

MINUTES OF A MEETING OF HELSTON TOWN COUNCIL
HELD IN THE GUILDHALL, HELSTON
ON THURSDAY 19TH SEPTEMBER 2013 AT 7.15 PM

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

R Williams

R J L Boase

Mrs F N E Boase

M H Thomas

Miss J A Hornsby

J Martin

M Upton

M Knight

Mrs N Roberts

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

214. Apologies

Apologies for non-attendance were received from Councillor Mrs Geer and Councillor Harris who both had family commitments.

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

RESOLVED – that the Apologies be received and accepted.

215. Declarations of Interest and requests for Dispensations

a) Declarations of Interest

The Mayor declared an interest in item 8 of the Town Clerk's Report (Agenda item 16) as his wife was a Director of the Helston Business Improvement Partnership.

Councillors R J L Boase and Mrs Boase declared an interest in item 1/ xii of the Town Clerk's Report (Agenda item 16) as a Church Warden and member of the Bell Ringers Group respectively.

Councillor Thomas declared an interest in item 1/ xii of the Town Clerk's Report (Agenda item 16) as he was on the electoral roll of St. Michaels Church.

Councillor Martin declared an interest in item 8 of the Town Clerk's Report (Agenda item 16) as the Town Council's representative on the Helston Business Improvement Partnership and advised that he had submitted a request for a dispensation.

Councillor Upton declared an interest in item 1/ xi of the Town Clerk's Report (Agenda item 16) as he was the Chairman of the Epworth Hall Management Committee. Councillor Mrs Roberts declared an interest in item 1/ xi of the Town Clerk's Report (Agenda item 16) as her husband was Vice-Chairman of the Epworth Hall Management Committee.

b) Requests from Members for Dispensations

Councillor Upton advised that he had sought the advice of the Cornwall Council Monitoring Officer and, following that advice, submitted a request for a dispensation to allow him to take part in discussions regarding the Epworth Hall but not vote, for the duration of the Council. It was proposed by the Mayor, seconded by Councillor Martin, and

RESOLVED – that the Town Council award Councillor Upton a dispensation, for the term of the current Council, to take part in the debate but not vote on matters relating to the Epworth Hall.

Councillor Upton requested that his abstention from the vote be recorded.

The Town Clerk advised that a request for a dispensation had been received from Councillor Martin to allow him to speak and vote on matters relating to the Helston Business Improvement Partnership. Councillor Martin was one of two Council representatives on the HBIP Board of Directors but did not own a business in the town centre.

It was proposed by Councillor Miss Hornsby, seconded by Councillor Williams, and

RESOLVED – that the Town Council award Councillor Martin a dispensation, for the term of the current Council, to remain in meetings, speak and vote on matters relating to the Helston Business Improvement Partnership.

Councillor Martin requested that his abstention from the vote be recorded.

216. 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.

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

a) Local Cornwall Councillors

Cornwall Councillor Mrs Haycock advised that she was continuing to seek information in response to the concerns raised at the previous meeting regarding the condition of the Old Chapel Car Park and would report back when possible. She further advised that her Community Chest Grant fund still had funding available. In respect of the problem with split rubbish bags, Councillor Mrs Haycock confirmed that the public needed to be aware that they were responsible for the bags until they were collected. She then reminded Members that a Cornwall Council Budget meeting was being held in the Guildhall the following evening.

In response to queries Councillor Mrs Haycock confirmed that Seagull-proof bags were again available from Isaac House and provided further details on the format of the budget meeting.

Cornwall Councillor Martin advised that he had mainly been involved with licensing issues and had also met with the Police and Crime Commissioner at an event which predominantly discussed drink-related abuse. He further advised that he had queried the lack of repeater signs on the Redruth Road but had received the same response as Cornwall Councillor Mrs Haycock and then congratulated those involved with Helston Harvest Fair for their hard work.

In response to a question regarding Application PA13/07594 (proposed fish and chip shop at Old Turnpike Dairy) Cornwall Councillor Martin advised that he could not comment on the application as he was a reserve on the Cornwall Council West Sub-Area Planning Committee and he would not have a final view until he had considered all the responses.

Councillor Mrs Roberts advised that she had been contacted by a local resident who lived near Shooters and experienced anti-social behaviour in the hour between the Police finishing at 3am and Shooters closing at 4am. Cornwall Councillor Martin expressed the opinion that it was time that late licences be reviewed and also confirmed that the Police and Crime Commissioner had wished to introduce a late night levy which would provide extra funding for police and outlined the proposal. Cornwall Councillor Mrs Haycock advised that the issue had been brought to her attention and she had contacted Licensing who were not aware of any issues.

In response to concerns regarding the sale of vehicles in the lay-by on Clodgey Lane by the junction with Trengrouse Way and on the verge by the Admiralty estate Councillor Mrs Haycock advised that she understood the signage was advisory and not enforceable and confirmed that, whilst the verge belonged to the Navy, she would follow this up. In response to a suggestion that the Civil Enforcement Officers visit the areas, Councillor Mrs Haycock advised that a Byelaw needed to be in place and suggested that Helston Town Council could investigate this.

The Town Clerk advised that apologies had been received from Cornwall Councillor Wallis.

b) Community Network Manager

The Town Clerk advised that apologies had been received from Mrs Hardy but confirmed that he regularly met with her and she would also be meeting with the Regeneration Officer.

218. Public Participation

Councillors R J L Boase, Mrs Boase and Thomas declared an interest and left the meeting at 7.41pm.

The Tower Captain of St Michaels Church Bell Ringers Group spoke in support of their grant application (item 1/ xii of the Town Clerk's Report, Agenda item 16) outlining the history of the site, the activity of the Bell Ringers group, the requirements for the restoration of the bells and their fund raising efforts.

Councillors R J L Boase, Mrs Boase and Thomas returned to the meeting at 7.49pm.

The Secretary of the Helston Business Improvement Partnership (HBIP) spoke in support of their funding application (item 8 of the Town Clerk's Report, Agenda item 16) explaining the HBIP's requirement for an office and offering to answer Members questions. In response to questions she confirmed that the current membership was fifty five businesses advising that the HBIP were intending to have a membership drive and the HBIP had not yet discussed the inclusion of a Tourist Information Centre with Cornwall Council.

A former head boy of Helston Community College thanked Members for the information provided regarding the college re-build. Councillor Martin advised that he understood that a delegation from the school were meeting with the Minister regarding the issue. It was suggested that Cornwall Councillor Martin could provide further information outside of the meeting.

219. Minutes

On the proposition of Councillor Thomas, seconded by Councillor Miss Hornsby, it was

RESOLVED – that the Minutes of the Town Council meeting held on the 15th August 2013 be approved and signed as a true record.

220. Minutes of the Policy, Finance & Resources Committee

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

RESOLVED – that the Minutes of the Policy, Finance & Resources Committee meetings held on the 13th August 2013 and 10th September 2013, be received and the recommendation accepted.

221. Minutes of the Planning Committee

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

RESOLVED – that the Minutes of the Planning Committee meetings held on the 15th August 2013 and 5th September 2013, be received.

222. Minutes of the Play & Young People Committee

On the proposition of Councillor Miss Hornsby, seconded by Councillor Mrs Roberts, it was unanimously

RESOLVED – that the Minutes of the Play & Young People Committee meeting held on the 22nd August 2013, be received.

223. Notes of the Town Plan Survey Working Party

The Town Clerk confirmed that the following recommendations were included within the Town Plan Working Party notes:

- That Helston Town Council does not pursue the option of a Neighbourhood Plan at this time, but finalises a Town Plan.
- That Helston Town Council instructed the Town Centre Regeneration Officer (TCRO) to identify up to 10 priorities of town residents (based on the Town Plan Survey Questionnaire carried out in July 2011) and, subject to further public consultation, to produce a Town Plan.
- That Helston Town Council gave delegated authority to a number of Councillors to work with the TCRO on the Town Plan priority list and follow up questionnaire and then to bring the draft questionnaire back to the Town Plan Survey Working Party to review before presenting it to Full Council.
- That, whilst appreciating the TCRO was new to post, this was a matter of some urgency and the follow up questionnaire needed completing at his earliest convenience in order that it could go before Full Council on 21st November for ratification.

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

RESOLVED – that the Notes of the Town Plan Survey Working Party meeting held on the 9th September 2013, be received and the recommendations accepted.

Following a written ballot, Councillors Williams, Martin, Upton and Knight were appointed to work with the Town Centre Regeneration Officer on the production of a Town Plan.

224. Announcements

The Mayor advised Members that he was holding a Mayor's Ball on 9th November with tickets being sold in support of the Mayor's Fund.

The Mayor further advised that he had been presented with a Chinese scroll on behalf of the Town by Mr D Gong and Mrs A Sui. He informed Members that the scroll was paper cut in a design of 100 roosters which symbolised an earnest wish. The Mayor thanked Mr Gong and Mrs Sui on behalf of the town for their gift.

225. First World War Centenary

Councillor Upton advised that he had been contacted by a member of the public with suggestions for the commemoration of the Centenary of the First World War and had received an offer of funding from Cornwall Councillor Mrs Haycock. Councillor Upton advised that the suggestions included considering the replacement of the gates at St Michaels Church as a memorial, a new Cornish Cross at the bottom of Meneage Street and possibly investigating the history of the Church Bells. A detailed debate ensued during which further suggestions of an arboretum, a concert with the choir and band, an exhibition on the history and effects of the First World War in the museum, a heritage trail and an additional Civic Service were raised. At the conclusion of the debate it was proposed by the Mayor, seconded by Councillor Knight, and

RESOLVED – that a Working Party be formed to discuss the suggestions in further detail and make a recommendation to Full Council.

All Members present indicated that they wished to be involved with the Working Party.

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

RESOLVED – that Councillor Upton act as project leader for the Working Party.

226. Report of the Town Centre Regeneration Officer

The Mayor welcomed the Town Centre Regeneration Officer who updated Members on his report (circulated prior to the meeting) to advise that the launch of the public consultation process had been provisionally set for Tuesday 29th October 2013 at 7pm in the Corn Exchange (*subsequently amended to Wednesday 30th October in the Methodist Hall, Coinagehall St*).

Councillor Upton thanked the Town Centre Regeneration Officer for his hard work to date advising that he looked forward to working with him.

Members then gave consideration to the formation of a Project Board as detailed in the Town Centre Regeneration Officer's Report. Following a brief debate it was proposed by the Mayor, seconded by Councillor Knight, and unanimously

RESOLVED – that a Project Board with representatives from Helston Town Council, Cornwall Council and the Helston Business Improvement Partnership be created.

227. Report of the Town Clerk

(1) Grants

It was agreed that, due to the limited budget available for grants and the large number of applications received, the applications first be considered to determine whether a grant be awarded and then consider them again to agree the amount of funding awarded.

a) Determination of whether a grant be awarded

i) CHICKS

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

RESOLVED – that no grant be awarded to CHICKS on this occasion.

ii) Cornubian Arts and Science Trust (CAST)

It was proposed by Councillor Upton, seconded by Councillor Knight, and

RESOLVED – that a grant be awarded to the Cornubian Arts and Science Trust (CAST).

iii) Gweek Visually Impaired Club

On the proposition of Councillor Knight, seconded by Councillor Williams, it was unanimously

RESOLVED – that a grant be awarded to the Gweek Visually Impaired Club.

iv) Helston Community Memory Café

It was proposed by Councillor Knight, seconded by Councillor Upton, and unanimously

RESOLVED – that a grant be awarded to the Helston Community Memory Café.

v) Helston Phoenix Mentoring Project

It was proposed by Councillor Knight, seconded by Councillor Mrs Boase, and on the second vote of the Mayor it was

RESOLVED – that no grant be awarded to the Helston Phoenix Project on this occasion.

vi) Home-Start Kernow

It was proposed by Councillor Upton, seconded by Councillor Mrs Boase, and

RESOLVED – that no grant be awarded to Home-Start Kernow on this occasion.

vii) Shelter Cornwall

It was proposed by Councillor Upton, seconded by Councillor Mrs Boase, and

RESOLVED – that no grant be awarded to Shelter Cornwall on this occasion.

viii) Trengrouse Way Residents Association

It was proposed by Councillor Williams, seconded by the Mayor, and unanimously

RESOLVED – that a grant be awarded to the Trengrouse Way Residents Association.

ix) Active Plus

It was proposed by Councillor Knight, seconded by Councillor Williams, and unanimously

RESOLVED – that a grant be awarded to Active Plus.

x) Helston Cricket Club

It was proposed by Councillor Knight, seconded by Councillor Miss Hornsby, and in the second vote of the Mayor it was

RESOLVED – that a grant be awarded to Helston Cricket Club.

Councillor Mrs Roberts declared an interest in the following item and left the meeting at 9.11pm.

xi) Epworth Hall

Councillor Upton informed Members that funding was being sought to purchase staging which would be available for community events within Helston and then responded to Members questions.

Councillor Upton left the meeting at 9.17pm.

It was proposed by Councillor Knight, seconded by Councillor Martin, and

RESOLVED – that a grant be awarded to the Epworth Hall.

Councillors Upton and Mrs Roberts returned to the meeting at 9.19pm.

Councillors R J L Boase, Mrs Boase and Thomas declared an interest in the following item and left the meeting at 9.19pm.

xii) St Michaels Parish Church Bell Ringers Group

It was proposed by Councillor Mrs Roberts, seconded by Councillor Miss Hornsby, and

RESOLVED – that a grant be awarded to the St Michaels Parish Church Bell Ringers Group.

Councillors R J L Boase, Mrs Boase and Thomas returned to the meeting at 9.21pm.

b) Determination of amount of grant funding awarded

i) Cornubian Arts and Science Trust (CAST)

It was proposed by Councillor Miss Hornsby, seconded by Councillor Martin, that the Cornubian Arts and Science Trust (CAST) be awarded a grant of £750.00.

An Amendment was proposed by Councillor Knight, seconded by Councillor Thomas, that the Cornubian Arts and Science Trust (CAST) be awarded a grant of £500.00. The Amendment was carried and became the Substantive Motion and it was unanimously

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 £500.00 in respect of employment of a collaborative artist and programme production.

ii) Gweek Visually Impaired Club

It was proposed by Councillor Knight, seconded by Councillor Miss Hornsby, and unanimously

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 £150.00 in respect of transportation costs.

iii) Helston Community Memory Café

It was proposed by Councillor Thomas, seconded by Councillor Mrs Boase, that the Helston Community Memory Café be awarded a grant of £50.00.

An Amendment was proposed by Councillor Miss Hornsby, seconded by Councillor Knight, that the Helston Community Memory Café be awarded a grant of £100.00. The Amendment was carried and became the Substantive Motion and it was unanimously

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 activities for those suffering from memory loss.

iv) Trengrouse Way Residents Association

It was proposed by Councillor Knight, seconded by Councillor Williams, and

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 Trengrouse Way Residents Association.

v) Active Plus

It was proposed by Councillor Mrs Boase, seconded by Councillor Martin, that Active Plus be awarded a grant of £100.00.

An Amendment was proposed by Councillor Knight, seconded by Councillor Thomas, that Active Plus be awarded a grant of £200.00. 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 £200.00 in respect of a safety course for older carers from the Helston area.

vi) Helston Cricket Club

It was proposed by Councillor Knight, seconded by Councillor Miss Hornsby, and unanimously

RESOLVED – that, in pursuance of the powers conferred by Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 and being of the opinion that the expenditure satisfies the requirements of that Section, the Council approves expenditure in the sum of £250.00 in respect of improvements to covers for the Square.

An amendment was proposed by Councillor R J L Boase, seconded by Councillor Mrs Boase, that Helston Cricket Club be awarded £100.00. The amendment failed.

Councillors Upton and Mrs Roberts declared an interest in the following item and left the meeting at 9.29pm.

vii) Epworth Hall

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

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 £500.00 in respect of steeldeck staging.

Councillors Upton and Mrs Roberts returned to the meeting at 9.32pm.

Councillors R J L Boase, Mrs Boase and Thomas declared an interest in the following item and left the meeting at 9.32pm.

viii) St Michaels Parish Church Bell Ringers Group

It was proposed by the Mayor, seconded by Councillor Miss Hornsby, and

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 repairs and renovation of the bells.

Councillors R J L Boase, Mrs Boase and Thomas returned to the meeting at 9.33pm.

At the Mayor's discretion item 8 of the Town Clerk's report was brought forward.

The Mayor declared an interest in the following item and left the meeting at 9.35pm.

Councillor Thomas took the Chair at 9.35pm.

(2) Funding Application

Members considered a funding application from the Helston Business Improvement Partnership (HBIP) (circulated prior to the meeting). Following a detailed debate it was proposed by Councillor Miss Hornsby, seconded by Councillor Martin, that the Helston Business Improvement Partnership be awarded £36,456.00 in respect of the HBIP Shop Premises.

An amendment was proposed by Councillor R J L Boase, seconded by Councillor Williams, that the Helston Business Improvement Partnership be awarded the set up costs and one years running costs totalling £21,853 in respect of the HBIP Shop Premises. The amendment was carried.

A further amendment was proposed by Councillor Miss Hornsby, seconded by Councillor Williams, that the Helston Business Improvement Partnership be awarded the set up costs and one years running costs totalling £21,853 in respect of the HBIP Shop Premises and the project be reviewed in six months to consider the provision of the second years running costs subject to the viability of the project. The amendment was carried and became the Substantive Motion and it was

RESOLVED – that the Helston Business Improvement Partnership be awarded the set up costs and one years running costs totalling £21,853 in respect of the HBIP Shop Premises and the project be reviewed in six months to consider the provision of the second years running costs subject to the viability of the project.

The Mayor returned to the meeting and resumed the Chair at 10.01 pm.

(3) Christmas Lights

On the proposition of Councillor Upton, seconded by Councillor Miss Hornsby, it was

RESOLVED – that:

- a) in pursuance of the powers conferred by Section 144 of the Local Government Act 1972 (as amended) and being of the opinion that the expenditure satisfied the requirements of that Section, the Council approved a £500.00 grant towards the Christmas Lights; and
- b) the Christmas Lights Committee be given permission to utilise electricity from the Guildhall to power lights in that vicinity.

(4) Flood Risk Workshop

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

RESOLVED – that Councillor Williams be nominated to attend the Flood Risk Workshop run by the Environment Agency.

(5) Community Emergency Plan

This item was noted.

(6) Cornwall Community Flood Forum – 2nd Conference

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

RESOLVED – that Councillor Williams be nominated to attend the Cornwall Community Flood Forum Conference on Thursday 10th October 2013.

(7) Public Realm Project Board

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

RESOLVED – that Councillors Mrs Boase and Miss Hornsby be appointed as the Town Council representatives on the Public Realm Project Board.

(8) Staff Training

On the proposition of Councillor Knight, seconded by Councillor Miss Hornsby, it was

RESOLVED – that a RoSPA Play Area Inspection training session be booked at a cost of £1,295 for five members of staff and one member of the Play and Young People Committee.

(9) Computer Software

It was proposed by the Mayor, seconded by Councillor Miss Hornsby, and

RESOLVED – that Microsoft Project Professional 2010 be purchased for the Town Centre Regeneration Officer.

The Mayor declared an interest in Account No. 228 and left the meeting at 10.11pm.

Councillor Thomas took the Chair at 10.11pm.

228. Schedule of Accounts for Payment

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

RESOLVED – that Account Nos. 194-241 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £22,905.99.

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

The Mayor returned to the meeting and resumed the Chair at 10.12pm.

229. Attendance at Meetings

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

RESOLVED – that the written report submitted by Councillor Knight be received.

230. Items for the next Agenda

Councillor Upton requested an item on the following Full Council Agenda to discuss the proceeds from the sale of 3 Penrose Road.

Meeting closed at 10.13pm

Confirmed

Town Mayor