

MINUTES OF A MEETING OF HELSTON TOWN COUNCIL
HELD IN THE GUILDHALL, HELSTON
ON THURSDAY 19TH FEBRUARY 2015 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 Knight
Mrs N Roberts
A R Harrison

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

477. Apologies

Apologies for non-attendance were received from Councillors Upton and Mrs Geer.

478. Declarations of Interest and requests for Dispensations

a) Declarations of Interest

Councillor Knight declared an interest on Account No. 1122 on the Schedule of Accounts for Payment (Agenda item 20).

Councillor Mrs Boase declared an interest in Item 1 5) of the Town Clerk's Report (Agenda item 19) as a member of Helston Bellringers.

Councillor R J L Boase declared an interest in Item 1 5) of the Town Clerk's Report (Agenda item 19) as a member of St Michaels Church.

b) Requests from Members for Dispensations

There were no requests for dispensations.

479. Police Matters

The Town Clerk advised that apologies had been received from the Devon & Cornwall Constabulary and read a report produced by WPC Butcher which included recent crime figures. The Mayor requested that his thanks be conveyed to WPC Butcher.

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

a) Local Cornwall Councillors

Cornwall Councillor Mrs Haycock advised that she had spent a large amount of time involved with planning issues, particularly in respect of J D Wetherspoon and Coastline. Councillor Mrs Haycock further advised that she was disappointed because she regularly received telephone calls regarding double yellow lines but Cornwall Council was unable to help. The Mayor queried if this was due to budgetary issues which would be resolved in the next budgetary year. Cornwall Councillor Mrs Haycock advised that Cornwall Councillors used to have a Highways budget which could be used for double yellow lines but this was no longer the case.

Councillor R J L Boase spoke in respect of Flora Gardens, which he believed had been adopted by Cornwall Council, to advise he had noticed that cars at the top of the road were parking over the white line which he believed was meant to denote a footway, and enquired if Cornwall Council could take action regarding the obstruction of a footway. Councillor Mrs Haycock advised that she had been in contact with the Assistant to the Town Clerk regarding whether Flora Gardens had been adopted as there was differing information and had contacted the Community Network Manager for clarification. Councillor Williams queried whether writing letters requesting double yellow lines would apply pressure on Cornwall Council to take action. Cornwall Councillor Mrs Haycock advised that there was no budget for yellow lines and whilst the Town Council could write letters to Cornwall Council these would need to be acknowledged which would take up officer time.

Cornwall Councillor Martin advised that there was news regarding Helston Community College which he believed Councillor Wallis would update Members on but confirmed that he was not fully aware of the outcome as he had not been allowed to attend the announcement event. Councillor Martin hoped that it would be possible to move forward with the College and that it would not be affected by any change of government. Councillor Martin then referred to letters he had received from the Town Council regarding the fly-tipping adjacent to the Sithney Common Hill lay-by and the disposal of water from the trader in the lay-by. Councillor Martin advised that there was still a problem regarding the fly-tipping, expressing the opinion that Cornwall Council and the Town Council should work together to resolve the issue. Councillor Martin confirmed that it may be possible to obtain funding towards a fence. Councillor Martin further advised that he had spoken with Officers regarding the illegal trading of a car wash and they had advised that the Environment Agency should be contacted. He advised, if Members felt that the trader was causing an obstruction, action could be taken. Cornwall Councillor Martin confirmed that the problem with subsidence on Sithney Common Hill was worse than had been expected and would involve substantial works. He confirmed that contractors were hoping to commence work in early March but it could take 2-4 months for the work to be completed.

Cornwall Councillor Wallis advised that Helston Community College had been awarded approximately £20 million in funding by the Department for Education and the Education Funding Authority under the Priority Schools Building Programme. He advised that the funding was more than expected and was 90% of that required for the rebuild of C, D and E blocks. He advised that Cornwall Council were waiting for confirmation from the Department of Education on the exact amount of funding and to see what they were allowed to do as the Department of Education carried out the works. He advised that the sites were to be surveyed in February and March after which time more news would be available. Councillor Wallis advised that one option being considered was locating all buildings on one site. He advised that the College was in a better position than before and did not believe the funding would be affected by a change in government. Councillor Wallis advised that, from investigations, he understood that the Helston Community College was the largest project to receive an award in the United Kingdom which was why the Deputy Prime Minister had made a surprise visit to make the announcement which had not been an open event.

b) Community Network Manager

The Mayor advised that a report had been received from the Community Network Manager which contained a request. The Town Clerk advised that historically the Town Council had always had a nominated Member on the Community Network Panel. However, at the last Annual meeting it had been decided not to nominate a Member as the Network Panels were being reviewed and there were uncertainties if they would continue. The Town Clerk confirmed that the review had been carried out and the Panel meetings were to continue and the Community Network Manager had invited the Town Council to nominate a representative.

On the proposition of the Mayor, seconded by Councillor Miss Hornsby, it was RESOLVED – that Councillor Martin be nominated as the Town Council’s representative on the Helston and South Kerrier Community Network Panel.

The Mayor agreed to be act as the Deputy to the representative on the Helston and South Kerrier Community Network Panel.

481. Public Participation

A representative of Helston Bowling Club spoke in support of the Grylls Monument Regeneration Scheme to advise that the area required maintenance and suggested that, if the trees were trimmed back, it would provide views over Coronation Park. She expressed the opinion that the public toilets were a blot on the area and encouraged vandalism and advised that the Bowling Club would consider a public toilet within the footprint of its building provided it was self-contained and built and maintained by the Town Council. She expressed the opinion that lots of people visited Coronation Park but they were not encouraged to use the Castle Green steps to come into town. She advised that 700 visiting bowlers used the Club and if the project encouraged even a small amount to visit the town it would make it a busier place. She further advised that the Helston Bowling Club had also applied for grant funding from the Town Council to improve the Club House and surrounding area and to obtain plans and planning permission for the works which she hoped Members would support.

A member of the public endorsed what was said in respect of the Bowling Green area and the public toilets. He further advised that, following the opening of the bus shelters in Coinagehall Street, he had received a number of comments from people who had wanted to read more about his speech in the local newspapers. He then welcomed the Captain of RNAS Culdrose and congratulated the recipient of an award from the Mayor’s Welfare Fund who had both attended presentations immediately prior to the Council meeting.

A member of the public spoke to advise that she was no longer Co-Chair of the Helston Business Improvement Partnership as she had to reduce her involvement due to demands on her personal time. She then requested that the Council forward any appropriate questions to the Helston Business Improvement Partnership prior to a meeting. She also advised that it was 77 days to Flora Day and confirmed that they hoped to do a live stream of the event again with better cameras in 10 different locations subject to raising enough funding to buy and install the cameras. She thanked the companies who had already sponsored the equipment and welcomed donations advising that there was a donations page on the Visit Helston website. The Mayor thanked her for the work she had done for the town and the work she was continuing to do.

A Trustee from Swallows of Helston spoke in support of their funding application to advise that they wished to make repairs to the fire exit at the rear of the property. She confirmed that, whilst it was usable, they wished to make improvements and install lighting. She advised that the children had raised £700 towards the project themselves in December. She further advised that a local JCB company had cleared the ground for them so they had made a start on the project. She advised that the Club had many budding champions and were putting Helston on the map. The Mayor and Councillor Williams both expressed disappointment that funding had to be spent on the building instead of on their activities. The Trustee advised that it was an old large building which provided a lot of sporting facilities for young people. She advised that whilst she had only been a Trustee for a short while she understood that they were unable to obtain lottery funding as they no longer held a long lease.

The Chair of the Helston Business Improvement Partnership offered to answer questions regarding their funding application as both he and the Secretary had to leave due to time constraints. Councillor R J L Boase apologised for the confusion regarding the size of the stickers at the previous meeting and queried why they were so big. The Chair of Helston Business Improvement Partnership advised that, after design consultation, it had been felt that anything smaller would be lost and the proposed size was the most cost effective.

482. Minutes

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

RESOLVED – that the Minutes of the Town Council meeting held on the 15th January 2015 be approved and signed as a true record.

483. Minutes of the Planning Committee

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

RESOLVED – that the Minutes of the Planning Committee meetings held on the 8th January, 15th January and 5th February 2015, be received.

484. Minutes of the Policy, Finance & Resources Committee

The Mayor reminded Members that the following recommendations were included in the Minutes:

- a) that the Town Clerk’s office opens to the public on Wednesdays unless there are exceptional circumstances.
- b) that Town Council agendas be produced on white paper with numbered pages, the exception being confidential items that will remain on pink paper.
- c) that Full Council adopt the following amendments to Standing Orders:-
 - i) Para. 1.15 – to read ‘Photographing, recording, broadcasting or transmitting the proceedings of a meeting is permitted provided it does not interfere with the progress of the meeting.’
 - ii) Para. 1.23 – to read ‘Prior to a meeting, a Councillor should submit a reason for their absence, but this will not be announced with the apology.’
 - iii) Para. 2.10 xi – replace ‘Town Centre Manager’ with ‘Town Centre Regeneration Officer’.
 - iv) Section 18 – Replace ‘Advisory Committees’ with ‘Working Parties’ and Full Council or the committee creating a Working Party must agree specific Terms of Reference.

v) p.41 Amenities Committee Terms of Reference

Responsibility under delegated powers to also include:

- Redruth Road Approach Boulder Area
- Lower Trengrouse Way Gardens
- Drill Hall Yard
- Millennium Cross Area
- Falmouth Road Boulder

vi) p.42 Planning Committee Terms of Reference

Insert – ‘A reserve committee member shall be nominated to prevent a meeting being inquorate. If called upon, the Reserve Member must attend the whole meeting.’

vii) p.43 Play & Young People Committee

Insert – ‘Only Town Councillors are eligible to vote on any matter.’

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

RESOLVED – that the Minutes of the Policy, Finance & Resources Committee meetings held on the 13th January and 10th February 2015, be received and the recommendations accepted.

485. Minutes of the Amenities Committee

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

RESOLVED – that the Minutes of the Amenities Committee meetings held on the 22nd January 2015, be received.

486. World War One Working Party

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

RESOLVED – that the Notes of the World War One Working Party meetings held on the 19th January and 28th January 2015, be received.

487. Notice Board Working Party

The Mayor reminded Members that the following recommendations were included in the Notes:

- a) that one new interior, double-door, flameproof notice board (size approx. 1800mm wide by 1200mm high) **plus** one single-door notice board of the same design (size approx. 1200mm wide by 1200mm high) should be purchased. Both boards to be aluminium framed and tamperproof. The colour of the back boards to be ‘wine/plum’. These boards to be mounted on the west side of the internal corridor between the set of swing doors and doors into the Corn Exchange. Cost not to exceed £450 ex VAT.

- b) that one single door notice board, of the same specifications (size approx. 900mm wide by 600mm high) should be purchased to replace the current board which shows Councillors details. Cost not to exceed £150 ex VAT.
- c) that the frame holding the ‘Helston Bag’ be removed and that the right hand glass panel of the Town Clerk’s office door (as observed from the corridor) be signed using vinyl lettering, to match the wine/plum colour (as above) with the following words:

Town Clerk’s Office
Open
Monday to Friday
9 - 4

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

RESOLVED – that the Notes of the Notice Board Working Party meeting held on the 10th February 2015, be received and the recommendations accepted.

488. Funding Request from the Helston Business Improvement Partnership

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

RESOLVED – that £1,120 be awarded to the Helston Business Improvement Partnership for the VisitHelston.com promotional stickers.

489. Announcements

The Mayor informed Members that he had attended the following events:

- Presentation of the Guy Gibson portrait to Porthleven;
- An assembly at Parc Eglos School;
- A meeting with the new Mace Bearer whose first event would be Flora Day;
- The opening of the bus shelters in Coinagehall Street;
- The Chamber Choir concert;
- The performance of the Snow Queen at Helston Community College;
- St Ives Feast; and
- Supper with the Captain of RNAS Culdrose.

The Mayor then circulated a letter and photographs he had received from a recipient of funding from the Mayor’s Fund who was carrying out work with disabled people in Bali. The Mayor further advised that he had a number of tickets available for the Guy Gibson Film evening that had been organised by Mr Strike and requested those who wished to attend to contact him.

The Mayor then informed Members that he would be holding a Helston Citizen of the Year competition with nomination forms available during March and the recipient would be announced at the Town Meeting in April.

490. Town Council E-mail Address

Councillor R J L Boase advised that the Town Council was having a new website with a Helston-tc.gov.uk domain and expressed the opinion that Council corporate used the new e-mail address. He advised that he was aware that some Members did not wish to use a Council e-mail for security reasons but confirmed that only the user would be able to access the e-mail account. He expressed the opinion that the Council should have a corporate image and felt that it would be less confusing to members of the public. A detailed debate ensued during which Standing Order 1.14 was suspended to allow Councillor Mrs Haycock to confirm Cornwall Council's e-mail policy. At the conclusion of the debate it was proposed by Councillor R J L Boase, seconded by Councillor Radford-Gaby, and

RESOLVED – that all Town Councillors be allocated and use a Helston-tc.gov.uk e-mail address.

Councillor Knight requested that her vote against the Motion be recorded.

491. Report of the Town Centre Regeneration Officer

The Town Centre Regeneration Officer advised that the Helston Business Improvement Partnership had canvassed its members regarding the Public Realm schemes and outlined the responses received. He advised that following a detailed debate the Public Realm Board had made a recommendation which was included in the information circulated to Members and confirmed that representatives of Meiloci were present if Members had any technical questions. In response to a question the Town Centre Regeneration Officer advised that, whilst the Scheme was in excess of the funding available, the costings were only based on concept designs and once detailed plans had been obtained it would be possible to either reduce the Specification to match the funding available or to seek further funding.

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

RESOLVED – that the Town Council accepted the recommendation of the Public Realm Project Board that Scheme C – Monument/ Bowling Green should be the priority scheme for immediate attention.

The Mayor thanked the Town Centre Regeneration Officer for all his work. The Town Centre Regeneration Officer offered his personal thanks to Meiloci for their assistance with the project.

The Town Centre Regeneration Officer then updated Members on the Map Boards project to advise that, whilst a planning application had been submitted for the proposed locations as a form of consultation, Cornwall Council had advised that each location would require a separate application at a total cost of £550. He confirmed he had pointed out that the work was permitted development and Cornwall Council had agreed to refund the original fee if the Town Council did not wish to proceed. The Town Centre Regeneration Officer recommended that the Town Council proceed with the installation under permitted development and Members agreed. The Town Centre Regeneration Officer advised that the artwork required to complete the map proof was now available and the project was nearing completion, advising that he hoped to have the full costs for the March meeting.

492. Report of the Town Clerk

(1) Grant Applications

a) Determination of whether a grant be awarded

i) Cornubian Arts & Science Trust (CAST)

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

RESOLVED – that a grant be awarded to CAST.

ii) Cornwall Blind Association

It was agreed that no grant be awarded to the Cornwall Blind Association on this occasion.

iii) Cornwall International Male Choral Festival

It was agreed that no grant be awarded to the Cornwall International Male Choral Festival on this occasion.

iv) Helston & District Town Twinning Association

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

RESOLVED – that a grant be awarded to the Helston & District Town Twinning Association.

v) Helston Bellringers

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

RESOLVED – that a grant be awarded to the Helston Bellringers.

Councillors R J L Boase and Mrs Boase abstained from the vote.

vi) Helston Bowling Club

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

RESOLVED – that a grant be awarded to the Helston Bowling Club.

vii) Penwith Volunteer Bureau

It was agreed that no grant be awarded to the Penwith Volunteer Bureau on this occasion.

viii) Swallows of Helston

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

RESOLVED – that a grant be awarded to Swallows of Helston.

b) Determination of the amount of grant funding to be awarded

Councillors R J L Boase and Mrs Boase left the meeting at 8.53pm.

It was proposed by Councillor Knight, seconded by the Mayor, that the available grant funding be divided equally among the five groups. The Motion was carried and it was therefore

RESOLVED – that:

- a) 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 £355.00 in respect of the Cornubian Arts & Science Trust (CAST);
- b) 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 satisfies the requirements of that Section, the Council approves expenditure in the sum of £355.00 in respect of the Helston & District Town Twinning Association;
- c) 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 £355.00 in respect of the Helston Bellringers;
- d) 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 £355.00 in respect of the Helston Bowling Club; and
- e) 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 £355.00 in respect of Swallows of Helston.

Councillors R J L Boase and Mrs Boase returned to the meeting at 9.02pm.

(2) Planning Committee

On the proposition of Councillor R J L Boase, seconded by Councillor Radford-Gaby, it was

RESOLVED – that Councillor Williams be nominated as the Reserve Member for the Planning Committee.

(3) Helston & District Town Twinning Association

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

RESOLVED – that the Helston & District Town Twinning Association be given permission to use the Town Crest on its website.

(4) World War One Quilt

Councillor Knight provided Members with further details of the World War One Quilt project. Following a brief debate it was proposed by Councillor Radford-Gaby, seconded by Councillor Miss Hornsby, and

RESOLVED – that £613 be awarded to Helston Museum for the production of a World War One quilt.

Councillors R J L Boase and Mrs Boase requested that their abstention from the vote be recorded.

493. Schedule of Accounts for Payment

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

RESOLVED – that Account Nos. 1080-1130 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £30,768.12.

Councillor Knight requested that her abstention from the vote be recorded.

The Town Clerk requested that two Members of the Policy, Finance and Resources Committee signed the payments schedule. It was further agreed that the cheques would be signed by Councillor Mrs Boase and Councillor Miss Hornsby.

494. Attendance at Meetings

The written reports submitted by Councillors Miss Hornsby and Councillor Knight were received.

495. 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.

496. Exclusion of the Press and Public

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

RESOLVED – that pursuant to the provision of the Public Bodies (Admissions to meetings) Act 1960, the press and public be excluded from the Meeting for the following item of business by reason of the confidential nature of the business to be transacted.

497. Roll of Honorary Freeman

Nominations were proposed and it was agreed that further consideration be given to the matter at the March Full Council meeting.

Meeting closed at 9.41pm

Confirmed

Town Mayor