

**MINUTES OF A MEETING OF HELSTON TOWN COUNCIL**  
**HELD IN THE GUILDHALL, HELSTON**  
**ON THURSDAY 19<sup>TH</sup> MARCH 2020 AT 7.15 PM**

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

R J L Boase  
Mrs F N E Boase

M H Thomas  
T E Grattan-Kane

R F Edgcumbe  
M J Kenchington

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

**354. Prayers**

The Meeting opened with Prayers offered by the Mayor.

**355. Apologies**

Apologies for non-attendance were received from Councillors Williams, Mrs Geer, Mrs Roberts and Reverend Reed.

**356. Reports from Local Cornwall Councillors**

Cornwall Councillor Martin advised that he had been asked to confirm his availability to attend meetings, advising that meetings were still taking place but he believed Member availability had reduced by fifty percent due to the virus. He confirmed that they had been issued with strict instructions on how to behave and this was being updated every day. He advised he was unable to visit people regarding casework matters and hoped to assist by telephone or e-mail where possible.

Cornwall Councillor Thomas advised that prior to the outbreak of Covid-19 he had been involved in a number of issues and informed Members of the following actions:

- He had met with representatives of GLL and the Portfolio Holder for Customers regarding Helston Sports Centre and advised that some of the maintenance issues had been addressed and privacy screens had been installed in the changing rooms;
- Relevant Division Members had been briefed on the next stage of improvements to the B3297;
- He was involved in the Appeal against the planning decision made regarding the retention of the open space in Gwealhellis Warren;
- Councillor Grattan-Kane had accompanied him to the Community Governance Review Consultation held at Heartlands on 4<sup>th</sup> March 2020;
- He continued to support The Hive food project which was trying to find financial investment and a suitable base to produce food for vulnerable groups;
- The Cornwall Council Local Family Partnership designed to co-ordinate NHS Health Work by various groups was holding a virtual meeting on 25<sup>th</sup> March; and
- He continued to lobby to reconnect Helston to Network Rail.

Cornwall Councillor Thomas advised that since the outbreak of Covid-19 the Cornwall Council Directorate met at 8.30am each day to consider the previous day's announcements from HM Government and Cornwall Council Officers dealt with the implications on local situations. He confirmed that Members were being asked to follow national advice regarding self-isolation and essential meetings would continue until national advice changed. Cornwall Councillor Thomas confirmed that all elections had been suspended and the Community Governance Review had been paused.

The Mayor confirmed that a report had not been received from Cornwall Councillor Wallis.

Councillor R J L Boase suggested that Cornwall Council gave the free months for Council Tax in April and May instead of February and March to assist those in financial difficulty due to the virus. Cornwall Councillor Martin confirmed that he would forward the suggestion. Cornwall Councillor Thomas cautioned that it might not be possible.

### **357. Public Participation**

A member of the public advised that since he had last attended a meeting to speak to Councillors, he had been subjected to further problems with anti-social behaviour, outlining the details of the specific incidents. He requested an update on the progress with CCTV in the area and the Town Clerk outlined the current situation confirming that a formal quotation was being sought. Councillor Grattan-Kane advised that he had attended the first Police Liaison meeting that day and had raised the anti-social behaviour issues with the Police Inspector. He advised that the Police were discussing the possibility of a covert camera and the issue was logged as a priority.

### **358. Minutes**

The Town Clerk apologised that the date for 27<sup>th</sup> February 2020 meeting had been incorrectly noted on the Agenda but confirmed the correct Minutes had been attached.

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

RESOLVED – that the Minutes of the Town Council meetings held on the 20<sup>th</sup> February and 27<sup>th</sup> February 2020 be approved and signed as a true record.

**Councillor Thomas abstained from the vote as he had not been present at the 20<sup>th</sup> February 2020 meeting.**

### **359. Matters Arising from the Minutes**

Further to Min. No. 316/2019 the Town Clerk advised that he had met with a representative of SSE who had confirmed that provision of CCTV in the Sunken Garden was viable. He advised that he had authority to obtain a detailed quotation at a cost of £300 but requested a general consensus that he proceed, which was given by Members.

Further to Min. No. 320/2019 the Town Clerk confirmed that he had contacted the Mayor of Port Augusta with a letter of support as requested and read the Port of Augusta Mayor's response in which he expressed his thanks for the communication.

**360. Minutes of the Planning Committee**

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

RESOLVED – that the Minutes of the Planning Committee meetings held on the 20<sup>th</sup> February and 5<sup>th</sup> March 2020, be received.

**361. Minutes of the Policy, Finance & Resources Committee**

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

RESOLVED – that the Minutes of the Policy, Finance & Resources Committee meeting held on the 10<sup>th</sup> March 2020, be received.

**362. Announcements**

The Town Clerk advised that Mr D Potter had submitted his resignation as Councillor due to other commitments. The Town Clerk advised that he had been in touch with Cornwall Council regarding the vacancy and they were waiting for government advice, but the Council could potentially have a vacancy for the remainder of its term.

The Town Clerk expressed his congratulations to Mrs K Best who had completed the Introduction into Local Council Administration course. Members echoed the congratulations. The Town Clerk then read letters of thanks from Freeman Eddy and Freeman Dr Whittle and advised that a Special Full Council meeting was being held at 6.30pm prior to the Amenities Committee meeting to consider how the Council could operate in the current Covid-19 situation.

The Mayor advised that he had given his apologies to certain civic events and others had been cancelled. He had attended the planting of 350 trees in the grounds of Helston College and congratulated the Helston Climate Action Group for their work on the project. The Mayor then advised that volunteers were being sought to coordinate the response to the current Covid-19 situation and requested that Councillors indicated the hours they were available to assist. The Mayor and Deputy Mayor commended the Council staff for their assistance with putting things in place to support the community.

**363. Report on the Helston Climate Action Group**

There was no report on the Helston Climate Action Group.

**364. Draft Proposals to improve the B3297**

Councillor Thomas advised that the four Cornwall Council Division Members which were connected by the B3297 had lobbied for improvements to the road. He advised that they had wanted a maximum 40mph speed limit for the entire length of the road, but this had not been possible. The speed limit would continue to be reviewed and it was hoped to include it as part of Phase 2. Councillor Thomas then outlined the works proposed under Phase 1, 2 and 3, confirming that all works were subject to funding and the situation with Covid-19 could impact on that. Councillor Thomas advised that there was time for Members to make suggestions either to him or to Highway's but confirmed that the Town Council would need to submit an official response at some point. The Mayor suggested that Members submit and agree the Councils response via e-mail.

**365. Meeting with the Helston Climate Action Group**

The Mayor suggested that it would be beneficial to have an informal Full Council meeting with members of the Helston Climate Action Group to review the previous 12 months.

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

RESOLVED – that an informal Full Council meeting be held with members of the Helston Climate Action Group to review the previous 12 months.

**366. Report of the Projects Officer**

The Projects Officer updated Members on his report (circulated prior to the meeting) to advise that the Monument Walk Markets had been suspended until further notice. Councillor Thomas suggested that the public exhibition regarding the Kennels and Leats at the Museum could also be delayed.

**367. Report of the Town Clerk**

**(1) Solar Panels on Listed Buildings**

The Town Clerk advised that an encouraging letter had been received from the MP regarding Solar Panels on Listed Buildings. He confirmed that the Town Council intended to submit an application for solar panels on the Guildhall roof and confirmed that the letter appeared to encourage an appeal if the application was unsuccessful. This item was noted.

**(2) Climate Change Workshops**

The Town Clerk advised that there was uncertainty whether the workshops would proceed due to the Covid-19 Pandemic. This item was noted.

**368. Schedule of Accounts for Payment**

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

RESOLVED – that Account Nos. 728-791 inclusive as listed and set out as an Appendix to these Minutes, be certified for payment in the total sum of £34,314.64.

**369. Attendance at Meetings**

Councillor Grattan-Kane apologised that he had not submitted a report regarding the Police Liaison Group meeting and confirmed that he would circulate a report by e-mail.

The Mayor advised that he was aware that a number of groups had ceased meetings until the present Covid-19 situation was resolved.

**370. Items for the next Agenda**

Councillor Kenchington requested that, as Mr Potter would no longer be representing the Council on the Helston CIC due to his resignation and Councillor Mrs Geer had also informally indicated she wished to step back from the group, an item be placed on the following Agenda to appoint a new representative.

The Mayor requested that Members contact the Town Clerk's office to place any other items on the following Full Council Agenda.

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

On the proposition of Councillor Mrs Boase, seconded by Councillor Grattan-Kane, 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.

**372. Confidential Report of the Projects Officer**

**i) Monument Market Signs**

Members considered the Confidential Report of the Projects Officer (circulated prior to the meeting). Following a brief debate it was proposed by Councillor Grattan-Kane, seconded by Councillor R J L Boase, and

RESOLVED – that the decision be delayed to allow the Projects Officer to obtain further information.

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

Members considered the Confidential Report of the Town Clerk regarding staffing (circulated prior to the meeting). Following a detailed debate it was proposed by Councillor Grattan-Kane, seconded by the Mayor, and unanimously

RESOLVED – that:

- a) the Mayor's Secretary & Administrative Assistant post be increased to 37 hours per week from 1<sup>st</sup> April 2020;
- b) the Projects Officer post be increased to 37 hours per week from 1<sup>st</sup> June 2020; and
- c) a seasonal Grounds/ General Maintenance Operative post be created on Spinal Point 5 from 1<sup>st</sup> April to 30<sup>th</sup> September annually.

**Meeting closed at 8.59pm**

**Confirmed**

**Town Mayor**