

MINUTES OF A MEETING OF HELSTON TOWN COUNCIL
HELD IN THE GUILDHALL, HELSTON
ON THURSDAY 20TH NOVEMBER 2008 AT 7.15 P.M.

Present: Councillor N.J.C. Devenish (Town Mayor) in the Chair

Councillors:

R. Williams	R.J.L. Boase	D.C. Swift
Mrs S.M.E. Swift	K. Reynolds	Mrs F.N.E. Boase
P. Phillips	Mrs V.J. Matthew	R. R. Pryor

Officers: Mr C. Dawson (Town Clerk)
Miss P. J. Lavelle (Finance and Committee Assistant)
Mr C. Bowcutt (Town Warden)

274. PRAYERS

The Meeting opened with Prayers offered by the Mayor's Chaplain, Reverend Dorothy Noakes.

275. APOLOGIES

Apologies for non-attendance were received from Councillor Keay who was unwell and Councillor Martin who had a prior engagement.

On the proposition of Councillor Reynolds, seconded by Councillor Pryor, it was
RESOLVED – that the Apology from Councillor Martin be received and accepted.

276. POLICE MATTERS

The Mayor extended a welcome to PC Cook and PCSO Whitford. PC Cook introduced himself and then presented a detailed report which included recent crime figures and those for the corresponding period from the year previous.

277. PUBLIC PARTICIPATION

Mr I Perry expressed his pleasure with the attendance for Armistice Day and then spoke on the problems with illegal parking experienced in the town. Mr Perry then requested a written update on the progress with the bus shelters in Coinagehall Street. The Town Clerk advised that a written update from the Town Council would not be possible as the bus shelters were a Cornwall County Council project. The Town Clerk confirmed that Cornwall County Council had consulted with the Town Council regarding the design, were re-drawing the scheme and would re-consult with the public.

278. MINUTES

On the proposition of Councillor Mrs Swift, seconded by Councillor Phillips, it was
RESOLVED – that the Minutes of the Town Council meeting held on the 16th October 2008 be approved and signed as a true record.

279. MINUTES OF THE PLANNING COMMITTEE

On the proposition of Councillor Phillips, seconded by Councillor Reynolds, it was
RESOLVED – that the Minutes of the Planning Committee meetings held on the 16th October and 6th November 2008, be received.

280. MINUTES OF THE HARVEST FAIR COMMITTEE

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

RESOLVED – that the Minutes of the Harvest Fair Committee meeting held on the 6th November 2008, be received and the recommendations approved.

281. 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 23rd October 2008, be received.

282. ANNOUNCEMENTS

The Town Clerk read an invitation from Julian Rand, Chairman of the South Kerrier Alliance, to visit the Farmers Market on 6th December.

283. COUNTY AND DISTRICT COUNCILLORS REPORT

a) Local County Councillors

Councillor Phillips gave an update on the progress of the Children, Young People and Family Services Policy Development and Scrutiny Committee.

Councillor Mrs Lyne advised that there was a possibility of an extra street light for Sanctuary Lane.

b) Local District Councillors

Councillor Mrs Haycock spoke on behalf of the South Kerrier Alliance and Transition Helston as well as in her capacity as a District Councillor to advise that two pieces of land, one close to a housing estate, were being considered for use as allotments. She advised that Kerrier District Council had funding available for installing water on site and expressed the opinion that if the allotments were going to materialise it made sense to progress them as soon as possible.

Councillor Mrs Haycock further advised that the Scrutiny A Committee had formed a sub group to investigate the closure of the Café in Coronation Park, and that the Full Council had agreed to there being no entry fee for all to the Museum. She then confirmed that she had seen the new plans for the One Stop Shop at Isaac House and Dolcoath Avenue.

c) One Cornwall Local Member

Councillor Clayton gave a detailed update on One Cornwall which included information on the elections, planning, finance and staffing.

284. DONATION TO THE ROYAL BRITISH LEGION POPPY APPEAL

Councillor R.J.L. Boase advised that the wreaths were supplied at cost by the Royal British Legion (Helston Branch) and expressed the opinion that the Town Council should make a donation to the Poppy Appeal. Following a detailed debate it was proposed by Councillor R.J.L. Boase, seconded by Councillor Phillips, that a donation be given to the Royal British Legion Poppy Appeal.

An amendment was proposed by Councillor Reynolds, seconded by Councillor Williams, that Councillor R.J.L. Boase contact the Royal British Legion (Helston Branch) and request that they submit a letter for consideration at the February grant meeting.

The amendment was carried and became the Substantive Motion and it was

RESOLVED – that Councillor R.J.L. Boase contact the Royal British Legion (Helston Branch) and request that they submit a letter for consideration at the February grant meeting.

285. ALLOTMENTS

Members considered a report by the Finance and Committee Assistant (circulated prior to the meeting). The Town Clerk advised that the landowner who was providing 80 allotments had been advised that he did not require planning permission, and then read a letter from one of the electors who continued to request the provision of allotments in Helston. Following a detailed debate it was proposed by Councillor Phillips, seconded by Councillor Reynolds, and

RESOLVED – that the Town Council take no further action at this time and review the situation in three months.

286. PUBLIC MEETING

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

RESOLVED – that:

- a) a letter be sent to Kate Dixon to advise her of the results of the public meeting and to express the opinion that the Civil Parking Enforcement cover for Helston was woefully inadequate; and
- b) the Policy, Finance and Resources Committee investigate the employment of a Civil Parking Enforcement Officer on the Town Council's behalf.

287. REPORT OF THE TOWN CLERK

(1) Town Plan

On the proposition of the Mayor, seconded by Councillor R.J.L. Boase, it was

RESOLVED – that the Town Council reaffirmed the decision to produce a Town Plan and invited Sarah Mason to attend a meeting, at the earliest opportunity, to give advice and guidance.

Councillor Mrs Swift abstained from the vote.

(2) Community Centre Building – Digital Survey

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

RESOLVED – that the Town Council approved the acceptance of the quotation from Team Surveys at a cost of £1,875.

(3) Fire Alarm System

The Mayor, Deputy Mayor and Councillor Mrs Swift agreed to be key holders. Following a detailed debate it was proposed by the Mayor, seconded by Councillor Mrs Boase, and

RESOLVED – that:

- a) in the event of a possible fire the key holders would not enter the building but call the Fire Brigade immediately; and
- b) the Town Clerk contact the Chief Fire Officer to request further information on the proper procedure.

(4) Flammable Liquid Store

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

RESOLVED – that a flammable liquid storage cabinet be purchased at a cost of £299.

(5) Lockable Paper Bin

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

RESOLVED – that Kerrier District Council be contacted to confirm whether they had any lockable paper bins that were no longer required.

(6) Staff Training

It was proposed by Councillor Phillips, seconded by Councillor D.C. Swift, and unanimously

RESOLVED – that the Finance and Committee Assistant be authorised to attend the HM Revenue & Customs ‘Paying your Employees’ workshop on Wednesday 17th December.

(7) Gifts from Italy

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

RESOLVED – that the Amenities Committee be asked to investigate the provision of a suitable cabinet in the Corn Exchange for the display of gifts from Italy.

(8) Temporary Prohibition of Traffic

This item was noted.

(9) Office Closure

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

RESOLVED – that permission be given for the closure of the office from 12 noon to 1.30 pm on Friday 19th December and at 12.00 noon on Christmas Eve.

(10) Coronation Park Café

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

RESOLVED – that the Town Clerk write to Kerrier District Council to:

- a) express Members’ disquiet that the café was closed and urge them to rectify the situation as soon as possible; and
- b) request that the restriction on other catering operators in the Park be lifted.

(11) One Cornwall

(a) Localism Charter & Active Partnering Arrangements

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

RESOLVED – that the Localism Charter and Active Partnering Arrangements – Pilot Schemes questionnaires be completed by the Policy, Finance and Resources Committee.

(b) Electoral Review Consultation

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

RESOLVED – that Councillor Mrs Swift and the Town Clerk attend the Electoral Review Consultation on Wednesday 7th January 2009.

(12) Telephone Kiosks

The Mayor expressed concern at the removal of two telephone kiosks from the Redruth Road without consultation. The Finance and Committee Assistant updated Members on the Redruth Road telephone kiosks and advised that there was also a type K6 red kiosk located in Grylls Parc that was at risk of removal. It was agreed that further investigations be made and reported back to the next Full Council meeting.

(13) Internal Audit by Members

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

RESOLVED – that Councillor Reynolds and Councillor Mrs Swift carry out an internal audit by Members.

(14) Local Battery Collection Scheme

Councillor Phillips spoke on the Cornwall County Council battery collection scheme and advised that he was willing to be the volunteer to transport the batteries to the Gays Hill Recycling Centre. Following a brief debate it was proposed by Councillor Reynolds, seconded by Councillor Williams, and

RESOLVED – that the Town Council participate in the battery collection scheme and purchase a tube at a cost of £36.

(15) Town & Parish Clerk's Meeting

It was proposed by the Mayor, seconded by Councillor D.C. Swift, and

RESOLVED – that the Town Clerk attend the Town and Parish Clerks' meeting on Tuesday 2nd December 2008.

288. REPORT OF THE TOWN WARDEN

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

RESOLVED – that Kerrier District Council be contacted to request that they carry out some remedial works to the public toilets located by the Monument.

The Mayor advised that he had received some comments from members of the public regarding the use of the litter trolley, and queried if it was serviceable. On the confirmation that it was, the Mayor instructed that the Town Warden make every effort to use the trolley to present a visible presence to the town.

289. SCHEDULE OF ACCOUNTS FOR PAYMENT

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

RESOLVED – that Account Nos. 254-295 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £24,313.17.

(Councillor Williams declared an interest in Account No. 294 and Councillor R.J.L. Boase declared an interest in Account Nos. 277 and 289.)

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

290. ATTENDANCES AT MEETINGS

Councillor Reynolds together with Councillor Phillips had attended the Victim Support AGM.

Councillor Phillips had also attended the West Cornwall Healthwatch meeting.

Councillor Mrs Swift had attended a CALC meeting, two Citizens Advice Bureau meetings and the AGM of Helston Community Hospital.

The Town Clerk advised that, together with Councillor Mrs Swift, he had met with the architect to discuss the plans for the Community Centre.

291. 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.

292. EXCLUSION OF THE PRESS AND PUBLIC

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

293. CONFIDENTIAL REPORT OF THE TOWN CLERK

(1) Asbestos Survey

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

RESOLVED – that the quotation from Shield Environmental Services Ltd be accepted at a cost of £275 plus £12 per sample.

(2) Bank Accounts

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

RESOLVED – that the Town Clerk be authorised to open additional bank accounts of £50,000 with banks licensed by separate British licence holders.

Meeting closed at 9.56pm

Confirmed

Town Mayor