

Minutes of the Meeting of St Ives Town Council held in The Guildhall, St Ives on Thursday 20 April 2017 at 7.00pm

PRESENT

Chairman – Councillor C Nicholls (Deputy Town Mayor)

COUNCILLORS

Andrewes T	Prior P
Garrod H	Tanner J
Glanville R	Tanner S
Lait R	Tulley R
Mitchell A	Williams T
Parsons A	

OFFICERS

Town Clerk

APOLOGIES FOR ABSENCE - were received from Councillors M Armstrong, C Chard, J Symons and L Taylor.

178. REPORTS FROM COMMUNITY ORGANISATIONS

None.

179. REPORTS FROM CORNWALL COUNCILLORS AND/OR THE COMMUNITY LINK OFFICER

The written reports from Cornwall Councillors Andrewes and Mitchell were considered.

Councillor Andrewes answered a question regarding the road changes proposed at Nut Lane / Griggs Quay for the summer and into the future, and another question on plans for the station stop at Lelant Saltings when the St Erth transport hub is implemented.

Councillor Mitchell answered a question on the new policy at Cornwall Council's planning committee for a local member to be able only to speak as a local member and not to vote, expressing his concern that this policy had been introduced. He also answered a question on the traffic control proposals at Penbeagle.

180. PUBLIC SPEAKING

Representative from Craze Hunkin Trust: Shirley Beck spoke of the history of the Craze Hunkin Trust, the provision of almshouses for local residents, and the requirements of the Trust as agreed with the Charity Commission. The Trustees would be approaching the council to ascertain whether the town council or a local group might take on responsibility for the Trust which had been in existence since 1981 and ran well. A number of the Trustees were looking to relinquish their involvement and new Trustees had not come forward. It was suggested that a meeting be arranged to decide on the best way forward for the Trust and the 10 residents.

The Chairman acknowledged the update and advised that the matter would be brought to the relevant committee for consideration.

St Ives Community Land Trust: Morag Robertson as Chairman of the CLT attended to give an update on their projects. £39,000 had been secured from the Government's community housing fund to support investigation work etc to support the CLT's bid to purchase the old vicarage flats in Street An Pol. The work involved preparing a bid and talking to other funding agencies, including work on the legal aspects and confirming the title. The CLT are working to secure a plan which could enable the town council to retain its use of the ground floor area previously used as ancillary rooms for the running of the concert hall. The former St John Ambulance Station building was also being considered, with a meeting with Cornwall Council next week to re-start negotiations on the potential for the CLT to take on the building, using European funding. Regarding the Community Charter, they were aiming for a community conference in the autumn.

The Chairman thanked the speakers for their attendance at the meeting.

181 CHAIRMAN'S ANNOUNCEMENTS

The Chairman noted that this was the last meeting of the current Council term and thanked all Councillors for their work during the past year, especially Councillors Armstrong and Parsons who had chosen not to stand for election.

182. DECLARATION OF MEMBER/OFFICER INTERESTS

None.

183. REQUESTS FOR DISPENSATION (approved by Council only)

None.

184. MINUTES

RESOLVED – that the Chairman signs as a true and correct record:

- the Minutes of the Meetings of the Council held on 23 February 2017
- the Minutes of the Extraordinary Meeting of the Council held on 23 March 2017; and
- the Minutes of the Extraordinary Meeting of the Council held on 30 March 2017

185. TOWN CLERK'S UPDATE REPORT

Members considered the report circulated and were pleased to note the success in securing funding for the concert hall lighting improvements, acknowledging thanks to Councillor Andrewes, the Facilities Manager and Bill Fry.

186. TOWN COUNCIL ELECTIONS MAY 2017 – LELANT AND CARBIS BAY WARD

The report set out the candidates standing for this ward, and noted that as there were sufficient seats an election was not necessary in this ward, with the four candidates to be appointed as Councillors.

RESOLVED – that the report be noted.

187. **ADOPTION OF A CO-OPTION POLICY**

In view of the two vacancies which would occur in the Lelant & Carbis Bay Ward as from the elections, the Clerk presented a draft co-option policy which would be required to set out the process to be followed for co-opting Councillors onto the two vacant seats.

During discussion, the point was made that it could be desirable in the interests of democracy for the town council to call an election in the case of a casual vacancy, whether or not 10 electors requested it. The Clerk advised that advice would need to be sought on whether this was an option legally.

RESOLVED – that the co-option policy be approved and adopted.

188. **BANKING ARRANGEMENTS**

Members noted that it had previously been agreed to close the Business Reserve Account held with Santander, with the balance to be paid by cheque payable to St Ives Town Council. Since then, Santander had advised on further requirements for the signing-off of the closure of the account.

The report also set out details of a fund transfer of £50,000 between the HSBC Business Money Manager account and the current account, to ensure sufficient cash flow, with the agreement of the Chairman and Vice-Chairman of the Finance & General Purposes Committee, in view of the exceptional circumstances.

RESOLVED – that

- 1) Councillor Joan Tanner to sign as an authorised signatory and serving town councillor;
- 2) Louise Dowe to sign as an authorised signatory and Town Clerk
- 3) Yvonne Watson to sign as an authorised signatory and former town councillor; and
- 4) Council notes that the fourth authorised signatory, former Councillor Colin Sanger, is deceased and so confirms that he cannot now act as a signatory in the matter of closing the account. Consequently, the Council is content that the above three signatories are sufficient to act in this matter.

It was further

RESOLVED – that the report on the transfer of funds be noted.

189. **CIVIC ENFORCEMENT PATROLS (Councillor Mitchell)**

Councillor Mitchell brought this item to Council in response to recent complaints at the impact of commercial vehicles parking and obstructing the highway, impacting on the free flow of traffic and blocking access to businesses.

During discussion, Councillors noted that delivery vans parked on pavements in Wharf Road obstructed the pavement to pedestrians, a problem compounded by cars and vans parked in the delivery bays. An observation was made that complaints are often also raised at over-zealous parking enforcement and so it would be helpful to hold a discussion with Cornwall Council to ensure that parking enforcement was carried out at the appropriate level for the circumstances in the local area.

RESOLVED – that Cornwall Council be notified of the town council’s concern at the lack of traffic enforcement patrols in the St Ives area and the levels of obstructive parking, with a call for a greater number of patrols in support of concerns raised by local businesses, with a request for a meeting to discuss the issue.

190. APPROVAL OF INTERVIEW PANEL FOR THE MACE BEARER APPOINTMENT

Members considered the brief report which set out the need to agree the shortlisting and interview panel for the position of Mace Bearer, currently being advertised.

RESOLVED – that the interview panel be agreed as the Town Mayor, Town Clerk and Support Services Manager.

191. COUNCILLOR TRAINING – CODE OF CONDUCT

The Clerk advised that all Councillors would benefit from attending the forthcoming Code of Conduct training as it was an area subject to continuing review and so would be of benefit to Councillors who had previously attended, in addition to those who had not, or newly elected Councillors.

RESOLVED – that the Council endorsed attendance at the Code of Conduct training, with Councillors to notify the Admin Support Officer of their preferred dates / venues in order to be booked on to the training.

192. EDWARD HAIN HOSPITAL (Standing Item)

Councillor J Tanner reported on her letter sent to the Prime Minister and the response received which had advised that the concerns set out in the letter should be sent to NHS Kernow. The sterling work of Chris Cocklin and a range of individuals and organisations in fighting for the Edward Hain Community hospital to re-open was noted.

The view was expressed that Cornwall needs more hospital provision and so there was a need to fight to retain Edward Hain Hospital, noting that Treliske Hospital had been on black alert on a frequent number of occasions recently, highlighting the need for provision across the county.

A question was raised on whether there had been a response from the Secretary of State for Health to previous correspondence which had included reference to it not being essential for all patients to be evacuated on beds when it would be expected that some would be able to leave of their own volition.

RESOLVED – that a further letter be sent to the Secretary of State for Health if necessary, seeking a response to the earlier letter, to be reported upon to Council.

193. COMMITTEE MINUTES

Members considered the Committee Minutes as reports of the following committee and panel meetings:

- (1) Planning Committee – 2 March and 30 March 2017
- (2) Community & Environment Committee – 9 March 2017
- (3) Facilities committee – 16 March 2017
- (4) Devolution Panel – 23 March 2017 (Not yet available and so not considered at this meeting)
- (5) Finance & General Purposes Committee – 6 April 2017 and 13 April 2017 (reconvened meeting of 6 April)

A question was asked regarding Minute F&GP.123 and the grant approved for May Day 2017 in the absence of a current set of accounts from the applicant. It was noted that the accounts for the previous year had been received at an earlier date and that a breakdown had been received for the costings for the coming event. The committee had awarded the grant on the basis of understanding the financial situation of the applicant organisation.

The following committee recommendations were considered:

Community & Environment Committee recommendations:

None.

Facilities Committee

F.254 – Market House, repair of guttering and fascia

In view of the confidential nature of this item, this item was considered later in the meeting as a confidential item.

F.255 – Market House, fire safety

In response to a recommendation based on the need to ensure safety, it was

RESOLVED – that Reserve funds be approved for the installation of an integrated alarm system, to a maximum of £7,000.

F.257 – Public conveniences – cleaning arrangements for the summer 2017 season

A recommendation in response to a delay in the redevelopment timetable for Porthmeor car park public conveniences and the need for the town council to retain responsibility for cleaning and maintenance for the summer was presented.

RESOLVED – that the sum of £17,500 be an authorised overspend for Porthmeor public conveniences costs in 2017/2018.

Finance & General Purposes Committee

F&GP.119 – Finance report including update on Reserves and staff costs

In response to a recommendation aimed to ensure provision for the first year review of the Neighbourhood Plan, it was

RESOLVED - that the Neighbourhood Plan staffing costs balance from 2017/2017 be carried forward as an Earmarked Reserve towards the costs of the first year review, implementation and monitoring of the Neighbourhood Plan.

The meeting was adjourned for five minutes at this point, to enable the Minutes of the 6 April meeting of the Finance & General Purposes Committee as reconvened on 13 April 2017 to be circulated and read.

The meeting was then reconvened, with the 13 April Minutes of the reconvened meeting of the Finance & General Purposes Committee considered as a report to Council.

With regard to the recommendations of the **Finance & General Purposes Committee of 13 April:**

F&GP.132 – Finance Report / Market House gutter repairs

In view of the confidential nature of this item, this item was considered later in the meeting as a confidential item.

F&GP.132 – Finance Report / Budget for Christmas 2017

RESOLVED - that funding of £1,200 from Reserves be approved to cover the costs of Christmas 2017, to correct the unintended omission of this budget line from the 2017/2018 budget.

F&GP.133 – Review of Reserves Policy and assignment of reserve and working fund

RESOLVED – that

- 1) the minor amendments to the Reserves Policy be approved;
- 2) movements in Earmarked Reserves 2016/2017 and the proposed levels of Earmarked Reserves as of 1 April 2017, as set out in the report and amended at the meeting, be approved;
- 3) the provisional figure for General Reserves as of 1 April 2017 as set out in the report, be noted and agreed; and
- 4) the adequacy of the levels of Reserves held be confirmed.

F&GP.137 – Investment Strategy

RESOLVED – that the Investment Strategy be adopted as council policy.

F&GP.139 – Code of Conduct amendment

RESOLVED – that Standing Orders be amended to incorporate the amendment as set out in the report.

F&GP.141 – Vacancy of Community Pride Officer post – consideration of options

RESOLVED – that the post of Amenities Officer (as set out in the report to committee) be approved as a full time post and at the same salary scale as the former Community Pride Officer post (estimated cost of £900 in addition to the cost of the post as set out in the report).

Having considered each of the committee recommendations individually, it was

RESOLVED – that the Minutes of the committee meetings set out above be received and that the resolutions therein be approved.

194. ITEMS FOR INFORMATION

(1) Coastal Community Fund Awards: Round 4

Councillor Mitchell was pleased to note the award of this grant and extended a vote of thanks to all involved who had put in a great deal of work to secure this funding.

195. REPORTS FROM COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES

None.

196. CORRESPONDENCE for information only

The correspondence circulated was noted.

197. SCHEDULE OF ACCOUNTS

Following consideration of the schedule of accounts, it was

RESOLVED – that

- 1) payments made since the last meeting totalling £123,024.87 be approved;
- 2) credit card payments made since the last meeting totalling £1,494.04 be approved; and
- 3) the accounts listed totalling £19,442.18 be paid.

198. 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 the public be excluded from

the meeting during the consideration of the following matters on the grounds that they 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.”

199. REPLACEMENT OF GUTTERS AND FASCIAS AT THE MARKET HOUSE (Paragraph 3)

This item was subject to the recommendation of the Facilities Committee (Minute F.254) and of the Finance & General Purposes Committee (Minute F&GP.32).

The Clerk presented the report, setting out the works recommended by officers, quotes received, the need for the works in view of safety concerns, and the items covered by the quotes (scaffolding, guttering, fascia's, road permissions, potential traffic control). It was noted that based on the potential risks involved, it was strongly advised by officers that works to repair/replace the gutters on the Market House be carried out.

During debate on this matter there was a call to delay the works in order to seek quotes for replacing the fascia's and fixings but to retain the existing gutters. It was noted that this option had been previously considered by the Facilities Committee.

There were concerns expressed at the level of costs involved. The report to Facilities Committee was circulated at the meeting to give further background information to Councillors, where it was noted that there had been full discussion on the costs also at the Facilities Committee and the Finance & General Purposes Committee.

RESOLVED – that

- 1) funds of up to £22,000 be approved to finance the works to carry out the Facilities Committees' preferred option to replace the fascia, fixings and gutter at Market House; and
- 2) to accept the recommendation of the Finance & General Purposes Committee that the repairs be funded from the Property Reserves in Earmarked Reserves (£20,000) and the remainder from General Reserves.

Councillor Glanville requested that his name be recorded as voting against the resolution.