

MINUTES OF A MEETING OF HELSTON TOWN COUNCIL
HELD IN THE GUILDHALL, HELSTON
ON THURSDAY 18TH AUGUST 2011 AT 7.15 PM

Councillors: R J L Boase (Town Mayor) in the Chair

R Williams
Mrs S M E Swift
N J C Devenish

K Reynolds
Mrs V J Matthew
Mrs F N E Boase

R R Pryor
J P Radford-Gaby
Mrs W A Radford-Gaby

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

196. Prayers

The Meeting opened with Prayers offered by the Mayoress.

197. Apologies

Apologies for non-attendance were received from Councillor D C Swift who was working, Councillor Thomas who was on holiday and the Town Centre Manager who was also on holiday.

On the proposition of Councillor Pryor, seconded by Councillor Mrs Matthew, it was unanimously

RESOLVED – that the Apologies be received and accepted.

198. Declarations of Interest

The Mayor and Councillor Mrs Boase declared an interest in item 4 of the Town Clerk's Report (Agenda item 17) as residents of Cross Street.

199. Police Matters

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

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

a) Local Cornwall Councillors

The Town Clerk advised that apologies had been received from Councillor Robertson who was on holiday.

Councillor Mrs Haycock advised that she had made enquiries regarding the organisation of Helston Triathlon and confirmed that the event had been managed by Cornwall Council's Leisure Services Department at no net cost to Cornwall Council. Councillor Mrs Haycock then referred to the Community Network meeting held the previous week during which the new role of the Community Network Manager had been discussed. She further advised that car parks were also discussed and a £1.50 all day charge had been suggested for the Castle Green Car Park. Councillor Mrs Haycock then referred to the notes of the meeting of residents from Cross Street to stress that they were paraphrased with some issues not included.

Councillor Wallis confirmed that, at the last Community Network meeting, Cornwall Councillors had discussed car parking, advising that he wanted to use the parking to entice people into the town. Councillor Wallis advised that the charges were currently 50p for the first hour and £1.80 for 2 hours but confirmed that he would try to introduce a £1 charge for 2 hours, with the Castle Green Car Park at £1.50 all day and the fairground car park remaining the same with all other charges being reduced by £0.10. Councillor Wallis advised that he had spoken to twelve businesses and to date, all had supported the suggested charges and confirmed they would honour the parking refund scheme.

Councillor Devenish thanked Councillor Mrs Haycock for the information regarding the Helston Triathlon advising that he had requested the information so he knew to whom he should raise safety issues. Councillor Devenish then asked the local Cornwall Councillors to raise concerns regarding near misses due to the interaction of the competitors, stewards and marshals with live traffic. Councillor Mrs Haycock confirmed that she would raise the matter with Leisure Services and ask them to contact Councillor Devenish to discuss his concerns.

Councillor Reynolds asked Councillor Wallis which Section 106 funding he had referred to during the previous month's meeting when he had mentioned diverting funds to carry out required work at Coronation Park. Councillor Wallis advised that he was diverting the rental income from the café, not Section 106 funding, as it was the original intention for the rental income to contribute towards the maintenance of the Park. He confirmed that he had previously submitted a bid for £250,000 for the maintenance of Coronation Park which had been unsuccessful and he was investigating further options. He further advised that the only Section 106 funding possibly available was from the Willows development but this was not in his Division so he was not looking to divert it. He confirmed that it was the responsibility of the Local Cornwall Councillor to support where the Section 106 funding was spent. Councillor Wallis further advised that the green algae which had resurfaced had now all been cleared.

b) Community Network Manager

Members considered Mrs Chadwick's report (circulated prior to the meeting) and Mrs Chadwick then spoke on the Youth Cafe opening expressing the opinion that it went well and invited Councillors and the Town Clerk to attend when the sessions were running to see the project in operation. Mrs Chadwick also updated Members on the Citizenship for Life programme and the Street Festival.

Councillor J P Radford-Gaby congratulated Mrs Chadwick on the opening of the Youth Cafe and thanked her for her hard work.

201. Public Participation

Mr P Brewer enquired why the Council had chosen to appoint a Penzance estate agent for the sale of 3 Penrose Road when there were several estate agents in Helston. The Town Clerk confirmed that an estate agent from outside of the town had been chosen for impartiality. Mr Brewer advised that he did not feel this was an acceptable reason.

Mr K McGill advised that he had written a report in February on what young people thought of Helston, and circulated a copy of the report together with a copy of the Cornwall Young People's Manifesto for the Members of the Play & Young People Committee.

Mr I Perry wished those involved in the organisation of the Gorsedd well with the event. He then expressed concern that the distance from which the 30mph signage on the Porthleven Road was visible was considerably shorter than other locations in the vicinity. Mr Perry also advised that a road name sign in the Gwealdues Estate near the junction with Green Crescent and Manor Way was blank and another road name sign in Manor Way was in poor repair. Mr Perry then expressed the hope that there would be sufficient disabled parking at the new market building. The Mayor advised that the comments regarding the road signs would be passed onto the relevant Division Member.

Councillor Mrs Haycock spoke on item 5 of the Town Clerk's Report as the Chair of Gorsedd Organising Committee to confirm that the agenda for the event had been published and invited volunteers from the Town Council to assist.

Mr M Upton queried if 3 Penrose Road was being sold without the legal constraints and why the guide price was lower than previously. The Town Clerk confirmed that the property was being sold without the restrictions and advised that the guide price was lower as the valuation had reduced. Mr Upton then queried why the property was being sold at auction where charities could not bid. The Town Clerk confirmed that charities could bid and that Members had agreed to sell the property by auction as this was the most open and transparent method. Mr Upton enquired if the restriction followed with the proceeds of the sale and whether only a third of the proceeds could be used for a new community building. The Town Clerk advised that measurements would need to be confirmed to establish the exact proportion of the proceeds covered by the restriction. He further informed Mr Upton that the restriction required the funding to be used for scientific and technical instruction and gave an example of how funding could be utilised for a computer suite in a new community building. Mr Upton then queried why the Helston & District Community Association's offer of £150,000 had been turned down. The Mayor advised that this was because the offer was below the valuation at that time and the valuation had since reduced. Both Mr Upton and Mr Brewer then expressed disbelief with the reduction in the valuation. Councillor J P Radford-Gaby advised that the property was not on the market but being sold at auction so if it was worth more than the guide price it would achieve it.

202. Minutes

It was proposed by Councillor Devenish, seconded by Councillor Pryor, that the wording of Min. No. 135 b)/ 2011 para. 4 be amended. This motion failed.

On the proposition of Councillor Mrs Swift, seconded by Councillor Pryor, it was
RESOLVED – that 'request' be amended to read 'requested' in Min No. 136/ 2011 para. 8.

It was further proposed by Councillor Mrs Boase, seconded by Councillor J P Radford-Gaby, and

RESOLVED – that the response from Councillor Mrs Boase included in Min. No. 138. iv)/ 2011 be amended to read 'Councillor Mrs Boase advised that the decision was made at a Directors meeting and, as she was not a Director, she was not present at the meeting'.

On the proposition of Councillor J P Radford-Gaby, seconded by Councillor Pryor, it was

RESOLVED – that the Minutes of the Town Council meeting held on the 21st July 2011 be approved subject, to the authorised amendments, and signed as a true record.

203. Minutes of the Harvest Fair Committee

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

RESOLVED – that the Minutes of the Harvest Fair Committee meeting held on the 13th July 2011, be received.

204. Minutes of the Amenities Committee

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

RESOLVED – that the Minutes of the Amenities Committee meeting held on the 28th July 2011, be received.

205. Minutes of the Planning Committee

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

RESOLVED – that the Minutes of the Planning Committee meetings held on the 21st July and 4th August 2011, be received.

206. Minutes of the Policy, Finance & Resources Committee

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

RESOLVED – that the Minutes of the Policy, Finance & Resources Committee meeting held on the 9th August 2011, be received and the recommendation approved.

207. Questions in Accordance with Standing Order 8.1

The Town Clerk confirmed that two questions had been received from Councillor Devenish:

- (i) “Councillor Mrs Boase, as the Town Council representative on the South Kerrier Alliance, could you please give the Council an up to date briefing on the situation at South Kerrier Alliance following the resignation of Bryn Hackland as reported on the Packet Newspaper website.

Will this effect the ongoing Cattle Market project?

Will his post be advertised and if so where?

Has a timetable for his replacement been set?

Will the South Kerrier Alliance have an Emergency General Meeting to deal with this?”

Councillor Mrs Boase advised that as the Town Council representative on the South Kerrier Alliance she attended meetings which were only held quarterly with the next meeting being held in September. Councillor Mrs Boase confirmed that she was not aware of the situation until it was reported in the paper.

- (ii) “Mr Mayor, it was reported on the West Briton newspaper website that at the recent Policy, Finance and Resources Committee meeting you abstained from the vote to appoint an Assistant to the Town Centre Manager.

‘When it came to the vote, Mr Boase abstained and the other five committee members voted for the appointment.’

An abstention like this from the incumbent Mayor on what I am sure you will agree is a very hot local issue could be interpreted in many ways, with this in mind could you please explain your reasons for this abstention and thus avoid any doubt or misunderstanding from our electorate.”

The Mayor advised that any vote he took was in the interest of the electorate and on that issue he had asked a straight forward question and was told that the question was not relevant as it was paraphrased in the report. He advised that he was not allowed to ask further questions and felt that he could not make a valued decision either way and could only abstain.

208. Adjournment

On the proposition of Councillor Pryor, seconded by Councillor Reynolds, it was RESOLVED – that the meeting stood adjourned at 8.07pm for a period of five minutes.

The Meeting resumed at 8.13pm.

209. Amendment of Agenda Item for Reports from Helston Town Councillors

Councillor Reynolds expressed the opinion that it was unfair to Members of the Public to lose time from the 15 minutes of Public Participation so that Councillors could ask questions of their fellow Councillors.

The Town Clerk advised that he was of the opinion that the issue was covered by Standing Order 8.1 which allowed Members to ask a question of another Member provided 48 hours notice was given, confirming that the only difference would be that no notice was given.

Councillor Devenish advised that he supported the proposal and wanted meetings to be open and democratic.

The Town Clerk advised that if Members wished to discuss Members’ reports and debate items, the Reports would need to be attached to the agenda as an appendix. Councillor Devenish confirmed that he did not wish to discuss items advising that he only wanted to be able to clarify issues.

Following a detailed debate it was proposed by Councillor Reynolds, seconded by Councillor J P Radford-Gaby, and unanimously

RESOLVED – that the wording on the Full Council agenda item covering reports from Helston Town Councillors be changed to:

‘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.’

210. Helston Business Park

Councillor Devenish advised that there were strong feelings amongst Members that the Council should be more proactive and confirmed that since the issue was raised by Mr Stone at the previous meeting he had received further contacts which he had passed onto the South West Regional Development Agency. He expressed concern that there were not opportunities for the South West Regional Development Agency, developers and businesses to talk to each other and suggested that the Town Council arrange a meeting to bring the interested parties together to talk. It was proposed by Councillor Devenish, seconded by Councillor Mrs Swift, and unanimously

RESOLVED – that the Town Clerk contact the Regional Development Agency (RDA) to jointly organise an open evening in Helston for prospective businesses that may wish to move to the Helston Business Park, prospective developers and the RDA to meet, network and informally discuss the Helston Business Park to try and kick-start the development of the site.

211. Report of the Town Centre Manager

Members considered the report of the Town Centre Manager (circulated prior to the meeting). Following a brief debate it was proposed by the Mayor, seconded by Councillor Mrs Matthew, and unanimously

RESOLVED – that the design of a map of Helston’s main shopping streets for the insert leaflets be authorised at a cost of £150.00.

Councillor Pryor suggested the introduction of a large version of the map within the town. The Mayor suggested that the idea be discussed at an Amenities Committee meeting.

It was then proposed by Councillor Devenish, seconded by Councillor J P Radford-Gaby, and

RESOLVED – that, as part of the consultation process, the amended draft Town Centre Business plan be discussed by the businesses first and brought back to the Town Council.

It was further proposed by Councillor Reynolds, seconded by Councillor Mrs Radford-Gaby, and

RESOLVED – that the programming required to allow the uploading of the Town Guide onto the Helston Town Council website be authorised at a cost of £90.00.

212. Report of the Town Clerk

(1) Helston Town Trail

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

RESOLVED – that reprinting of 10,000 copies of the Town Trail leaflet be authorised at a cost £785.00.

(2) Update on Cornwall Council’s Face to Face Service

This item was noted.

(3) Courses and Conferences

(i) CALC 2nd Annual Larger Councils Conference

On the proposition of Councillor Reynolds, seconded by Councillor J P Radford-Gaby, it was

RESOLVED – that:

- a) the Town Council agreed to pay the costs for any Councillors who wished to attend the CALC Annual Larger Councils Conference; and
- b) the Town Clerk be authorised to attend.

Councillors Mrs Swift, Reynolds, Mrs Matthew, D C Swift, Mrs Boase, Pryor, and Mrs Radford Gaby indicated that they wished to attend.

(ii) CALC Training Events

On the proposition of Councillor Mrs Matthew, seconded by Councillor J P Radford-Gaby, it was

RESOLVED – that :

- a) the Assistant Town Clerk be authorised to attend the training event on 17th October 2011;
- b) Councillor Mrs Swift, the Town Clerk and the Assistant to the Town Clerk be authorised to attend the training event on 9th November 2011; and
- c) the Town Council agreed to pay the costs for any additional Councillors who wished to attend.

(iii) PlanLoCal – Planning for Low-Carbon Living

The Town Clerk requested that any Members who wished to attend any of the training events inform him by the following Monday. This item was noted.

(4) Safety of School Users and Residents - Church Hill, Cross Street & St Johns

Following a detailed debate it was proposed by Councillor Devenish, seconded by Councillor Reynolds, and

RESOLVED – that:

- a) the Town Council write to Helston Community College to formally express Members' disappointment that a meeting was convened without the Town Council's elected representative being invited;
- b) the Town Council's elected representative was authorised and willing to attend future meetings; and
- c) in view of the erroneous impression created by the set of précised notes supplied to the Town Council, Members requested that any future meetings were properly minuted and recorded.

Councillor Mrs Radford-Gaby abstained from the vote as the Town Council's representative for Helston Community College.

(5) Gorsedh Volunteers

This item was noted.

212a. Schedule of Accounts for Payment

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

RESOLVED – that Account Nos. 188-228 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £30,071.69.

(Councillor Williams declared an interest in Account No. 228.)

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

213. Attendance at Meetings

On the proposition of Councillor Mrs Matthew, seconded by Councillor Pryor, it was unanimously

RESOLVED – that the written reports submitted by the Mayor and Councillors Mrs Swift and Mrs Boase be received.

214. 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.

215. Exclusion of the Press and Public

On the proposition of the Mayor, seconded by Councillor Pryor, 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.

216. Adjournment

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

RESOLVED - that the Meeting stood adjourned at 9.17pm.

The Meeting resumed at 9.19pm

217. 3 Penrose Road

The Town Clerk updated Members on the sale of 3 Penrose Road. This item was noted.

The Assistant to the Town Clerk left the meeting at 9.32pm

218. Confidential Report of the Town Clerk

(1) Complaint

Following a detailed debate it was proposed by Councillor Mrs Swift, seconded by Councillor Devenish, and

RESOLVED – that, as a matter of urgency, further legal advice be taken on a complaint received and a Special Policy, Finance and Resources Committee meeting be convened for 25th August 2011.

The Mayor advised that he would not attend the meeting on 25th August 2011 due to his prior involvement with considering the complaint.

Meeting closed at 10.00pm

Confirmed

Town Mayor

		Town Council Meeting 18th August, 2011				
Month	August					
Voucher	Payee	Description	Nett Amount	VAT	Total	Cheque Number
	<u>Urgent Payments</u>					
188	Land Registry	Land Registry Fee	210.00	-	210.00	109656
189	E-on	Replacement cheque, 109632 cancelled	1,143.07	191.70	1,334.77	109657
190	SEO Computers	Deposit for IT Equipment	5,245.00	1,049.00	6,294.00	109658
	<u>Barclaycard</u>					
191	Fast.co.uk	Broadband	19.92	3.91	23.83	C/Card
192	Survey Monkey	Subscription	21.04	3.31	24.35	C/Card
	<u>Direct Debits</u>					
193	British Telecom	565761	27.50	5.50	33.00	D/D
194	Cornwall Council	Rates	617.00		617.00	D/D
195	Siemens Financial Services Ltd	Fire Alarm lease	121.20	24.24	145.44	D/D
	<u>Routine Payments</u>					
196	Bowcutt, C M	Salary				109659
197	Bowcutt, C M	Travel Expenses	35.00		35.00	109660
198	Bowden, W	Cleaning Materials, etc.	88.31	17.67	105.98	109661
199	Cash	Harvest Fair Floats & Prize Money	225.00		225.00	109662
200	CNX Web Solutions	Design & dev. of online Town Plan Survey	225.00	45.00	270.00	109663
201	Cornwall Council	Superannuation				109664
202	Cornwall Council	FPN Training & Printing of Town Plan	599.41	87.88	687.29	109665
203	Cornwall Council	Deposit for Harvest Fair use of Events Sq.	100.00		100.00	109666
204	Dawson, C	Salary				109667
205	Dawson, C	Travel Expenses	79.20		79.20	109668
206	Dennerly, R	Salary				109669
207	E-on	Gas for 3 Penrose Road	12.19	0.61	12.80	109670
208	Food Safety Direct Ltd	Stationery	35.49	7.10	42.59	109671
209	Goss, Mrs S	Salary				109672
210	HM Revenue & Customs	Income Tax & National Insurance				109673
211	Johns, Mrs J	Salary				109674
212	Lavelle, Miss P J	Salary				109675
213	Martin Luck Group	Stationery	171.54	34.31	205.85	109676
214	Mole, S.C.C.	Street Stall Superintendent	80.00		80.00	109677
215	Newsquest Media	Advertisements	96.60	19.32	115.92	109678
216	Petty Cash	Postages etc	92.79	3.03	95.82	109679
217	Price, Mrs S	Salary				109680
218	Round the Clock Security Ltd	Security Services	3,080.00		3,080.00	109681
219	South West Plumbing & Heating	Replace leaking tap	32.15		32.15	109682
220	South West Water	Water for 3 Penrose Road	19.17		19.17	109683
221	Steve Dingle Cleaning Ltd	Window & Bus Shelter Cleaning	120.00	24.00	144.00	109684
222	Temporary Fencing Solutions Ltd	Security Fencing	132.86	26.57	159.43	109685
223	The Sunlight Service Group Ltd	Mat hire	22.72	4.54	27.26	109686
224	Thomas, Cllr M H	Travel Expenses	17.80		17.80	109687
225	Trenowin Independent Energy Ltd	Preparation of Planning Application	780.00	156.00	936.00	109688
226	Trevano Marquee & Event Hire	Harvest Fair Marquee balance	760.23	152.05	912.28	109689
227	Warrens	Refreshments for Freedom Parade	242.10	48.42	290.52	109690
228	Williams, Mrs D	Salary				109691
		Salary related expenses	13,715.24		13,715.24	
			28,167.53	1,904.16	30,071.69	