

**MINUTES OF A MEETING OF HELSTON TOWN COUNCIL**  
**HELD IN THE GUILDHALL, HELSTON**  
**ON THURSDAY 17<sup>TH</sup> JULY 2014 AT 7.15 PM**

**Councillors:** M H Thomas (Town Mayor) in the Chair

R Williams  
R J L Boase  
Mrs F N E Boase

J P Radford-Gaby  
Miss J A Hornsby  
J Martin

M Upton  
Mrs G A Geer  
M Knight

**Officers:** Mr C Dawson (Town Clerk)  
Miss P J Lavelle (Assistant to the Town Clerk)  
Mr M Searle (Town Centre Regeneration Officer)

**126. Apologies**

Apologies for non-attendance were received from Councillor Mrs Roberts who had a family commitment and Councillor Harrison who had a work commitment.

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

RESOLVED – that the Apologies be received and accepted.

**127. Declarations of Interest and requests for Dispensations**

**a) Declarations of Interest**

Councillor Upton reminded Members that he had a dispensation in respect of the Helston Business Improvement Partnership (HBIP).

Councillor Williams declared an interest in Account No. 757 on the Schedule of Accounts for Payment (Agenda item 17).

Councillor Knight declared an interest in Account No. 746 on the Schedule of Accounts for Payment (Agenda item 17).

**b) Requests from Members for Dispensations**

There were no requests for Dispensations.

**128. Police Matters**

The Town Clerk advised that he had not received a written report from the Police.

**129. Reports from Local Cornwall Councillors and the Community Network Manager**

**a) Local Cornwall Councillors**

Cornwall Councillor Mrs Haycock advised that she had been assisting with problems in respect of bin bags being attacked by seagulls. She advised that they were monitoring the issue and Cornwall Council would take action if the situation did not improve. She further advised that she had been taking action regarding the traffic queuing as a result of the road surfacing works adjacent to RNAS Cudrose. She then thanked Members for the electronic copy of the Agenda but asked if the appendices could be marked with the appropriate letter and not just referred to by the colour. The Town Clerk and Councillor R J L Boase advised that the appendices were presently marked with the relevant appendix letter in addition to being referred to by colour.

Councillor Knight thanked Councillor Mrs Haycock for her work introducing a Tree Preservation Order (TPO) on the trees in Trengrouse Way. Councillor Mrs Haycock advised that she had been aware of a reduction in trees in Trengrouse Way and whilst the TPO would not prevent their removal it would require the trees to be replaced.

The Town Clerk referred to the Trengrouse Amenity Garden to advise that, whilst the Land Registry had no record of an owner, the original planning application for the garden was submitted by Kerrier District Council as the 'Freeholder'. The Town Clerk queried whether it was possible that there had been an issue during the transfer to Cornwall Council. Councillor Mrs Haycock advised that she had believed the area was owned by Kerrier Homes Trust which later became Coastline Housing but confirmed that she would speak to the Town Clerk outside of the meeting.

Councillor Radford-Gaby spoke in respect of the refuse problems to ask what action Cornwall Council could take and expressed the opinion that one or two prosecutions would solve the issue. Councillor Mrs Haycock advised that Cornwall Council Officers had spoken to nearby residents and confirmed that they had to be certain where the rubbish came from before proceeding with a prosecution. The Mayor advised that he was impressed with the tolerance of Cory employees clearing up the mess caused by others.

Cornwall Councillor Wallis advised that Porthleven residents had bins and this had solved the problem. Councillor Wallis further advised that following a number of complaints regarding the condition of Coronation Park he had asked Cormac to carry out some work to improve the edge of the lake, remove some of the weed from the lake and to tidy up Events Square. He advised that the work was dependent on funding but expressed the opinion that the area could at least be weeded. Councillor Wallis advised that there were problems with the skate park and confirmed that there were some issues about how the repairs had been carried out. He expressed some concern with the amount of rubbish in the Skate Park as a bin had been provided and advised that it would help if skaters picked their rubbish up. Councillor Wallis advised that he was trying to do something to bring the area back to its former glory in the long-term.

The Mayor advised that the Play & Young People Committee spoke regularly regarding the Skate Park and asked Councillor Wallis if he could assist with the formation of a group of young people who could self-police the area. Councillor Wallis advised that talks were on-going with the South Kerrier Alliance and the Community Network Manager had met with a group regarding the Skate Park but expressed the opinion that young people did not tend to favour formalised groups. The Mayor advised that the Skate Park had originally been created by a group of young people.

Councillor Upton advised that he had been in contact with the author of a Facebook article regarding the Skate Park to advise that this was a Cornwall Council matter and asked, as Councillor Wallis was a social media user, whether he could refer the author to him through that forum. Councillor Wallis advised that the Community Network Manager had met with the individual to progress ideas.

Cornwall Councillor Martin had advised that Planning Application PA14/02662 (Erection of 3 terraced houses adjacent to 40 Godolphin Road) had been approved by the Cornwall Council Planning Committee and expressed the opinion that there could have been some improvements to the plan. Cornwall Councillor Martin then suggested holding Cornwall Councillor surgeries and queried whether the Guildhall could be used with the Town Council possibly getting involved. The Mayor advised that this was something the Town Council had previously trialled and no one had attended, but confirmed that he was willing to discuss it informally.

Councillor Williams advised that he had been listening to a Cornwall Council meeting regarding the introduction of charges for the disposal of certain items of waste at the Household Waste and Recycling Centres, expressing concern that the charges would increase fly tipping and asked for the Cornwall Councillors' views. Cornwall Councillor Martin advised that he was against the charges as he was of the opinion they would increase fly tipping, particularly on private land which would cause much frustration. Cornwall Councillor Mrs Haycock advised that she had attended the Transport and Waste Portfolio Advisory Committee to be aware of the situation. She confirmed that the main reason for the charges was that Cornwall Council still felt that commercial waste was being disposed of at the Recycling Centres. She expressed the opinion that there may be other ways the issue could have been dealt with such as encouraging more re-use with organisations such as Freecycle. Cornwall Councillor Wallis advised that the charges were not new and had been a part of the previous year's budget. He further queried how many people had to dispose of items such as old tyres and advised that, as Councillor Mrs Haycock had stated, the problem was commercial waste. Councillor Wallis expressed the opinion that where Cornwall Council was not required to provide a service the money for the service would have to come from somewhere else.

b) Community Network Manager

The Town Clerk advised that he had met with Mrs Hardy the previous day and she had informed him that if Members had anything specific they wished to discuss she was willing to attend a Full Council meeting even though this was not one of her working days and confirmed again that Members were welcome to contact her if there was anything they did not understand in her report.

The Mayor advised he would like to discuss the West Cornwall Local Action Group (LAG) funding. Councillor Miss Hornsby advised that Mrs Hardy would have no further information at present as the West Cornwall LAG had two more meetings before more information would be made available. Councillor Upton advised that he had a conflict of interest in respect of the West Cornwall LAG.

Councillor Mrs Geer expressed the opinion that there was an assumption with the reports that everyone knew what was going on and queried whether she was the only person who did not understand.

Councillor Upton referred to the WW1 Commemorations to advise that whilst Ms Churchill, Cornwall Council Community Regeneration Officer, had offered to assist with the funding applications this had only taken the form of reading through the applications.

**130. Public Participation**

A member of the public expressed his disappointment that Cornwall Councillor Wallis had not stayed as he had a number of questions for him. He advised that Cornwall Council had started work cleaning up Coronation Park but expressed the opinion that until an order was put up to stop feeding the swans the issue would not be resolved. He advised that the same person fed the swans every morning which meant there were too many swans on the lake which had in turn meant there were no cygnets this year. He further advised that the new road sweeper had been used in Park View Road during the summer and queried why it could not be used in winter to pick up the leaves which would prevent flooding by the garage on the Porthleven Road.

A further member of the public queried if anyone knew whether the algae was harmful to the ducks. He also queried if when the Police were not present, whether they should provide a written report. Councillor Upton expressed the opinion that the Police Officer may have been called away from attending the meeting.

Cornwall Councillor Martin advised that he had received two letters of concern regarding Coronation Park and expressed the hope that Councillor Wallis was able to do something about the area.

A member of the public congratulated the Mayor for making international news regarding the Twinning with Port Augusta which had been seen in a newspaper by friends holidaying in Spain. She further advised that that she had been elected onto the Board of the Helston Business Improvement Partnership (HBIP) and the debate was proceeding on whether Helston was to become a Business Improvement District (BID) and if not, how else they could fund their work. She advised that the HBIP wanted to work together with the Town Council and asked if an item could be included early on the Agenda to receive a report from the HBIP.

**131. Minutes**

Councillor Knight advised that under Min. No. 69. b)/ 2014 it should read 'Mayoralty' and not 'Mayoralty'. Councillor Knight further suggested that, in respect of the issue of apologies, Members should be aware that staff were busy immediately before meetings and if Members were submitting apologies outside of office hours she suggested that they avail themselves with other Councillors' telephone numbers to pass on their apologies. The Mayor advised that he understood that this would be the case normally but in this particular situation the Councillor was particularly unwell.

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

RESOLVED – that Min. No. 68. /2014 be amended to read 'Councillor Miss Hornsby had submitted her apologies, due to sickness, by email which was not opened until after the meeting'.

If was further proposed by Councillor Martin, seconded by Councillor Upton, and

RESOLVED – that the Minutes of the Town Council meeting held on the 19<sup>th</sup> June 2014, subject to the above amendment, be approved and signed as a true record.

**132. Matters Arising from the 19<sup>th</sup> June 2014 Minutes**

Councillor Knight queried whether there had been any further activity on the recording of meetings. The Town Clerk advised that a recorder had been ordered and hopefully the recording of meetings could be tested at the following week's Amenities Committee meeting.

**133. Minutes of the Planning Committee**

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

RESOLVED – that the Minutes of the Planning Committee meetings held on the 19<sup>th</sup> June and 3<sup>rd</sup> July 2014, be received.

**134. Minutes of the Play & Young People Committee**

The Town Clerk advised that the Minutes included the follow recommendation:-

'that Helston Town Council accept the devolved funding from the Furry Youth Café CIC to employ the Youth Worker on its behalf.'

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

RESOLVED – that the Minutes of the Play & Young People Committee meeting held on the 26<sup>th</sup> June 2014, be received and the recommendation approved.

**Councillors Upton, Knight and Mrs Geer requested that their vote against the Motion be recorded.**

**135. Minutes of the Policy, Finance & Resources Committee**

On the proposition of Councillor Radford-Gaby, seconded by Councillor Mrs Boase, it was unanimously

RESOLVED – that the Minutes of the Policy, Finance & Resources Committee meeting held on the 8<sup>th</sup> July 2014, be received.

**136. Notes of the World War One Working Party**

The Town Clerk advised that the following recommendations were included in the World War One Working Party Notes:

- That the quote from Nitoe Security be accepted for the Civic Service;
- That five trees be ordered from Trevena Cross;
- That a plaque be commissioned with a £50.00 donation to ‘CLIC’; and
- That the remaining £500.00 of funding be released to the South Kerrier Heritage Trust for the purchase of materials.

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

RESOLVED – that the Notes of the World War One Working Party meeting held on the 16<sup>th</sup> June 2014, be received and the recommendations approved.

**137. Announcements**

The Town Clerk advised that the two bus shelters had been ordered for Coinagehall Street with an estimated installation date of late September. The Town Clerk further advised that the Lease of the Trengrouse Way toilets had been confirmed the previous Monday.

The Mayor made the following announcements:

- The welcoming of three groups to the Guildhall – Sasso Marconi, the Primary Schools of Helston and a group of 60 Year 3 pupils;
- A SKYPE on 7<sup>th</sup> July with the Mayor of Port Augusta;
- Beginning his term of office as the President of the Twinning Association;
- The introduction of a Mayor’s Facebook Page;
- The second Mayor’s Dance taking place the following night;
- The WW1 Civic Service fully planned for 20<sup>th</sup> July;
- The third Mayor’s walk to be held on 27<sup>th</sup> July;
- The Deputy Mayor and himself attending Air Day as VIP guests of the Captain; and
- The Council being on recess from August 7<sup>th</sup> until September wishing everyone present a safe August.

**138. Report of the Town Centre Regeneration Officer**

The Town Centre Regeneration Officer updated Members on his report (circulated prior to the meeting) and advised that he had further information to report regarding 'Peacocks Lane' which would need to be considered as a confidential item as it included financial information.

**139. Report of the Town Clerk**

**(1) Trengrouse Way Tree Preservation Order**

This item was noted.

**(2) Cheque Signing**

Councillor Upton suggested that the payments schedule be circulated to all Members with a time limit for queries. On the proposition of Councillor Miss Hornsby, seconded by Councillor Martin, it was

RESOLVED – that:

- a) the payments schedule be circulated to all Members with a time limit for queries; and
- b) the Mayor and Deputy Mayor be given delegated authority to approve the payments schedule.

**140. Schedule of Accounts for Payment**

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

RESOLVED – that Account Nos. 712-762 excluding Account Nos 746 and 757 as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £27,819.58.

**Councillors Williams and Knight declared an interest in Account Nos. 757 and 746 respectively and left the meeting at 8.36pm.**

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

RESOLVED – that Account Nos. 746 and 757 be certified for payment in the total sum of £81.45.

**Councillors Williams and Knight returned to the meeting at 8.38pm.**

It was agreed that the cheques would be signed by Councillor Mrs Boase and Councillor Miss Hornsby the following day.

**141. Attendance at Meetings**

Councillor Williams advised that he had attended a meeting in Bodmin regarding Emergency Planning that day and gave a brief report. The Town Clerk advised that he would be meeting with Councillor Williams regarding the Emergency Plan and would submit a report.

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

RESOLVED – that the written reports submitted by Councillors Miss Hornsby and Martin be received.

**142. Items for the next Agenda**

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

RESOLVED – that the Town Council write to the HBIP to request a written report on their activities.

Councillor Miss Hornsby requested that Mrs Hardy be invited to the September Full Council meeting to give an update on her role.

**143. Exclusion of the Press and Public**

On the proposition of Councillor Radford-Gaby, 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 items of business by reason of the confidential nature of the business to be transacted.

**144. Confidential Report of the Town Centre Regeneration Officer**

**(i) Helston Public Realm Framework – Topographical Survey**

Members considered a Confidential Report of the Town Centre Regeneration Officer containing quotations (circulated prior to the meeting). Following a brief debate it was proposed by Councillor Upton, seconded by Councillor Knight, and

RESOLVED – that:

- a) the Council accepted the quotation received from Nationwide Surveys; and
- b) the cost of the work be supported by the Section 106 Public Realm funding.

**ii) ‘Peacocks Lane’**

The Town Centre Regeneration Officer updated Members on the situation regarding ‘Peacock’s Lane’. Following a detailed debate it was proposed by Councillor Upton, seconded by the Mayor, and

RESOLVED – that advice from NALC be sought with a response requested in a timely manner.

**Meeting closed at 9.01pm**

**Confirmed**

**Town Mayor**

## Appendix J - Revised

Printed on : 10/07/2014

**Helston Town Council**

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At : 16:12

### List of Payments made between 01/07/2014 and 31/07/2014

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
14/06/2014	Salary Related Expenses	110965 - 110976	16,676.71	Salary Related Expenses
01/07/2014	Cornw all Council	Std Ord	93.00	Rates - Monument Rd Pub Cons
01/07/2014	Cornw all Council	Std Ord	217.00	Rates - Guildhall Pub Cons
01/07/2014	Cornw all Council	Std Ord	777.00	Rates - Guildhall
22/07/2014	Siemens Financial Services Ltd	Std Ord	145.44	Fire Alarm Lease
17/07/2014	British Telecom	DD5	168.24	572063
17/07/2014	O2	DD6	60.96	TCRO Mobile
17/07/2014	Berendsen UK Ltd -Formerly Sun	DD7	62.02	Mat Hire
17/07/2014	British Telecom	DD8	23.62	565761
17/07/2014	Black Lion Catering	110977	175.00	Buffet for Tw inning Reception
17/07/2014	Cornw all Association of Local	110978	48.00	Minutes & Agendas Training
17/07/2014	Cathedral Landscape & Fencing	110979	4,086.20	Fencing at King George V
17/07/2014	Coastline Services Ltd	110980	427.50	ERDF Maintenance
17/07/2014	Cormac Solutions Ltd	110981	247.34	Vehicle Hire - June 2014
17/07/2014	Helston New s & Advertiser	110982	24.00	Advertising
17/07/2014	Martin Luck Group Ltd	110983	125.71	Stationery
17/07/2014	Primary PC Solutions Ltd	110984	42.00	Remote Server Monitoring
17/07/2014	Redruth Glass Centre	110985	820.00	Balance - Replace B/ment Glass
17/07/2014	Summit Roofing Solutions	110986	66.00	Remove debris from G/hall roof
17/07/2014	Viridor Waste Management Limit	110987	34.86	Waste Management
17/07/2014	West Country Training Solution	110988	325.00	H & S Training
17/07/2014	Rocksure Systems Ltd	110989	114.84	Personal Alarms
17/07/2014	Daw son, C	110990	113.40	Travel Expenses
17/07/2014	Knight, Cllr. M	110991	40.50	Travel Expenses
17/07/2014	Richards, K	110992	29.00	Council Photograph
17/07/2014	South Kerrier Heritage Trust	110993	500.00	Contribution to WW1 Resources
17/07/2014	The Consortium	110994	£154.73	Cleaning Materials
17/07/2014	Cormac Solutions Ltd	110995	£252.00	Extra Cleaning on Flora Day
17/07/2014	Key Express	110996	£195.00	Aluminium Plaques for assets
17/07/2014	Martin Luck Group Ltd	110997	£194.66	Stationery - Drum Unit
17/07/2014	Randle Thomas Solicitors LLP	110998	£540.00	Professional Fees
17/07/2014	Cornw all Council	110999	£190.00	Excavation Licence for Welcome Sign
17/07/2014	Petty Cash	111000	£162.49	Subsistence, Youth Eng. Event, etc.
17/07/2014	M Lingw ood	111001	£250.00	Window Cleaning - May
17/07/2014	Williams, Cllr. R	111002	£40.95	Travel Expenses
17/07/2014	British Telecom	DD9	£127.80	558881
17/07/2014	Francotyp Postalia Ltd	DD10	£66.60	Franking Maching Qtrly Rental
17/07/2014	Fast.co.uk	C/CARD1	£23.48	Broadband
17/07/2014	Manchester Safety Services Ltd	C/CARD2	£193.80	Replacement Traffic Cones
17/07/2014	Screw fix Direct Ltd	C/CARD3	£66.18	Manhole Keys & Floor Paint
		<b>Total Payments</b>	27,901.03	

**Signatures of Councillors that signed the cheques:**