Minutes of the extraordinary meeting of St Ives Town Council held in the Council Chamber, The Guildhall, St Ives on Thursday 15 May 2014 at 7.00pm.

PRESENT
Chairman – Councillor C C Nicholls (Town Mayor)
Vice-Chairman – Councillor T M Williams (Deputy Town Mayor)

COUNCILLORS
Andrewes T  Symons J
Glanville R  Tanner S
Lait R  Taylor L J
Laity N  Tulley R
Mitchell A

OFFICERS
Town Clerk

APOLOGIES FOR ABSENCE – were received from Councillors Armstrong, Birch, Douglass, J Tanner and M Robertson.

226. POLICE LIAISON
It was noted that the police report was not due at this meeting.

227. REPORTS FROM COMMUNITY ORGANISATIONS
None.

228. REPORTS FROM CORNWALL COUNCILLORS AND/OR THE COMMUNITY NETWORK PANEL
Written reports from Cornwall Councillors Andrewes and Mitchell were circulated.

Councillor Mitchell also gave an update on the parking order consultation at the Stennack.

Councillor Andrewes reported on the safety barriers being installed at some of the car parks and advised that planting screening was planned at a later date.

Councillor Andrewes also advised on the contributions to affordable housing that had been allocated due to three or four schemes built over the last couple of years.

229. PUBLIC SPEAKING
The Clerk reported that there had been no requests from the public to speak at the meeting.
230. **CHAIRMAN’S ANNOUNCEMENTS**

The Chairman announced an additional item included on the agenda in view of its urgent nature: town CCTV camera system.

It was also announced that the HMS Wave Commemorations would be held in the morning of 16 May and the first Freeman Ceremony in over 40 years would be held in the evening of 16 May.

231. **DECLARATIONS OF MEMBER / OFFICER INTERESTS**

None.

232. **REQUESTS FOR DISPENSATION**

None.

233. **MINUTES**

RESOLVED – that the Chairman signs as a true and correct record the Minutes of the Meeting of the Council held on 3 April 2014 and the Minutes of the Extraordinary Meeting of the Council held on 24 April 2014.

234. **TOWN CLERK’S UPDATE REPORT**

Members considered the report circulated prior to the meeting and noted its contents.

235. **DECORATIVE LIGHTS**

Further to the report circulated prior to the meeting, the Clerk reported that there were no specific requirements from the insurers, apart from the need for the town council being able to demonstrate that all reasonable steps had been taken to properly maintain the lights and their cabling. Public liability insurance would cost £53 and to insure the lights themselves would cost £220 per annum.

Regarding the handover of the lights from Cornwall Council to the town council, the Clerk had requested a meeting with relevant officers from Cornwall Council to discuss arrangements, including seeking advice on the current structural and electrical integrity, the maintenance required and legal advice on the wayleaves with properties. Cornwall Council’s Legal team were drafting an agreement and a date for a meeting had yet to be confirmed.

Councillor Tulley reported that a public meeting had been held following the council’s decision on 24 April and that there had been support for continuing the lights. A Decorative Lights Association was to be established, with the association and officers for the association yet to be formally agreed. There was a team willing to help with fund raising and a team with technical expertise, an association was expected to be formed ready for fundraising over the summer.

It was noted that there was advice available on the Health and Safety Executive website.
Councillors Andrewes / Mitchell, Glanvill, Nicholls and Tulley offered to attend the meeting with the Cornwall Council officer, when the date was confirmed.

**RESOLVED** - that the report be noted.

236. **APPROVAL OF TIMETABLE OF MEETINGS 2014/15 AND COMMITTEE REVIEW**

The Clerk presented the report setting out the review process that had been carried out, with a proposal to amalgamate two existing committees

**RESOLVED** – that the new structure be adopted (with a Facilities Committee to be created which would include the Visitor & Information Centre, Guildhall and Public Conveniences), with the cycle of meetings for the new structure to start from the first cycle after the annual council meeting.

237. **STREET WEEDING**

The Clerk reported that due to budget cuts Cormac would not be providing a street weeding service and had offered town and parish councils the option to pay for the service to be provided by them. This offer had originally been turned down and the Devolution Panel had recommended that the street weeding be carried out by town council staff.

The options to pay for set areas to be sprayed by Cormac, or to provide a reactive mechanical weeding service were considered.

**RESOLVED** – that town council staff carry out street weeding on a reactive basis.

During discussion it was noted that the street cleaning carried out over the last 12 months had been of a notably high standard.

238. **CONSULTATION ON THE DRAFT GWITHIAN TOWANS DESIGN GUIDE**

The Clerk had circulated a report setting out the consultation underway.

**RESOLVED** – that individual councillors send responses in their own capacity as town councillors.

239. **NEIGHBOURHOOD PLAN UPDATE**

The neighbourhood plan update from the Chairman of the Steering Group was circulated and noted.

It was noted that with regard to the question about whether the Neighbourhood Plan should include site allocations, some councillors considered that to be an expected element, whilst noting that it was likely to be contentious.

Councillor Lait reported that there was full support from Cornwall Council and Planning Aid
in formulating the policies.

The Clerk suggested that the Community & Environment Committee would be the appropriate committee for any more detailed neighbourhood plan discussions to be held between the Neighbourhood Plan Steering Group and Topic Groups, and the town council.

RESOLVED – that the update be noted.

240. EDWARD HAIN HOSPITAL

Councillor Tulley reported that there was nothing to report on Edward Hain Hospital.

Councillor Mitchell reported on the proposed closure of Poltair Hospital and noted that it was important to ensure that the Edward Hain Hospital continued to be a thriving service. In this regard, good communication with the Friends of Edward Hain Hospital could enable the town council to help where it could. The Mayor gave an undertaking to convey this to the Friends of the Edward Hain.

241. TOWN CCTV SYSTEM

The Clerk reported that Cornwall Council had offered to transfer the existing CCTV system to the town council. If this were done, the town council would need to enter a contract for an unmetered power supply. Implications for the council would include the need to insure the cameras for any public liability issues and the potential cost of removing the system should a way of recommencing CCTV cover not be found.

The potential benefit would be to retain the infrastructure that might enable the CCTV system to be re-launched.

The matter was discussed during which it was noted that a transfer would bring a liability to the council with no financial support and no viable way of bringing the system back into use.

RESOLVED – that the offer for the CCTV system to be transferred to the town council be declined and that the power supply infrastructure be retained if possible by Cornwall Council.

242. COMMITTEE RECOMMENDATIONS

(1) PLANNING COMMITTEE

No recommendations.

(2) RESOURCES COMMITTEE

114 – Grants

Care2 – Tea Dance with a Difference – defer for further information
St Ives Fishing Association – defer for further information
Penzance Youth AFC – recommend no grant be awarded
Friends of St Ives Skatepark – generally supportive but suggest benches might be sourced from local business closing down.

R.116 – Earmarked Reserves
Recommended that the levels of earmarked reserves as circulated at the meeting, be approved.

R.123 - Trenwith Burrows
Recommended that a clause be included in the lease in place of a licence to carry out works.

R.124 - Rent Review – Western Power / Shore Lodges
Recommended that Western Power be advised that the town council seek a rent level of double the current amount per annum.

R.126 – Letting of Ground Floor Office Space
Recommended that:

1) Berwicks be instructed to continue to seek a permanent tenant for the office space.
2) The town council let out the space on short term let basis, marketed by council staff on the principle of a pop up shop/gallery, with suggested rental figures to be circulated to Council; and Planning permission be sought for office and retail use, to encourage any potential incoming tenants.

(3) COMMUNITY & ENVIRONMENT COMMITTEE

C&E.149 – Decorative Lights
Recommended – that

1) the town council take on responsibility for the lights on the basis that they were not funded from the town council, apart from insurance costs;
2) fund raising would be essential for the continuance of the lights, if sufficient fundraising was not in place, then the lights would be removed.
3) Cornwall Council to be asked to give the town council the funding it would have utilised for the lights removal, to enable them to be removed if funds are not forthcoming. Review at the end of September. An alternative to be for Cornwall Council to agree to remove the lights if and when they ever need to be taken away.
4) Costs of risk assessment and initial structural repairs to be borne by the town council and then reimbursed from the funds raised.

Clerk’s Note: this recommendation has been superseded by the decision of the Council on 24 April 2014.

C&E. 155 – Link between the Town Council and Community Facebook page.
Recommended – that a town council Facebook page not be established at this time, to be considered again in 6 months.

C&E. 156 Update on Guildhall and implementation or revised business plan.
Recommended – that for parking enforcement, a limit of £120 for the first couple of months be agreed, then bring down to ensure annual cost limit of £1,000 for car park enforcement.

(4) DEVOLUTION PANEL

D.27 – Potential Devolution of open spaces

Recommended – that the approach to be followed at this stage was to investigate the implications and opportunities in taking on all public open spaces listed except the cemeteries.

D.31 - Island Centre

Recommended – that the town council explore the potential to take on the devolution of the Island Centre, with the current running costs to be sought from Cornwall Council.

Update at the meeting:

Regarding the recommendation at Minute R.126 (letting of ground floor office space) it was agreed to apply for planning permission for the whole of the ground floor area (for office and retail use) and to let the ground floor office space on a ‘pop up’ basis at a fee of £150 a week between May and the end of June; £200 a week in July; and £250 a week in August and September.

RESOLVED – that the committee recommendations set out above be approved and adopted, along with the fees for letting the ground floor space as set out above.

243. COMMITTEE MINUTES

Minutes of the Planning Committee

Council considered the Minutes of the meeting of the Planning Committee held on 24 April 2014.

Minutes of the Community & Environment Committee

Council considered the Minutes of the meeting of the Community & Environment Committee held on 17 April 2014.

Minutes of the Staffing Committee

None.

Minutes of the Visitor & Information Centre Committee

None.

Minutes of the Resources Committee
Council considered the Minutes of the meetings of the Resources Committee held on 1 May and 8 May 2014. An amendment was made to the 8 May minutes to record Councillor Taylor’s apologies.

Minutes of the Devolution Panel

Council considered the Minutes of the Devolution Panel held on 10 April 2014.

Health and Safety Advisory Committee

None.

Neighbourhood Plan Steering Group

Council considered the Minutes of the Neighbourhood Plan Steering Group held on 1 April and 28 April 2014.

RESOLVED – that the committee minutes, as set out above, be approved.

244. REPORT FOR INFORMATION – ACCOUNTS WRITE-OFF’S

The information report circulated with the agenda was noted.

245. REPORTS FROM COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES

None.

246. CORRESPONDENCE

The correspondence circulated with the council papers was noted.

247. SCHEDULE OF ACCOUNTS

RESOLVED – that

(1) payments made since the last meeting totalling £41,995.71 be approved; and

(2) the accounts listed totalling £3,678.19 be paid.

The Clerk presented the schedule of accounts and the following was noted:

- Cost of electricity at the Malakoff
- Varying costs of electricity at public conveniences – the Clerk advised that staff could be carry out regular checks of water and electric meters.

248. EXCLUSION OF THE PRESS AND PUBLIC
RESOLVED - that in accordance with the Public Bodies (Admissions to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), the press and public be excluded from the meeting during the consideration of the following matters on the grounds that involve the likely disclosure of exempt information as defined in Part 1 of schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

249. SECURITY / INSURANCE / MAINTENANCE OF COUNCIL PROPERTY ITEMS (Paragraph 3)

The Clerk’s report set out an option for conservation and security improvements to be carried out.

At the previous council meeting, it was reported that the insurance cover for the item identified was in the region of £3,000 – at which time it had been agreed to request that the relevant Trust fund half of this amount.

An alternative suggestion from the Trust (to insure for damage / repair up to £50,000) would cost £162.67 – this amount would be in addition to the existing cover.

With regard to maintenance, conservators had quoted £500 plus materials and travel for carrying out the necessary maintenance.

During discussion the following points were considered:

- Security and maintenance requirements
- The budgetary constraints of the town council
- Whether an alternative location elsewhere in the town would be suitable
- Whether CCTV coverage would be a solution
- Duty to keep and safeguard the town’s heritage treasures
- Whether a replica at the location would be the best way to preserve it at the site whilst safeguarding it
- Whether it should be moved to within the building on the site.
- Whether the Tate St Ives could advise on maintenance or replicas
- The original wishes of the artist

RESOLVED – that the option to move the item to within the building on the site be investigated, including the practicalities and the cost of insurance. To seek advice from the Tate and the Trust on moving it and producing a replica and for Councillor Williams to continue to liaise with the Trust to investigate whether the Hepworth Trust would be willing for the sculpture to be moved to the chapel.

250. HR SUPPORT (Paragraph 3)

Following consideration of the Clerk’s report, it was

RESOLVED – that the town council join South West Councils as an affiliate member to benefit from their HR support for the coming year.
251. **FIRE DETECTION SYSTEM FOR THE STAGE AREA** (Paragraph 3)

The Clerk presented a report setting out a fire detection system that should improve safety and ensure compliance with Fire Regulations. Following consideration, it was

**RESOLVED** – that the quote be accepted and the works be carried out as soon as possible.

Meeting closed at 8.54 pm

Chairman