

**MINUTES OF A MEETING OF HELSTON TOWN COUNCIL**  
**HELD IN THE GUILDHALL, HELSTON**  
**ON THURSDAY 17<sup>TH</sup> MAY 2018 AT 7.15 PM**

**Councillors:** J Martin (Town Mayor) in the Chair

R Williams  
R J L Boase  
Mrs F N E Boase  
M H Thomas

Mrs G A Geer  
Mrs N Roberts  
D J Potter

T E Grattan-Kane  
Rev D P Reed  
R F Edgcumbe

**Officers:** Mr C Dawson (Town Clerk)  
Miss P J Lavelle (Deputy Town Clerk)  
Mr M Searle (Projects Officer)

**5. Apologies**

An apology for absence was received from Councillor Kenchington.

**6. Reports from Local Cornwall Councillors**

Cornwall Councillor Martin advised that he had been honoured by the Cornwall Councillors who had congratulated him on his election as Town Mayor and thanked the Town Councillors for their support. Councillor Martin advised that he had attended two Licensing Committee meetings and had been involved in discussions regarding the introduction of the General Data Protection Regulations. Councillor Martin referred to a complaint regarding the untidy condition of land to advise that officers from Cornwall Council were contacting the property owner the following week. Cornwall Councillor Martin confirmed that Cornwall Council's Full Council meeting was taking place the following week and advised that he would endeavour to produce a written report but apologised that he would be unable to attend the Town Council meeting in June as he had a prior commitment.

Cornwall Councillor Thomas congratulated Councillor Martin on his election as Town Mayor. He then expressed his gratitude to all involved in Flora Day that made it the success it was and to Cormac for their work in patching the potholes beforehand. Councillor Thomas advised he had been assisting with a large amount of casework for his Division and had attended a number of committee meetings both as a member and as an observer. He confirmed that he had raised the issue of Helston's connectivity at an Economic Growth and Development Scrutiny meeting and hoped a meeting could be organised between the Head of Transportation and the Town Council. Councillor Thomas advised that he had attended the Civic Awards ceremony the previous week which had recognised Mrs J Harvey, Helston Poppy Appeal Co-ordinator, for her fundraising efforts within the town. Councillor Thomas informed Members that he had become a full member of the Neighbourhoods Scrutiny Committee and confirmed that there were plans to increase the recycling rate by encouraging people to take advantage of roadside collections. He advised that the Community Network Panel meeting had considered the allocation of £50,000 for road improvements and Traffic Regulation Orders and several Members were of the opinion that it would be beneficial to create a resource of passive speed monitoring signs. He confirmed that the potential use of speed watch groups to monitor roads where speeding was an issue was also mentioned at the meeting. Councillor Thomas confirmed that a speed monitoring assessment would be carried out on the Falmouth Road the following week.

Councillor Potter queried when the potholes on several roads, particularly Station Road, were going to be repaired permanently. Councillor Thomas confirmed that he was regularly chasing the progress on the potholes but had not been given a fixed date.

## **7. Public Participation**

A member of the public congratulated Councillors Martin and Grattan-Kane on their election as Mayor and Deputy Mayor respectively. He then expressed his thanks to Councillors Thomas and Martin for splitting their time between the Town Council and Cornwall Council for the benefit of Helston.

A further member of the public then expressed his congratulations to the Mayor and Deputy Mayor wishing them success during their term. He then raised concern with the number of vacant commercial properties within the town expressing the opinion that the Town Council should do something to bring people into the town.

## **8. Minutes**

On the proposition of Councillor Thomas, seconded by Councillor Grattan-Kane, it was unanimously

RESOLVED – that the Minutes of the Town Council Meeting held on 19<sup>th</sup> April 2018 be approved and signed as a true record.

## **9. Minutes of the Planning Committee**

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

RESOLVED – that the Minutes of the Planning Committee meetings held on the 19<sup>th</sup> April and 3<sup>rd</sup> May 2018, be received.

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

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

RESOLVED – that the Minutes of the Policy, Finance & Resources Committee meeting held on the 3<sup>rd</sup> May 2018, be received.

## **11. Announcements**

The Town Clerk read a letter of thanks from the Helston & District Town Twinning Association in respect of the Council's hospitality shown to the delegation from Sasso Marconi during the recent twinning visit to mark the 50<sup>th</sup> Anniversary of the twinning of the two towns.

The Mayor thanked the Town Clerk and his staff for all their work organising the Mayor Choosing Ceremony and the Twinning reception. He then reminded Members that the Royal Wedding Party was taking place on Saturday 19<sup>th</sup> May encouraging those present to attend and thanking Councillor Mrs Boase for her hard work organising the event. He also encouraged Members to attend the introduction to the Guitar Festival which was taking place that Saturday evening. The Mayor thanked Members for their support for his nomination and advised that he looked forward to working with them during his term as Mayor. He then confirmed that his Mayoral charities were The Mustard Seed and Kosel Dementia Trust.

**12. Report of the Projects Officer**

The Projects Officer updated Members on his report (circulated prior to the meeting) to advise that the Monument Walk shelter was being installed and the fabricator had confirmed that it would be completed in time for the Wedding Party. The Projects Officer further advised that there would be a Helston Heritage Trail Project Group meeting the following day and members would be considering the draft of the young persons' quiz which would be included with the leaflet. He confirmed that the Project Group was considering a potential launch of the Helston Heritage Trail on Friday 20<sup>th</sup> July.

The Mayor thanked the Projects Officer for his report.

**13. Report of the Town Clerk**

**(1) Annual Audit of Accounts for 2017/18**

The Council considered the Annual Report of Mr S Hudson, the Internal Auditor, together with supporting financial statements for submission to the External Auditor, all of which documentation having been circulated as Appendix I to the Town Clerk's Report.

It was thereupon proposed by Councillor Grattan-Kane, seconded by Councillor Williams, and unanimously

RESOLVED – that Section 1 of the Annual Governance & Accountability Return – the Annual Governance Statement, be approved and, upon completion in the affirmative in all respects, be signed by the Mayor and Town Clerk.

It was further proposed by Councillor Mrs Boase, seconded by Councillor Grattan-Kane, and unanimously

RESOLVED – that the Accounting Statements for the financial year ended 31<sup>st</sup> March 2018 as set out in the Annual Return, be approved, and duly signed on this Council's behalf by the Mayor and the Town Clerk.

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

RESOLVED – that the Council passed a vote of thanks to the Town Clerk and his staff for the way the accounts were prepared.

**(2) Helston Community Group**

The Town Clerk confirmed that the Helston Community Group had invited two Members of the Town Council to sit as Directors of the Community Interest Company (CIC). A detailed debate ensued at the conclusion of which it was proposed by Councillor Mrs Geer, seconded by Councillor Reverend Reed, and

RESOLVED – that the Town Council accept the invitation for two representatives of the Council to sit as Directors on the Helston Community Group CIC.

The Town Clerk further advised that the Helston Community Group was willing to meet with the Newton Abbot CIC Manager and the Town Clerk of Newton Abbot Town Council along with Helston Town Council but had no funding to cover travel expenses.

Following a brief debate it was proposed by Councillor Grattan-Kane, seconded by Councillor Mrs Geer, and

RESOLVED – that the Town Council agreed to pay travel expenses for the Newton Abbott CIC Manager and Town Clerk to allow them to meet with Helston Town Council and the Helston Community Group.

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

**(3) Cornwall Council Electoral Review**

This item was noted.

**(4) 'Back to the Beginning' Project**

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

RESOLVED – that the Town Council provide the Cornwall County Playing Fields Association with a letter of support to submit with their funding bid.

**14. Schedule of Accounts for Payment**

On the proposition of Councillor Grattan-Kane, seconded by Councillor Mrs Boase, it was unanimously

RESOLVED – that Account Nos. 64-138 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £38,860.87.

**15. Dates and Times of Meetings**

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

RESOLVED – that the Calendar of Meetings 2018/19 be received.

**16. Trevenen Exhibition**

It was proposed by Councillor R J L Boase, seconded by Councillor Reverend Reed, and

RESOLVED – that the Trevenen Exhibition Governors for the ensuing Municipal year continue to be all Members of the Town Council and that meetings be convened as and when necessary.

**17. Appointment of Representatives to Committees and Outside Bodies**

It was proposed by Councillor Mrs Geer, seconded by Councillor Grattan-Kane, and unanimously

RESOLVED – that:

a) Councillors R Williams, Mrs F N E Boase, M H Thomas, Mrs G A Geer, D J Potter, Rev D P Reed and R F Edgcumbe be appointed to the Amenities Committee;

b) Councillors J Martin (Town Mayor), R J L Boase, M H Thomas, Mrs G A Geer, Mrs N Roberts, Rev D P Reed and M J Kenchington be appointed to the Planning Committee;

c) Councillors J Martin (Town Mayor), R J L Boase, Mrs F N E Boase, M H Thomas, Mrs N Roberts, D J Potter, T E Grattan-Kane, R F Edgcumbe and M J Kenchington be appointed to the Policy, Finance and Resources Committee; and

d) Councillors R J L Boase, M H Thomas and Reverend Reed be appointed to the Youth Engagement Working Party.

It was further proposed by Councillor Reverend Reed, seconded by Councillor Grattan-Kane, and unanimously

RESOLVED – that representatives be appointed to Outside Bodies for the ensuing Municipal year as detailed below:-

a) **Cornwall Association of Local Councils**

Councillor J Martin (Deputy – Councillor M H Thomas)

b) **Event Marketing Group (with South Kerrier Alliance)**

Town Mayor (Councillor J Martin), Councillor Grattan-Kane and the Town Clerk

c) **Helston and South Kerrier Community Network Panel**

Councillor J Martin (Deputy – Councillor D J Potter)

d) **Helston & the Lizard Works**

Councillor M H Thomas (Deputy – Councillor Reverend Reed)

e) **Helston Christmas Lights Committee**

Councillor T E Grattan-Kane

f) **Helston Community College**

Councillors R Williams, M H Thomas, J Martin, T E Grattan-Kane and Reverend D P Reed

g) **Helston Community Group CIC**

Councillors D J Potter and M J Kenchington

h) **Helston Heritage Trail Project Group**

Councillors Mrs F N E Boase and Reverend D P Reed

i) **Helston in Bloom**

Councillors R Williams and R J L Boase

**j) Helston Welfare Trust: Nominated Trustees**

Councillor R Williams (appointed until 17<sup>th</sup> May 2022)  
Councillor Mrs G A Geer (appointed until 17<sup>th</sup> May 2022)  
Councillor Mrs F N E Boase (appointed until 17<sup>th</sup> May 2022)

**k) Loe Pool Management Forum**

Councillor R Williams

**l) The Furry Youth Café Steering Committee**

Councillor M H Thomas

**m) West Cornwall CCTV Group**

Councillor M H Thomas (Deputy – Councillor T E Grattan-Kane)

**18. Items for the next Agenda**

The Town Clerk confirmed that there would be an item on the following Agenda regarding the Proceeds of the Sale of 3 Penrose Road and requested that Members contact him at the earliest opportunity, but no later than two days before the Agenda was distributed, to place any further items on the following Full Council Agenda.

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

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

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.

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

**(1) Correspondence – Civic Protocol**

Members considered the Confidential Report of the Town Clerk (circulated prior to the meeting) that included correspondence from a member of the public. Following a brief debate it was proposed by Councillor Mrs Geer, seconded by the Mayor, and unanimously

RESOLVED – that the Mayor respond to the member of the public to confirm that the Town Clerk had Helston Town Council's full support.

**Meeting closed at 8.37pm**

**Confirmed**

**Town Mayor**