

MINUTES OF A MEETING OF HELSTON TOWN COUNCIL
HELD IN THE GUILDHALL, HELSTON
ON THURSDAY 16TH MAY 2013 AT 7.15 PM

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

R Williams	Miss J A Hornsby	L C W Harris
R J L Boase	J Martin	M Knight
Mrs F N E Boase	M Upton	Mrs N Roberts
M H Thomas	Mrs G A Geer	

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

The Mayor welcomed and congratulated the new and re-elected Members.

5. Declarations of Interest

Councillor Knight declared an interest in item 21 of the Town Clerk's report as a Member of the Helston Business Improvement Partnership (HBIP) and asked if a dispensation could be given. The Town Clerk confirmed that Item 21 was not a HBIP matter.

6. Police Matters

The Town Clerk advised that apologies had been received from the Devon & Cornwall Constabulary and read a report which included recent crime figures.

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

a) Local Cornwall Councillors

The Mayor congratulated the Cornwall Councillors on their election.

Cornwall Councillor Mrs Haycock advised that the problems with the yellow lines outside the antiques shop in Wendron Street were being rectified the following week. She further advised that the Flora Day clean up went well with only one complaint which was dealt with immediately.

In response to a question, Councillor Mrs Haycock advised that the issues with the Belmont Road crossing would be rectified within a fortnight confirming that, as the site was no longer in her Division, she was also copying the information to Cornwall Councillor Martin as the Local Member.

Cornwall Councillor Martin thanked the electorate for electing him advising that he hoped everyone would work well together.

In response to a question Councillor Martin confirmed that, whilst there had not been a full hand over regarding the replacement 'C' Block at Helston Community College, he had a meeting arranged with the Headteacher to discuss the matter.

Councillor Wallis congratulated the Mayor and Deputy Mayor on their re-election and gave a report during which he mentioned the relocation of the Community Network Manager which had been carried out without any consultation. The Mayor expressed the opinion that Mrs Chadwick had been incredibly good for the town and to re-deploy her without consultation was an insult to the town. In response to a question, the Town Clerk confirmed that he would write to Cornwall Council. Cornwall Councillor Martin advised that Members would have to work

with the new person and they should be given some encouragement. In response to a question, Cornwall Councillor Wallis advised that he still intended to hold the Coronation Park Centenary Plus One event but advised that Mrs Chadwick had been intrinsic to the event's organisation. Councillor Wallis confirmed that he had arranged to meet with Mrs Hardy, who had taken over from Mrs Chadwick, to discuss the projects he was involved in and advised that he understood the Community Network Manager's Job Description did not require them to attend evening meetings. Cornwall Councillor Mrs Haycock advised that there should not be a problem as Mrs Hardy had experience of the role.

In response to a question, Councillor Mrs Haycock advised that the Camborne, Pool and Redruth link road was discussed by the former Kerrier District Council and was funded by regeneration money confirming that she would obtain the exact details. She further advised that, as the Helston Business Park was now in her area, she had been involved in negotiations.

b) Community Network Manager

The Town Clerk advised that apologies had been received from Mrs Chadwick who had another engagement. He confirmed that if Members informed him of any queries he would forward them on to Mrs Chadwick.

8. Public Participation

A member of the public congratulated Members on their election and following confirmation that Cornwall Councillor Mrs Haycock's area included Meneage Street asked if the pedestrian crossing could be repainted. Cornwall Councillor Mrs Haycock advised that she had arranged a walk around the town with the Highways Officer to view the problems.

A further member of the public spoke on a number of matters including the cleaning of shop fronts, the loosening of masonry during the pressure washing of the pavements and a bus shelter in Coinagehall Street. Councillor Williams gave an example of a glass bus shelter in Hayle which worked well as it did not compete with the surrounding area. The Mayor advised that, with the imminent receipt of the S106 Public Realm funding, he suspected the subject of a bus shelter would come forward for discussion.

9. Minutes

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

RESOLVED – that the Minutes of the Town Council meeting held on the 18th April 2013 be approved and signed as a true record.

Councillors Mrs Geer, Harris, Knight and Mrs Roberts requested that their abstention from the vote be recorded.

10. Minutes of the Planning Committee

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

RESOLVED – that the Minutes of the Planning Committee meeting held on the 18th April 2013, be received.

11. Report of the Town Centre Manager

The Town Centre Manager thanked the Council for its support during the past fourteen months advising that this was his last Full Council meeting. He stated that he believed the progress would continue and confirmed that he would not be a stranger to Helston. The Mayor thanked the Town Centre Manager for his work.

In response to a question, the Town Centre Manager confirmed that the Helston Business Improvement Partnership would be placing an advert for the Markets Officer the following week. Responding to a further question, regarding the accessibility of the office, he advised that it was difficult to maintain an open door when there were so many stakeholders confirming that he tried to arrange occasions when they could meet him. He further advised that he was always contactable by telephone or e-mail.

12. Report of the Town Clerk

(1) Annual Audit of Accounts for 2013/14

The Council considered the Annual Report of Mr B E White, the Internal Auditor, including the requisite supporting financial statements which he had prepared in readiness for submission to the External Auditor, all of which documentation having been circulated as Appendix I to the Town Clerk's Report.

It was thereupon proposed by Councillor Mrs Boase, seconded by Councillor Miss Hornsby, and unanimously

RESOLVED – that:

(i) The Statement of Accounts for the financial year ended 31st March 2013 as set out in the Annual Return, be approved, and duly signed on this Council's behalf by the Mayor and the Town Clerk.

(ii) Section 2 of the Annual Return - the Annual Governance Statement, also be approved and, upon completion in the affirmative in all respects, be signed by the Mayor and Town Clerk.

(2) Key-holders/Fire Alarm Responders

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

RESOLVED – that Councillor Upton replace Mrs Swift as a key-holder for the Guildhall and Councillor Mrs Boase be authorised to attend in the absence of Councillor R J L Boase.

(3) Cross Street/Penhallaz Hill Public Meeting

This item was noted.

13. Schedule of Accounts for Payment

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

RESOLVED – that Account Nos. 38-75 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £21,905.91.

The Town Clerk advised that he was waiting for confirmation of the change in bank signatories and advised that he would contact the signatories to arrange when the cheques could be signed.

14. Dates and Times of Meetings

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

RESOLVED – that the Calendar of Meetings 2013/14 be received.

15. Trevenen Exhibition

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

RESOLVED – that the Trevenen Exhibition Governors for the ensuing Municipal year continue to be all Members of the Town Council and that meetings be convened as and when necessary.

16. Appointment of Representatives to Committees and Outside Bodies

On the proposition of the Mayor, seconded by Councillor R J L Boase, it was

RESOLVED – that representatives be appointed to Committees and Outside Bodies for the ensuing Municipal year as detailed below:-

a) Amenities Committee

Councillors Mrs F N E Boase, Miss Hornsby, Upton, Mrs Geer, Harris and Knight

b) Planning Committee

Councillors Radford-Gaby (Town Mayor), R J L Boase, Thomas, Martin and Upton

c) Play and Young People Committee

Councillors Radford-Gaby (Town Mayor), R J L Boase, Thomas, Miss Hornsby, Harris and Mrs Roberts

d) Policy, Finance and Resources Committee

The Mayor (Councillor Radford-Gaby) and Councillors Thomas, Miss Hornsby, Martin, Upton and Mrs Roberts

e) Keep Helston Tidy Working Party

The Mayor (Councillor Radford-Gaby) and Councillors R J L Boase, Mrs Boase and Martin

f) Environment and Heritage Town Plan Focus Group

Councillor Mrs FNE Boase, Upton and Knight

g) Local Economy and Transport Town Plan Focus Group

Councillors Williams, R J L Boase and Martin

h) Community Facilities Town Plan Focus Group

Councillors Miss Hornsby, Upton and Harris

i) Recreation, Leisure and Healthy Life Styles Town Plan Focus Group

Councillors Miss Hornsby, Upton and Harris

j) Older People Town Plan Focus Group

Councillors Thomas, Mrs Geer and Mrs Roberts

k) Housing Town Plan Focus Group

Councillors Miss Hornsby, Martin and Knight

- l) **Children and Young People Town Plan Focus Group**
Councillors Thomas, Miss Hornsby, Harris and Mrs Roberts
- m) **Bulwark Group**
Councillor Mrs Boase
- n) **West Cornwall CCTV Group**
As no Councillors volunteered, the Town Clerk agreed to act as the representative on the West Cornwall CCTV Group.
- o) **Cornwall Association of Local Councils**
Councillor Upton
- p) **Coronation Park Centenary Plus One Organising Committee**
Councillor Miss Hornsby (Deputy – Councillor Thomas)
- q) **Helston Community College**
Councillor Martin
- r) **Helston Framework Steering Group**
Councillors Williams, Martin and Knight
- s) **Helston and The Lizard Community Network Panel**
Councillor Upton (Deputy – Councillor R J L Boase)
- t) **Helston Business Improvement Partnership**
Councillors Miss Hornsby and Martin
- u) **Helston Street Festival**
No representative was appointed
- v) **Helston Welfare Trust: Nominated Trustees**
Councillor Williams (appointed until 5th December 2013)
Councillor Knight (appointed until 16th May 2017)
Councillor Mrs Geer (appointed until 16th May 2017)
- w) **Loe Pool Management Forum**
Councillor Williams
- x) **Parc Eglos School Governors**
No representative was appointed
- y) **South Kerrier Alliance**
Councillor Miss Hornsby
- z) **The Furry Youth Café Steering Committee**
Councillor Thomas
- aa) **Victim Support West Cornwall Advisory Group**
Councillor Mrs Geer

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

RESOLVED – that the appointment of a representative on the Local Council Planning Forum be deferred to the Planning Committee meeting.

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

RESOLVED – that the Town Council did not appoint a representative to the Mayor’s Parlour Campaign Group and the organisation be removed from the list of Outside Bodies.

It had been proposed by Councillor Mrs Knight, seconded by Councillor Upton, that a review of Outside Bodies - with the exception of the Helston Business Improvement Partnership and the Coronation Park Centenary Plus One Organising Committee - be carried out by four Councillors for the following Full Council meeting to confirm if they were required. This Motion failed.

17. Items for the next Agenda

The Mayor requested that Members contact the Town Clerk’s office to place items on the following Full Council Agenda.

18. Exclusion of the Press and Public

On the proposition of the Mayor, seconded by Councillor Miss Hornsby, 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.

19. Staffing Matter

Members considered a report by the Town Clerk and Town Centre Manager regarding a staffing matter. Following a detailed debate it was proposed by Councillor Miss Hornsby, seconded by Councillor Martin, and

RESOLVED – that Option 3 be approved and the Policy, Finance and Resources Committee have delegated authority to finalise the details.

Meeting closed at 9.49pm

Confirmed

Town Mayor