

**MINUTES OF A MEETING OF HELSTON TOWN COUNCIL**  
**HELD IN THE GUILDHALL, HELSTON**  
**ON THURSDAY 18<sup>TH</sup> FEBRUARY 2010 AT 7.15 PM**

**Councillors:** N J C Devenish (Town Mayor) in the Chair

R Williams  
Mrs S M E Swift  
P Phillips  
R J L Boase

K Reynolds  
Mrs V J Matthew  
D C Swift  
Mrs F N E Boase

R R Pryor  
M H Thomas  
J P Radford-Gaby

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

**438. Prayers**

The Meeting opened with Prayers offered by Councillor Phillips.

**439. Apologies**

An apology for non-attendance was received from the Mayor's Chaplain, Reverend Dorothy Noakes.

**440. Declarations of Interest**

Councillor Mrs Boase declared an interest in item 2 of the Town Clerk's Report (Agenda item 20) as a member of the group producing the banner.

Councillors Phillips, R.J.L. Boase, Mrs Matthew and Mrs Boase declared an interest in items 5 and 11 of the Town Clerk's Report (Agenda item 20) as members of the Helston and District Town Twinning Association.

Councillor Mrs Matthew declared a prejudicial interest in item 14 of the Town Clerk's Report (Agenda item 20) as a member of the South Kerrier Alliance.

Councillor Mrs Swift declared an interest in Agenda item 1(d) of the Town Clerk's Report (Agenda item 20) as the Applicant was a member of the 50+ Forum Board.

Councillors Mrs Swift, D.C. Swift and Pryor declared an interest in Agenda item 1(g) of the Town Clerk's Report (Agenda item 20) as the Treasurer was known to them.

**441. Public Participation**

Mr Harris spoke to advise that he was aware the Council had received a lot of criticism of late and advised that he supported Helston Town Council a hundred percent. He further advised that he had been attending meetings for the last few years and he liked the traditions that were maintained.

Mr I Perry expressed his pleasure at seeing the public gallery full with people showing an interest in the town. Mr Perry then advised that he was pleased the road had been resurfaced on Trengrouse Way but raised concerns regarding the removal of shrubs from the verges and expressed the hope that this area would be grassed prior to Flora Day.

Mr N Hannaford spoke on behalf of the Helston and District Town Twinning Association to request permission to display the gifts to the town from Italy and to ask Members to consider contributing to the cost of the display cabinet to be located in the Library. Mr Hannaford advised that he understood the Town Council had received a twinning request from Plougasnou and asked what action was being taken. The Mayor advised that the request was included on the Town Clerk's report and would be discussed by Members at that point in the meeting.

Ms J Hornsby, District Commissioner for Helston, spoke on behalf of Girlguiding UK who had submitted a request for a grant, and advised that she was willing to answer Members' questions.

Mr M Upton spoke on his respect for tradition and Council protocol and queried several procedures. Mr Upton then enquired when the Epworth Hall would be consulted on the Town Plan as it had been mentioned by a Working Party. The Mayor advised that the Town Plan was in the very early stages and the individual Working Parties were prioritising responses from the initial consultation and would consult with the appropriate organisations at the relevant time. Mr Upton further advised that new bus stop signs had been installed the wrong way round in Coinagehall Street and enquired on the progress of the bus shelters. The Mayor advised that there was no additional information on the bus shelters and the Town Clerk advised that the signs had been reported on the day they were installed.

#### **442. Police Matters**

The Mayor extended a welcome to WPC Butcher who presented a detailed report which included recent crime figures.

Mr I Perry advised that he had seen a police vehicle travelling down Meneage Street with the driver on their radio and asked if this was allowed. WPC Butcher advised that all police vehicles were fitted with hands free equipment and she would bring the issue to the Inspector's attention.

#### **443. Minutes**

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

RESOLVED – that the Minutes of the Town Council meeting held on the 21<sup>st</sup> January 2010 and the Special Full Council meeting held on 9<sup>th</sup> February 2010 be approved and signed as a true record.

**Councillor D.C. Swift abstained from the vote as he had not been present at the meeting held on 21<sup>st</sup> January 2010.**

**Councillor Mrs Matthew abstained from the vote as she had not been present at the meeting held on 9<sup>th</sup> February 2010.**

#### **444. Minutes of the Play Committee**

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

RESOLVED – that the Minutes of the Play Committee meeting held on the 21<sup>st</sup> December 2009, be received and the recommendations approved.

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

On the proposition of Councillor Mrs Swift, seconded by Councillor Mrs Boase, it was RESOLVED – that the Minutes of the Policy, Finance & Resources Committee meeting held on the 14<sup>th</sup> January 2010, be received.

**446. Minutes of the Planning Committee**

On the proposition of Councillor Phillips, seconded by Councillor Radford-Gaby, it was RESOLVED – that the Minutes of the Planning Committee meetings held on the 21<sup>st</sup> January and 4<sup>th</sup> February 2010, be received.

**447. Minutes of the Amenities Committee**

On the proposition of Councillor Mrs Swift, seconded by Councillor Phillips, it was RESOLVED – that the Minutes of the Amenities Committee meeting held on the 28<sup>th</sup> January 2010, be received.

**448. Minutes of the Harvest Fair Committee**

On the proposition of Councillor R.J.L. Boase, seconded by Councillor Thomas, it was RESOLVED – that the Minutes of the Harvest Fair Committee meeting held on the 4<sup>th</sup> February 2010, be received.

**449. Announcements**

The Mayor reported that at a private meeting of Members, held immediately prior to the Council Meeting, Councillor R.J.L. Boase had been proposed as Mayor and Councillor Mrs V.J. Matthew as Deputy Mayor for the civic year 2010/2011.

The Town Clerk reminded Members to return their Register of Interest documents at the earliest opportunity.

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

a) Local Cornwall Councillors

The Mayor advised that Councillor Robertson had given his apologies but had provided a written report which was circulated in Members' folders.

Councillor Wallis gave a detailed report during which he advised that the recommendations made in the parking review had been accepted. He further advised that he had a budget for highways work and would be investigating the provision of a pedestrian crossing on the Porthleven Road. He further confirmed that the Cornwall Councillor Community Grant Fund had been re-established. Councillor Wallis also made reference to the Media Bus, the Community Network meeting and changes to the Licensing Act. He then requested an urgent meeting with Members to discuss the Council's Management of Coronation Park & Penrose Amenity Area Business Plan and expressed his disappointment that he had not been approached for an input at an early stage.

Councillor Mrs Haycock congratulated Councillors R.J.L. Boase and Mrs Matthew on their nominations and then gave a report during which she made particular mention to the installation of railings in Five Wells Lane and bollards in Cross Street. Councillor Mrs Haycock advised that she was pleased to see work was progressing with regard to the Kennels and advised that she was making every effort to confirm who was responsible for the town's White Wash Walls.

b) Community Network Manager

Mrs C Chadwick provided a detailed report (circulated in Members' folders) in which she made particular mention of the youth café/ dry bar, the media bus and the Helston Community College Community Engagement Event. Mrs Chadwick advised that since producing her report she had been notified of a Cornwall Learning Disability Roadshow due to take place on Tuesday 9<sup>th</sup> March in the Methodist Church.

The Mayor enquired if Mrs Chadwick had an update on the progress of the Loyalty Card Scheme. Mrs Chadwick advised that this was a South Kerrier Alliance project and confirmed that there had been difficulty transferring the information and that she would analyse the information as soon as it was received.

**451. Leats and Kennels**

Councillor Reynolds gave a detailed update on his investigations as a private individual into the various options being considered to restore the water supply between the Leats and Kennels. The Town Clerk advised that an acknowledgement had been received from English Heritage regarding the Town Council's request to list the Leats and Kennels and an acknowledgement had also been received from the Environment Agency regarding the letter concerning Riparian responsibilities. Councillor Reynolds advised that he had financial information to report and it was therefore proposed by Councillor Reynolds, seconded by Councillor Phillips, and

RESOLVED – that this item be deferred as a confidential matter.

**452. White Wash Walls**

Councillor Radford-Gaby expressed his concerns regarding the condition of the White Wash Walls and advised that, as the wall in Penrose Road was listed, the owner was failing to meet their obligation to maintain a listed structure. Following a detailed debate it was proposed by Councillor Radford-Gaby, seconded by Councillor Reynolds, and unanimously

RESOLVED – that

- (a) the Town Clerk investigate the ownership of the White Wash Walls and strongly urge the owners to meet their obligation to maintain them, and
- (b) the Conservation Officer be urged to enforce owners to meet their obligation to maintain a listed structure in the case of the Penrose Road walls.

**453. Council Vehicle**

Councillor Thomas spoke regarding the need for a council vehicle and expressed the opinion that the Town Warden required transport to properly carry out his full range of duties.

A detailed debate ensued during which Members raised the following points:

- sponsorship could be sought for the provision of a vehicle;
- there were second hand vehicles available at a reasonable cost;
- there was no budget available for a vehicle and no budget set for 2010/11;
- a vehicle would allow the Town Warden to transport and properly dispose of any litter and waste that he had collected; and
- funding of maintenance, insurance and vehicle tax also needed to be considered.

It was then proposed by Councillor Mrs Swift, seconded by Councillor Pryor, and

RESOLVED – that this item be deferred to the Policy, Finance and Resources Committee.

#### **454. Review of the Effectiveness of Internal Controls**

Members considered a report by the Town Clerk regarding a review of the effectiveness of internal controls conducted by the Mayor and Councillor Mrs Boase. The Review highlighted that the two paintings hanging in the Council Chamber were listed in the Assets Register with a nominal valuation.

Following a brief debate it was proposed by Councillor Mrs Swift, seconded by Councillor Reynolds, and unanimously

RESOLVED – that the recommendations in the report be accepted and the Town Clerk obtain quotations to value the two paintings hanging in the Council Chamber for insurance purposes.

#### **455. Report of the Town Clerk**

##### **(1) Grant Applications**

The Town Clerk advised that one further application for financial support had been received (item 16 of the Supplemental Report) and should be considered along with this item. Thirteen grant applications were individually considered.

##### **a) 1st Helston Scout Group and Girlguiding UK**

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

RESOLVED – that, in pursuance of the powers conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 each in respect of the 1<sup>st</sup> Helston Scout Group and Girlguiding UK.

##### **b) Cornwall Blind Association**

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

RESOLVED – that, in pursuance of the powers conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 in respect of the Cornwall Blind Association Transport Service.

**c) Cornwall Rape & Sexual Abuse Centre**

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

RESOLVED – that, in pursuance of the powers conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 in respect of the Cornwall Rape & Sexual Abuse Centre.

**d) Cornwall Rural Community Council**

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

RESOLVED – that, in pursuance of the powers conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 in respect of the Helston Carers Group.

**Councillor Mrs Swift declared an interest in this item and abstained from the vote.**

**e) Country Holidays for Inner City Kids (CHICKS)**

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

RESOLVED – that no grant be awarded to Country Holidays for Inner City Kids and that the Town Clerk contact the organisation to explain the reasons why the Council were unable to give a grant.

**f) Helford River Children's Sailing Trust**

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

RESOLVED – that, in pursuance of the powers conferred by Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 in respect of the Helford River Children's Sailing Trust.

**g) Helston Age Concern**

It was proposed by Councillor Mrs Matthew, seconded by Councillor Phillips, that Helston Age Concern be given a grant of £250.00.

An Amendment was proposed by Councillor Radford-Gaby, seconded by Councillor Thomas, that Helston Age Concern be given a grant of £100.00. The Amendment was carried and became the Substantive Motion and it was

RESOLVED – that, in pursuance of the powers conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 in respect of the running costs of the Helston Age Concern Minibus.

**Councillors Mrs Swift, D.C. Swift and Pryor declared an interest in this item and abstained from the vote.**

**h) Helston Chamber Choir**

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

RESOLVED – that, in pursuance of the powers conferred by Section 145 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 in respect of the Helston Chamber Choir.

**i) Helston Cricket Club**

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

RESOLVED - that, in pursuance of the powers conferred by Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 in respect of training equipment.

**j) Marie Curie Cancer Care**

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

RESOLVED – that, in pursuance of the powers conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £200.00 in respect of the Cornwall Nursing Appeal.

**k) South West Battle Group & Living History**

It was proposed by Councillor R.J.L. Boase, seconded by Councillor Pryor, and

RESOLVED – that no grant be awarded to the South West Battle Group & Living History and that the Town Clerk contact the organisation to explain the reasons why the Council were unable to give a grant.

**l) Tanya's Courage Trust**

On the proposition of Councillor Phillips, seconded by Councillor Pryor, it was

RESOLVED – that, in pursuance of the powers conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 in respect of Tanya's Courage Trust.

**(2) Museum Banner**

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

REOLVED – that permission be given for the inclusion of the town crest in the Banner.

### **(3) Cornwall in Bloom**

Councillor R.J.L. Boase advised that he would be interested in attending the Cornwall in Bloom Event. Councillor Mrs Swift informed Members that the event was open to all who wished to attend.

This item was noted.

### **(4) Cob Bus Shelter**

On the proposition of Councillor Phillips, seconded by Councillor Thomas, it was RESOLVED – that Members supported the Town Clerk’s actions to arrange urgent repairs.

### **(5) Display of Gifts from Italy**

On the proposition of Councillor Mrs Swift, seconded by Councillor Pryor, it was RESOLVED – that:

- a) in pursuance of the powers conferred by Section 137 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £100.00 in respect of a display cabinet; and
- b) the Helston and District Town Twinning Association be given permission to display the gifts from Italy in the display cabinet located in the Helston Library.

**Councillors Phillips, R.J.L. Boase, Mrs Matthew and Mrs Boase declared an interest in this item and abstained from the vote.**

### **(6) Proposed Helston Street Festival**

It was proposed by Councillor Reynolds, seconded by Councillor Phillips, and RESOLVED – that Councillor Mrs Matthew attend a meeting to discuss the proposed Helston Street Festival.

### **(7) Helston & The Lizard Community Halls Network**

It was proposed by Councillor Phillips, seconded by Councillor Reynolds, and RESOLVED – that Standing Orders be suspending to allow Mrs Chadwick to speak.

Mrs Chadwick advised that the date of the next meeting had yet to be specified but was expected to be in early May.

It was proposed by the Mayor, seconded by Councillor Phillips, and RESOLVED – that Standing Orders be resumed.

It was agreed that as no meeting date had been set, this item would be deferred until a date was known.

### **(8) Road Closures**

This item was noted.

**(9) Minerals and Waste Monitoring Report**

This item was noted.

**(10) Footpath 20**

This item was noted.

**(11) Town Twinning**

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

RESOLVED – that the request from the Council of Plougasnou to form a twinning link be passed to the Helston & District Town Twinning Association.

**Councillors Phillips, R.J.L. Boase, Mrs Matthew and Mrs Boase declared an interest in this item and abstained from the vote.**

**(12) SLCC Joint Devon & Cornwall Branch Meeting**

It was proposed by Councillor Mrs Swift, seconded by Councillor Pryor, and

RESOLVED – that the Town Clerk attend the Society of Local Council Clerks meeting on Friday 5<sup>th</sup> March.

**(13) Staffing Committee**

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

RESOLVED – that Helston Town Council form a Staffing Sub-committee of the Policy, Finance and Resources Committee.

**Councillor Mrs Matthew declared a prejudicial interest in the following item and left the meeting at 9.24pm.**

**(14) South Kerrier Alliance – Proposed Redevelopment of the Former Cattle Market Site**

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

RESOLVED – that Helston Town Council formally supported the project to re-develop the former cattle market site.

**Councillor Mrs Matthew returned to the meeting at 9.27 pm**

**(15) The Fouling of Land by Dogs (Cornwall) Order, 01/2010**

and

**The Dogs on Leads by Direction (Cornwall) Order 01/2010**

This item was noted.

**(16) Helston Community Centre**

The Town Clerk advised that there was a confidential item on his report to discuss Solicitors advice. On the proposition of the Mayor, seconded by Councillor R.J.L. Boase, it was RESOLVED – that this be deferred as a confidential item.

**456. Report of the Town Warden**

It was proposed by Councillor Phillips, seconded by Councillor Thomas, and RESOLVED – that the Town Warden’s report be accepted with thanks.

**457. Schedule of Accounts for Payment**

On the proposition of Councillor Phillips, seconded by Councillor Reynolds, it was RESOLVED – that Account Nos. 357-385 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £13,844.73.

(Councillor Williams declared an interest in Account No. 384.)

It was agreed that the cheques would be signed by Councillor Williams and Councillor Phillips.

**458. Attendance at Meetings**

Councillor Mrs Boase had attended a feedback meeting for the Bulwark Community Action Day.

Councillor Mrs Matthew had attended a Nansloe Governors meeting.

Councillor Reynolds had attended a meeting at Helston Community College and advised that, as the Town Council’s representative, he had received a letter (e-mailed to Members prior to the meeting) which requested the Town Council’s support for:

- funding for the Helston Day Nursery;
- the installation of additional traffic calming measures; and
- the planning, building and operation of a new building.

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

RESOLVED – that the Town Council formally support Helston Community College’s bid for funding for a Day Nursery under the Early Years Capital Grant Scheme.

It was further proposed by Councillor Reynolds, seconded by Councillor R.J.L. Boase, and

RESOLVED – that the Town Council contact Cornwall Council to support the installation of flashing warning lights, as proposed by Helston Community College, and the installation of traffic control measures such as zebra or light controlled crossings to control traffic on Belmont Road.

Additionally it was proposed by Councillor Reynolds, seconded by Councillor R.J.L. Boase, and

RESOLVED – that the Town Council offer its support and assistance towards the College’s bid to develop a ‘Campus of Opportunity’ and that the proposal be included in the Town Plan.

**The Mayor abstained from the vote advising that he did not wish to fetter his interests.**

Councillor R.J.L. Boase advised that as a Member of Helston Town Council’s Planning Committee he reserved the right to vary his opinions and voting when that matter subsequently came before that Committee.

**Councillor Thomas declared an interest in this item as a Governor and member of staff at Helston Community College.**

Councillor Mrs Swift circulated a report in Members’ folders which advised that she had attended two Cornwall Association of Local Councils Executive meetings and two Citizens Advice Bureau Board meetings.

The Mayor had attended the Community Network Preliminary Meeting with the Town Clerk and gave a detailed report.

The Town Clerk had attended the Society of Local Council Clerks Seminar and the last Planning Liaison Group Meeting in its current format.

#### **459. 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.

#### **460. Exclusion of the Press and Public**

On the proposition of Councillor Pryor, seconded by Councillor Radford-Gaby, 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.

**461. Confidential Report of the Town Clerk**

**(1) Helston Community Centre**

Members considered correspondence from the Town Council's Solicitor. Following a brief debate it was proposed by Councillor R.J.L. Boase, seconded by Councillor Reynolds, and

RESOLVED – that the Town Council's solicitor be authorised to appoint Stratton & Holborow to carry out the joint valuation of the Community Centre building.

**462. Leats and Kennels**

Councillor Reynolds elaborated on the different options to restore the water supply to the Leats and Kennels and spoke on the costs involved and possible sources of funding.

It was proposed by Councillor Reynolds, seconded by Councillor Thomas, that the Town Council write to Cornwall Council to request that a portion of Section 106 funding be diverted from the public realm works to finance the proposed scheme. Following an equality of the vote, on the second vote of the Mayor, this motion failed.

It was then proposed by Councillor Mrs Matthew, seconded by Councillor Radford-Gaby, and

RESOLVED – that the Town Clerk seek an alternative form of funding to progress this project.

**Meeting closed at 10.34pm**

**Confirmed**

**Town Mayor**

*Immediately following the meeting the Town Clerk read a letter from Councillor Phillips advising of his retirement from the Council with effect from the following day.*

*The Mayor thanked Councillor Phillips for his service to the town.*