's Office
Open
Monday to Friday
9 - 4*
14. To give further consideration to a funding request from the Helston Business Improvement Partnership (**Appendix M – yellow**).
15. To receive announcements and communications from the Mayor and Town Clerk.
16. To answer questions received from Members pursuant to Standing Order 8.1.
17. Motion by Councillor R J L Boase
All Town Councillors are allocated and use a helston-tc.gov.uk e-mail address.
18. To consider the report of the Town Centre Regeneration Officer (**Appendix N – yellow**).
19. To consider the report of the Town Clerk (**Appendix O – blue**).
20. To authorise the payment of Accounts (**Appendix P – white**).
21. To receive written reports from, and to put questions to, Councillors who have attended meetings as representatives of Helston Town Council, since the last Meeting.

22. Items for the next Agenda.
23. Exclusion of the Press and Public
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.
24. To consider the Town Clerk's Report regarding the Roll of Honorary Freemen (**Appendix Q – pink**).