

MINUTES OF A MEETING OF HELSTON TOWN COUNCIL
HELD IN THE GUILDHALL, HELSTON
ON THURSDAY 15TH NOVEMBER 2012 AT 7.15 PM

Councillors: J P Radford-Gaby (Town Mayor) in the Chair

R Williams
Mrs S M E Swift
R J L Boase

N J C Devenish
K Reynolds
D C Swift

M H Thomas
J Martin

Officers: Mr C Dawson (Town Clerk)
Miss P J Lavelle (Assistant to the Town Clerk)
Mr J Birkett (Town Centre Manager)

338. Apologies

Apologies for non-attendance were received from Councillors Mrs Boase who was involved in the election, Councillor Pryor who was on holiday and Councillor Miss Hornsby who was unwell.

On the proposition of the Chairman, seconded by Councillor D C Swift, it was

RESOLVED – that the Apologies be received and accepted.

339. Declarations of Interest

The Mayor and Councillor Mrs Swift declared an interest in Agenda item 18 as Directors of the Helston BIP. Councillor R J L Boase also declared an interest in Agenda item 18 as a member of the Helston BIP.

Councillor Williams declared an interest in Account No. 337 on the Schedule of Accounts (Agenda item 14).

340. Police Matters

The Mayor extended a welcome to PCSO Whitford who presented a detailed report which included recent crime figures and those for the corresponding period from the year previous.

Councillor Thomas referred to the comments from Councillor Devenish regarding parking on the bus stops to advise that he had noticed two cars parked on the bus stop one evening which had caused congestion when the bus arrived and asked if this was something the Police could monitor. PCSO Whitford advised that he would raise the issue with his Sergeant. Councillor Reynolds advised that the bus stop had been designated a clearway which prevented vehicles parking there at any time.

Councillor Williams referred to the Football Club Fireworks event expressing the opinion that it was a fantastic display which could attract double the people and cars the following year and enquired who was responsible for the parking arrangements. PCSO Whitford advised that the event organiser would be responsible for the traffic management and that he was willing to liaise with the Football Club and assist them. The Mayor advised that there had been a lot of traffic in Kellaway Park and whilst it was a good event for Helston it would need more parking arrangements if it grew any bigger.

341. Reports from Local Cornwall Councillors and the Community Network Manager

a) Local Cornwall Councillors

The Mayor advised that apologies had been received from Councillor Robertson.

Councillor Mrs Haycock advised that she had been involved with a number of Scrutiny issues at County Hall and meetings regarding the Fire Service and County Archive. She advised that locally she had assisted with a number of issues regarding planning, parking, drains and land ownership. Councillor Mrs Haycock advised that she had some Community Chest funding available and invited the Town Council to submit an application in respect of the Carey Parc Play Area. The Town Clerk confirmed that an application had been submitted via Mrs Chadwick the previous day.

Councillor Devenish referred to the hatching in Church Street which had only been repainted on the new surfacing and requested an update. Councillor Mrs Haycock advised that she had followed-up the issue and had been told that the hatching would be repainted in its entirety. Councillor Devenish queried when the work would be carried out. Councillor Mrs Haycock advised that she had not been given a timescale but confirmed that she would let Councillor Devenish know by e-mail.

Councillor Reynolds asked if the Council could apply for funding for the public toilets. Mrs Chadwick advised that grants could only be applied for community projects and not to provide a service.

Councillor Thomas advised that he was glad to see the reduction of the speed limit to 30mph along the Redruth Road and asked if reminder signs could be installed. Councillor Mrs Haycock advised that legislation did not allow for the installation of 30mph repeater signs. Councillor Thomas then suggested the installation of signs warning the public that a new speed limit was in place. Councillor Martin advised that there was the same issue along the Falmouth Road and expressed the opinion that there should be some indication of the change of speed limit. Councillor Mrs Haycock advised that she had queried both with Cornwall Council Highways Department and would forward the e-mail to the Town Clerk for circulation to Members.

The Mayor advised that apologies had been received from Councillor Wallis and confirmed that he had provided a written report which had been circulated in Members' folders.

b) Community Network Manager

Mrs Chadwick referred to the Citizenship 4 Life end of year breakfast to advise that she had not received Members' responses to the invite confirming that there were still spaces available. Mrs Chadwick then referred to the Youth Diamond project to advise that the bus would be visiting the participating villages on Wednesday evenings for approximately two hours to run different sessions and asked for Members help advertising the initiative. Mrs Chadwick further advised that the Community Network Panel had agreed to set the meeting dates for the following year to maximise attendance and gave the dates for the following 12 months. Mrs Chadwick advised that she had been working with a dementia friendly group regarding making Falmouth a dementia friendly town similar to the Safe Place scheme. Mrs Chadwick advised that she would be in contact with the Town Clerk to see whether the 50+ Forum and Helston Town Council were interested in bringing a similar scheme to Helston. Mrs Chadwick gave advance apologies that she would not be able to attend the meeting in December as she would be away but advised she would be providing a report and was willing to answer Members' questions in advance of the meeting.

Councillor Thomas queried if there was an update on the Helston Food Bank and whether there were any plans for Christmas. Mrs Chadwick advised that she had received an update from the Food Bank confirming that Mustard Seed had allowed them use of additional space and they had followed up on the supermarket contacts. Mrs Chadwick further advised that she understood that representatives from Helston Food Bank had also met with Mr Perry from the West Briton.

342. Public Participation

The Mayor advised members of the public that in accordance with the Council's Standing Orders they were only able to speak once for a maximum of three minutes.

A member of the public expressed his pleasure that Remembrance Sunday was well supported by the younger generation but advised that he had been disturbed that a number of the people attending had been given car parking tickets. He then referred to the Christmas Fayre to advise that he understood that the stall charge was £50 and expressed the opinion that this might be too much and could keep traders away. He then queried the item for VAT for Round the Clock Security included on the Schedule of Accounts advising he understood that VAT was charged at the same time the initial invoice was raised. The Mayor advised that he had been aghast that the Civil Parking Enforcement Officers had been out on Remembrance Sunday but he had been advised that tickets were only given to those illegally parked and they were only out to keep the roads clear for the Remembrance Parades. The Town Centre Manager confirmed that the stall charge for the Christmas event was not £50.00 and had been structured so that those who would turnover most such as food stalls would pay more whilst stalls with a lower turnover would pay less. The Town Clerk advised that Round the Clock Security had registered for VAT but had only recently received their VAT certificate which meant the Town Council was liable to pay VAT on the previous invoices. The Town Clerk advised that the Town Council was able to reclaim the VAT in full and so there was no additional cost to the Council.

The Chair of the Cornubian Arts and Science Trust (CAST) advised that she hoped Councillors had had the opportunity to read her update on 3 Penrose Road. She then outlined the aims of CAST and the proposed use of the building. She then updated Members on the condition of the building to confirm that, since the report, they had been advised that one of the roofs was likely to be structurally unsound. She advised that CAST remained hopeful in obtaining funding but confirmed that Helston Town Council's role was crucial and she hoped some of the money from the purchase could be re-invested in the building.

A Trustee from CAST advised that the proposals for 3 Penrose Road were a most amazing opportunity for Helston informing Members of the Chair's reputation and abilities. She then urged the Town Council to support the proposal in as many ways as it was able.

A member of the public advised that he supported CAST's request for funding but requested that the Town Council considered all community buildings. He then requested confirmation of when the Town Plan would be published and, if not able to give a date, asked for a direct answer to question twenty three. In respect of the comments regarding Community Chest funding for the public toilets he asked where the Downsland Trust criteria were available stating that the Community Chest funding criteria could be found online. He then asked the PCSO how people could cross the yellow line to park in Five Wells Lane following Cornwall Council's change to the parking restrictions. The Mayor suggested that the query to the police regarding the parking restrictions be discussed directly outside of the meeting due to its complexity. Councillor Reynolds advised that the Downsland Trust's criteria excluded anything which was funded out of the public purse. The Mayor advised that the Town Plan Working Groups had provided the Town Clerk with copies of the notes from their recent meetings and would be holding more meetings before the end of December.

A member of the public who was also a Director of the Helston Business Improvement Partnership (HBIP) referred to the Town Centre Manager's Report and advised that this was the first time she had been made aware of a plan to formalise the use of Apprenticeships. She asked for information on what they would do, how long they would be employed and whether they would be mentored by the current Town Council staff or by HBIP. The Mayor confirmed that the item related to Helston Town Council but advised that he was unable to answer the question as it was a confidential item later on the agenda.

343. Minutes

On the proposition of Councillor Thomas, seconded by Councillor D C Swift, it was

RESOLVED – that the Minutes of the Town Council meeting held on the 18th October 2012 be approved and signed as a true record.

344. Minutes of the Planning Committee

On the proposition of Councillor Martin, seconded by Councillor D C Swift, it was

RESOLVED – that the Minutes of the Planning Committee meetings held on the 18th October and 1st November 2012, be received.

Councillor Devenish queried why the Notes for the Licensing Consultative Sub-Committee were not presented to Full Council. The Town Clerk confirmed that the Licensing Consultative Group was not a Sub-Committee but similar to a Working Party and the Notes were not presented to Full Council. The Town Clerk confirmed that in accordance with Standing Orders the details of the decision had been included on his Town Clerk's Report but advised that he could forward a copy of the notes onto Councillor Devenish.

345. Minutes of the Policy, Finance & Resources Committee

On the proposition of Councillor Mrs Swift, seconded by Councillor Martin, it was

RESOLVED – that the Minutes of the Special Policy, Finance & Resources Committee meeting held on the 25th October 2012, be received.

346. Announcements

The Mayor confirmed that he was very proud on Remembrance Sunday when so many had turned out to pay their respects but advised that he had been disappointed that one of the local papers had not covered the event. The Mayor further advised that the Christmas vouchers traditionally distributed by the office were now ready for circulation and asked Members and members of the public to contact the Mayor's Secretary in confidence with details of anyone for whom a £15.00 voucher would make a significant difference. The Mayor advised that he still had tickets available for the Mayor's Charity Ball.

347. Report of the Town Centre Manager

In response to questions the Town Centre Manager clarified several items of terminology in his report. Councillor Devenish queried whether the Town Centre Manager had been able to make contact with the representative of the Homes & Communities Agency regarding Helston Business Park. The Town Centre Manager advised that he had been away and had not been able to make contact but would ensure he spoke to them and would provide an update prior to Christmas.

348. Report of the Town Clerk

(1) Licensing Decisions

This item was noted.

(2) Training

It was proposed by Councillor D C Swift, seconded by Councillor Reynolds, and

RESOLVED – that:

- a) the Town Clerk be authorised to attend the Safeguarding for Community Halls event on 3rd December 2012; and
- b) the Assistant to the Town Clerk be authorised to attend the Funding Event on 20th November 2012.

(3) Office Closure

It was proposed by the Mayor, seconded by Councillor Thomas, and

RESOLVED – that the office be closed on Christmas Eve.

(4) Grant

Following a brief debate it was proposed by Councillor Devenish, seconded by the Mayor, and

RESOLVED – that:

- a) the payee not be amended for the grant awarded to McGill’s Music; and
- b) Mr McGill be contacted to advise that the Town Council required that the cheque be paid into a separate bank account in the name of his not-for-profit organisation.

(5) 3 Penrose Road

The Mayor thanked the representatives from CAST who had spoken during Public Participation for their update. He confirmed that the proceeds from 3 Penrose Road were currently ring-fenced in a separate account and would require an item on a future Agenda to allow Member’s to re-consider this, advising that he intended to place an item on the next Agenda. This item was then noted.

(6) Guildhall Heating System

The Town Clerk updated Members on the situation regarding the Guildhall heating system. Following a detailed debate it was proposed by Councillor Devenish, seconded by Councillor R J L Boase, and

RESOLVED – that:

- a) the Town Council obtain three quotations for the replacement of the boiler and flue;
- b) the Mayor, Deputy Mayor and Chair of Amenities be given delegated authority to accept the best value quotation; and
- c) the Town Clerk be authorised to purchase additional heaters if required.

349. Schedule of Accounts for Payment

On the proposition of Councillor D C Swift, seconded by Councillor Thomas, it was

RESOLVED – that Account Nos. 325-359 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £22,828.44.

It was agreed that the cheques would be signed by Councillor Williams and Councillor Mrs Swift the following day.

350. Attendance at Meetings

The Mayor advised that he had attended a Helston Business Improvement Partnership meeting on the day the agenda was circulated and confirmed that he would provide a report for the following meeting.

On the proposition of Councillor Reynolds, seconded by Councillor Martin, it was

RESOLVED – that the written reports submitted by Councillors Devenish and Thomas be received.

351. Items for the next Agenda

The Mayor requested that Members contact the Town Clerk's office ten clear days prior to the meeting to place items on the following Full Council Agenda.

352. Exclusion of the Press and Public

On the proposition of Councillor Devenish, seconded by Councillor Williams, it was

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 item of business by reason of the confidential nature of the business to be transacted.

353. Report of the Town Centre Manager

For clarity the Town Clerk confirmed that the proposal contained in the Town Centre Manager's report related to Helston Town Council and not the Helston Business Improvement Partnership. On this basis the Mayor and Councillors Mrs Swift and R J L Boase withdrew their declarations of interest in this item.

Members then considered the confidential report of the Town Centre Manager regarding staffing. A detailed debate ensued at the conclusion of which it was proposed by Councillor Mrs Swift, seconded by Councillor Reynolds, and

RESOLVED – that the item be deferred until the Full Council meeting on 20th December to allow the Town Centre Manager to circulate additional information to Members.

Meeting closed at 9.58pm

Confirmed

Town Mayor