

**MINUTES OF A MEETING OF HELSTON TOWN COUNCIL**  
**HELD IN THE GUILDHALL, HELSTON**  
**ON THURSDAY 21<sup>ST</sup> JUNE 2012 AT 7.15 PM**

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

R Williams  
Mrs S M E Swift  
R J L Boase

N J C Devenish  
K Reynolds  
D C Swift

Mrs F N E Boase  
M H Thomas  
J Martin

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

**84. Apologies**

Apologies for non-attendance were received from Councillors Pryor and Miss Hornsby who were unwell.

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

RESOLVED – that the Apologies be received and accepted.

**85. Declarations of Interest**

The Mayor informed Members that Applications PA12/04933 and PA12/04934 had been referred to Full Council as an urgent item for discussion as the Planning Committee had become inquorate due to three Members declaring a prejudicial interest.

The Mayor and Councillors R J L Boase, Mrs Boase and Thomas declared an interest in Applications PA12/04933 and PA12/04934 as friends of the Landlord.

**86. 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 and those for the corresponding period from the year previous.

**87. 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 and confirmed that a list of meetings attended would be circulated in Members' folders.

The Town Clerk further advised that an apology for non-attendance had also been received from Councillor Mrs Haycock.

Mrs C Chadwick gave apologies from Councillor Wallis and read a report on his behalf that advised he had been elected Chairman of the Helston Youth Café Community Interest Company. The report also made particular mention to the Bulwark Play Area, the algae problem at the Boating Lake and the request for funding for the Coronation Park Centenary celebrations.

Councillor Mrs Swift enquired whether a Member of Helston Town Council had been included in the Centenary Working Group. Mrs Chadwick advised that the Town Centre Manager had been invited as the representative of Helston Town Council. The Mayor and Councillor Mrs Swift expressed concern that an officer had been invited and not an elected Member. Mrs Chadwick informed Members that the next meeting would be held at Isaac House on Monday 2<sup>nd</sup> July at 10am and confirmed that she would make Councillor Wallis aware of the issue. Councillor Thomas expressed concern that the meeting was being held at 10am which excluded anyone who worked from attending.

Councillor Reynolds queried if the Centenary Event was a Cornwall Council event. Following confirmation that it was, he expressed concern that Cornwall Council were reducing funding for a number of services around the town but were seeking a contribution towards their own event. Mrs Chadwick advised that the event was specifically for Helston and could benefit the town.

Councillor Devenish advised that he understood algae only grew in still water and recalled in the past there had been a flow of water through the Boating Lake. Councillor Devenish advised that the previous year Cornwall Council were going to investigate why the flow had been reduced and asked Mrs Chadwick if she could take the information back to Cornwall Council as this method would prevent algae growth. Mrs Chadwick advised that she would ensure the question was raised at a meeting with Cornwall Councillors and the Environment Team and confirmed that she would advise Members of the outcome.

#### b) Community Network Manager

Mrs Chadwick updated Members on her report (circulated prior to the meeting) and thanked Members for attending the Youth Café Open Evening. She advised that the Community Interest Company (CIC) had been formed and the Café was opening for an extra day with a membership of over 100 young people. Mrs Chadwick confirmed that they had a small surplus of funding remaining and they were awaiting the results of a bid for funding from the Ministry of Defence the following week. Mrs Chadwick then advised that the Community Network Panel Meeting regarding the Governance Review would be held on Wednesday 4<sup>th</sup> July at Isaac House.

Councillor Devenish queried the format of the Community Network Panel Meeting and enquired whether the relevant information would be circulated before the event. Mrs Chadwick advised that she would arrange for the appropriate information to be made available in advance. Councillor Mrs Swift advised that the Cornwall Association of Local Councils (CALC) had been considering the Governance Review and were writing a paper which she would circulate when available.

### **88. Public Participation**

A member of the public expressed concern regarding the algae in the Boating Lake and suggested that the lake could easily be cleared in a day by two men and a waste disposal tanker. He further advised that he was of the opinion that Cornwall Council had not maintained the pump since it had taken over from Kerrier District Council so it was not performing efficiently and then suggested an alternative method of increasing the water flow which would prevent the algae formation.

A second member of the public advised that following her concerns regarding the lack of quotations for the Town Centre Manager's Laptop, she noticed from the Town Centre Manager's report that he was still experiencing problems and the Amenities Committee had authorised further work. She then requested Members' assurance that competitive tendering would be followed if the additional work did not resolve the problems. Councillor Mrs Swift spoke as Chair of the Amenities Committee to advise that the further work had been subject to competitive quotations.

The member of the public then referred to the Special Full Council meeting the previous week and the item on the Agenda regarding 3 Penrose Road, together with recent press coverage, to ask why it was still discussed as a confidential item. She expressed the opinion that there was a potential for a large expenditure to fall on the public and that it was in the public interest to know what was happening. The Mayor advised that he could not comment at this time but hoped to be able to update the public in the near future and confirmed that the Council had taken legal advice at every stage.

Councillor Thomas spoke as a member of the public to raise concern with the level of grass cutting, expressing the opinion that the long grass encouraged dog owners to act irresponsibly and was more of a problem when it was cut. Councillor Thomas also advised that whilst the Triathlon was a very good event, he was concerned with the use of spray paint on the pavements which was not disappearing despite the recent wet weather. Councillor Mrs Swift advised that the Amenities Committee was inviting the Environmental Crimes Officer to attend a meeting and asked Members to advise the Town Clerk of any issues. Councillor R J L Boase advised that, as a resident of Cross Street, he had been compiling photographs of the waste collections which he would pass onto the Amenities Committee confirming that there were problems with dropped litter not being picked up. Several Members advised that they had experienced similar problems. Councillor Williams expressed the opinion that many of the problems were caused by rubbish being put out the night before, due to the early collection times, which gave Seagulls the opportunity to rip the bags open and spread the contents which the contractors could not be expected to pick up.

Mrs Chadwick thanked everyone for their support when she ran with the Olympic Torch and advised that she had taken it to a local hospice where her visit was much appreciated. Mrs Chadwick then offered to visit local groups with the torch.

## **89. Minutes**

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

RESOLVED – that the Minutes of the Town Council meetings held on the 15<sup>th</sup> May and 17<sup>th</sup> May 2012 and the Special Full Council Meetings held on 31<sup>st</sup> May and 6<sup>th</sup> June 2012 be approved and signed as a true record.

## **90. Minutes of the Policy, Finance & Resources Committee**

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

RESOLVED – that the Minutes of the Policy, Finance & Resources Committee meeting held on the 9<sup>th</sup> May and 12<sup>th</sup> June 2012, be received.

**91. Minutes of the Planning Committee**

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

RESOLVED – that the Minutes of the Planning Committee meetings held on the 17<sup>th</sup> May and 7<sup>th</sup> June 2012, be received.

**92. Minutes of the Amenities Committee**

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

RESOLVED – that the Minutes of the Amenities Committee meeting held on the 24<sup>th</sup> May 2012, be received.

**Councillor Devenish requested that his vote against the Motion be recorded.**

**93. Minutes of the Play & Young People Committee**

On the proposition of Councillor R J L Boase, seconded by Councillor Thomas, it was unanimously

RESOLVED – that the Minutes of the Play & Young People Committee meeting held on 11<sup>th</sup> June 2012 and the Special Play & Young People Committee meeting held on 16<sup>th</sup> May 2012, be received.

**94. Announcements**

The Mayor informed Members that he was holding a Charity Ball on 24<sup>th</sup> November at the Old Cattle Market building and confirmed that further details would follow.

**The Mayor and Councillors R J L Boase, Mrs Boase and Thomas declared a prejudicial interest in the following item and left the meeting at 8.01pm.**

**Councillor Williams took the Chair at 8.01pm.**

**Councillor D C Swift left the meeting at 8.01pm and returned to the meeting at 8.04pm.**

**95. Planning Applications**

- (i) **Planning Application PA12/04933  
Application Type: Full Application  
Retention of ladies WC facilities and erection of gentlemen's  
WC facilities and part demolition of boundary wall to  
form access to emergency exit  
50 Coinagehall Street, Helston  
For The Blue Anchor Inn Ltd**

**and**

- (ii) **Planning Application PA12/04934**  
**Application Type: Listed Building Consent**  
**Retention of ladies WC facilities and erection of gentlemen's**  
**WC facilities and part demolition of boundary wall to**  
**form access to emergency exit**  
**50 Coinagehall Street, Helston**  
**For The Blue Anchor Inn Ltd**

Councillor Reynolds visited the application site and gave a presentation with the aid of photographs.

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

RESOLVED – that the Town Council recommended refusal of Applications PA12/04933 and PA12/04934 as Members were of the opinion that:

- a) the design and associated works were not in keeping and inappropriate for the important historic building and site; and
- b) the rationale put forward to make a breach in the historic wall was not acceptable.

**The Mayor and Councillors R J L Boase, Mrs Boase and Thomas returned to the meeting at 8.22pm.**

**The Mayor resumed the Chair at 8.22pm.**

#### **96. Celebration Event**

Councillor Thomas advised that he was of the opinion that it was an appropriate time for the Council to hold an event to acknowledge the people who worked for the benefit of the town and asked that the suggestion be referred to the Policy, Finance and Resources Committee for further debate. He confirmed that he believed an event would lift the community and advised that he did not want to create an event which was burdensome to the Town Clerk's office offering to help if required.

Councillor Devenish advised that he did not support the proposal as it had not been budgeted for and would place further workload on the office. He further advised that the Council currently had a mechanism in place to recognise individuals or groups as the Mayor was entitled to present a town plaque and the previous Mayor had introduced a Young Person of the Year award. Councillor Mrs Swift expressed concern with the potential to overlook someone and then outlined the Civic Events that organisations were currently invited to.

Following a detailed debate it was proposed by Councillor Thomas, seconded by Councillor Mrs Boase, and

RESOLVED – that the Council considers hosting a Celebration Evening in the Guildhall in the early Autumn to recognise the service to the town of a range of individuals, groups and businesses and, in the first instance, the matter be referred to the Policy, Finance & Resources Committee to discuss in detail at its next meeting in July and then brought back to the Full Council for a final decision on 19<sup>th</sup> July 2012.

**Councillor Devenish requested that his vote against the Motion be recorded.**

**97. Report of the Town Centre Manager**

The Town Centre Manager updated Members on his report (circulated prior to the meeting) to advise that he was hoping to update the video for the Portas Pilot Bid but due to the short deadline and logistical problems with filming the original application may be retained. He further advised that he had put a significant amount of work in putting together night markets confirming that there was an objection from First Group to road closures in Meneage Street over an eight week period. He advised that as part of the negotiations on road closures he may have to reduce the number of markets from eight to four. He thanked the Town Clerk for his assistance in trying to resolve the issue and confirmed that the project was still going ahead with the Town Team very supportive of the Markets. He advised that a letter of support from Members for the events would be beneficial. The Town Centre Manager then advised that he had spent a significant amount of time at the Tresprison and Water-Ma-Trout Industrial Estates which had been enlightening. He advised that a number of the businesses had suggested that an initiative to improve the signage for the estates be supported, confirming that some of the businesses were willing to support the initiative financially.

Councillor Reynolds asked the Town Centre Manager if he would support an observer on the Board of the Helston Business Improvement Partnership. The Town Centre Manager confirmed that he did.

Councillor Mrs Swift queried the date and time of the Breakfast meeting that Members were invited to attend. The Town Centre Manager confirmed that the Breakfast meeting was being held on Tuesday 10<sup>th</sup> July at 7.30am at the Angel Hotel. He advised that the Breakfast meeting was an opportunity for the businesses to speak to Councillors in an informal environment and then invited the Mayor to speak at the first meeting. The Mayor accepted.

The Town Centre Manager advised that a Focus Group meeting was being held on 17<sup>th</sup> July 2012 to develop a brand for the town and then outlined the method of consultation.

Following a brief debate it was proposed by Councillor R J L Boase, seconded by Councillor Mrs Boase, and

RESOLVED – that the Town Council submit a letter of support for the evening market event.

The Mayor thanked the Town Centre Manager for his report.

**98. Report of the Town Clerk**

**(1) Helston Business Improvement Partnership – Board of Directors**

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

RESOLVED – that the Mayor and Councillor Mrs Swift be nominated to represent Helston Town Council on the Board of Directors for the Helston Business Improvement Partnership and Councillor Martin be appointed as an observer.

**The Mayor and Councillor Mrs Swift requested that their abstention from the vote be recorded.**

Councillor Reynolds advised that the Town Centre Management Support Group was no longer required and was dissolved with immediate effect.

## **(2) Cornwall Council Governance Review**

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

RESOLVED – that Councillor Mrs Swift attend the Enquiry Day on 17<sup>th</sup> July 2012.

**Councillor Mrs Swift requested that her abstention from the vote be recorded.**

## **(3) Interim Code of Conduct**

The Town Clerk highlighted the differences between the draft Code of Conduct and the existing Code of Conduct. Following a brief debate it was proposed by Councillor Reynolds, seconded by the Mayor, and unanimously

RESOLVED – that Helston Town Council adopt the Draft Code of Conduct with effect from 1<sup>st</sup> July 2012.

It was further proposed by Councillor Devenish, seconded by Councillor Martin, and unanimously

RESOLVED – that the Town Clerk contact the Cornwall Association of Local Councils to arrange a training evening on the Code of Conduct and neighbouring Councils be invited to attend the event.

The Town Clerk confirmed that he would amend the draft Code of Conduct so that it was specific to Helston Town Council and would circulate a hard copy to Members with a copy of the Cornwall Association of Local Councils' information.

## **(4) Cornwall Renewable Energy Show 2012**

This item was noted.

## **(5) Grant Application**

Following a brief debate it was proposed by Councillor Thomas, seconded by the Mayor, 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 £250.00 in respect of the Coronation Lake Centenary Event.

## **(6) Helston Town Plan Appraisal**

This item was noted.

**The Mayor declared an interest in the following item.**

**The Deputy Mayor took the Chair at 9.19pm.**

## **99. Schedule of Accounts for Payment**

Members queried the payee for vouchers 108 and 121 as the payee's were different to the expected supplier. Following a detailed debate it was proposed by Councillor Mrs Swift, seconded by Councillor Thomas, and

RESOLVED – that:

- a) Account Nos. 89-107, 109-120 and 122-142 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £32,037.70; and
- b) the signatories be authorised to sign Account Nos. 108 and 121 in the total sum of £5,135.20 once they were satisfied with the explanation for the alternative supplier.

(The Mayor and Councillor Williams declared an interest in Account Nos. 130 and 99 respectively.)

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

**The Mayor resumed the Chair at 9.39pm.**

**100. Attendance at Meetings**

On the proposition of the Mayor, seconded by Councillor D C Swift, it was unanimously RESOLVED – that the written report submitted by Councillor Miss Hornsby be received.

**101. Items for the next Agenda**

The Mayor requested that Members contact the Town Clerk's office no later than 9<sup>th</sup> July 2012 to place items on the following Full Council Agenda.

**102. Exclusion of the Press and Public**

On the proposition of the Mayor, seconded by Councillor Mrs Boase, 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.

**103. 3 Penrose Road**

Members received an update from Councillors Mrs Swift and Reynolds regarding the sale of 3 Penrose Road. Following the debate it was proposed by Councillor Reynolds, seconded by Councillor D C Swift and

RESOLVED – that:

- (a) 3 Penrose Road be offered for sale at auction on Wednesday 25<sup>th</sup> July 2012 at an additional entry fee of £250.00;
- (b) the contract with the current purchaser be cancelled on 10<sup>th</sup> July 2012;
- (c) the Auctioneer contact interested parties to advise them of the Auction; and
- (d) action be taken to recover any losses incurred by Helston Town Council for the failure to complete the sale by the current purchaser.

**Councillors R J L Boase and Devenish requested that their vote against the Motion be recorded.**

It had been proposed as an Amendment by Councillor Devenish, seconded by Councillor R J L Boase, that:

- (a) 3 Penrose Road be offered for sale at auction once planning permission was obtained, at an additional entry fee of £250.00;
- (b) the contract with the current purchaser be cancelled on 10<sup>th</sup> July 2012;
- (c) the Auctioneer contact interested parties to advise them of the Auction; and
- (d) action be taken to recover any losses incurred by Helston Town Council for the failure to complete the sale by the current purchaser.

The Amendment failed.

**Councillors R J L Boase and Devenish requested that their vote for the Amendment be recorded.**

On the proposition of the Mayor, seconded by Councillor Mrs Swift, it was unanimously RESOLVED – that Standing Order 1.28 be suspended to allow the meeting to continue past three hours.

It was then proposed by Councillor Reynolds, seconded by the Mayor, and RESOLVED – that:

- (a) a letter be sent to the current purchaser, through the Council’s solicitor, advising of the Council’s decision; and
- (b) a Press Release be issued.

Members agreed that Councillors Mrs Swift and Reynolds continue to represent the Council on matters relating to 3 Penrose Road.

**104. Honouring a member of the public**

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

RESOLVED – that Members of the Council would personally purchase a suitable gift for a member of the public in recognition of their service to the community.

**Meeting closed at 10.25pm**

**Confirmed**

**Town Mayor**

Town Council Meeting 21st June, 2012						
Month	June		Nett			Cheque
Voucher	Payee	Description	Amount	VAT	Total	Number
	<b>Salaries</b>					
89 - 99		Salary related expenses	14,541.59		14,541.59	110045 - 110055
	<b>Barclaycard</b>					
100	Fast.co.uk	Broadband	19.92	3.91	23.83	C/Card
101	Party Kiosk Ltd	Tablecloths	11.97	2.32	14.29	C/Card
102	Industrial Workwear Ltd	Hi-Vis Fire Warden Waistcoats	33.15	6.56	39.71	C/Card
	<b>Direct Debits</b>					
103	British Telecom	565761	20.88	4.17	25.05	D/D
104	Cornwall Council	Rates	716.00		716.00	D/D
105	O2	TCM Mobile	48.33	9.67	58.00	D/D
106	Siemens Financial Services Ltd	Fire Alarm lease	121.20	24.24	145.44	D/D
	<b>Standing Orders</b>					
107	CNX Web Solutions	Domain Name Renewal & Management	88.13	17.62	105.75	S/O
	<b>Routine Payments</b>					
108	Amberol Ltd	Hanging Baskets (TCM)	3,071.00	614.20	3,685.20	110056
109	Angove, F G	Honorarium	25.00		25.00	110057
110	Association of Town Centre Management	ATCM Summer School	425.00	85.00	510.00	110058
111	CNX Web Solutions	Website amendments	46.87	9.38	56.25	110059
112	Cooke, P J	Honorarium	25.00		25.00	110060
113	Concorde Copiers	Photocopying	34.41	6.88	41.29	110061
114	Cornwall Farmers	Replacement Fence Posts - Hellis Wartha Play Area	16.50	3.30	19.80	110062
115	Cornwall Garden Services	Installation of Bench	127.53	25.51	153.04	110063
116	Cornwall Rural Community Council	Compilation of Town Plan Questionnaire Results	1,450.62	290.12	1,740.74	110064
117	Dawson, C	Travel Expenses	49.00		49.00	110065
118	E-on	Gas - The Guildhall	324.07	16.20	340.27	110066
119	E-on	Gas - 3 Penrose Road	4.86	0.24	5.10	110067
120	E-on	Electricity - 3 Penrose Road	396.87	19.84	416.71	110068
121	Guy, Mrs P	Planting of hanging baskets (TCM)	1,450.00		1,450.00	110069
122	Helston Methodist Church	Hire of Hall for Annual Town Meeting	56.00		56.00	110070
123	Jewson Ltd	Marker Paint	26.45	5.29	31.74	110071
124	Ki Design	Town Centre Marketing Campaign	2,500.00	500.00	3,000.00	110072
125	Martin Luck Group	Stationery	308.02	61.61	369.63	110073
126	Mole, S.C.C.	Street Stall Superintendent	100.00		100.00	110074
127	Moran, J	Honorarium	25.00		25.00	110075
128	Newsquest Media Group	Advertisements	89.00	17.80	106.80	110076
129	Petty Cash	Postages etc	55.57	5.16	60.73	110077
130	Radford-Gaby, Cllr. J P	Mayor's Allowance	500.00		500.00	110078
131	Round the Clock Security Ltd	Security Services	4,162.00		4,162.00	110079
132	R Sanders	Hanging Baskets, ERDF & Footpath Maintenance	2,849.30		2,849.30	110080
133	Silver Link Publishing Ltd	Helston Railway Past & Present Book	32.95		32.95	110081
134	Steve Dingle Cleaning Ltd	Window & Bus Shelter Cleaning	120.00	24.00	144.00	110082
135	St John Ambulance	First Aid Cover on Flora Day	276.48	55.30	331.78	110083
136	The Angel Hotel	Mayor Choosing Refreshments	200.00	40.00	240.00	110084
137	The Consortium	Cleaning Materials	83.60	16.74	100.34	110085
138	The Cumbria Clock Company	Call out and repairs to Guildhall Clock	390.00	78.00	468.00	110086
139	The Sunlight Service Group Ltd	Mat hire	24.64	4.93	29.57	110087
140	W T Warren & Son	Freedom Parade Refreshments	268.00		268.00	110088
141	Upperton, P	Honorarium	25.00		25.00	110089
142	Zoar Garage Ltd	Transport for Beating the Boundaries	85.00		85.00	110090
			35,224.91	1,947.99	37,172.90	