

Minutes of the Meeting of St Ives Town Council held in The Council Chamber, The Guildhall, St Ives on Thursday 22 February at 7.00pm

PRESENT

Chairman – Councillor S Tanner  
Vice-Chairman – Councillor J Symons

COUNCILLORS

Andrewes T	Lait R
Garrod H	Mitchell A
Glanville R	Nicholls C
Griffin J	Tanner J
Harris A	Tulley R
Henry R	Williams T

OFFICERS

Town Clerk

APOLOGIES FOR ABSENCE – were received from Councillor Hughes.

151. REPORTS FROM COMMUNITY ORGANISATIONS

None.

152. REPORTS FROM CORNWALL COUNCILLORS

Written reports from the three Cornwall Council ward members had been circulated prior to the meeting and were noted.

Free parking

Councillor Tulley said he was appalled that St Ives will be the only town in the Cornwall Council area with no free parking. He said that the portfolio holder appears to have made this decision following meeting with PASTI, perhaps not realising that PASTI represents the views of some people who have reserved parking spaces. Councillor Tulley asked fellow councillors to agree that a letter should be sent to the portfolio holder asking for free parking in the evenings in St Ives car parks as is the case elsewhere in Cornwall.

Speaking to his report, Cornwall Councillor Mitchell acknowledged concerns in relation to the increase in car parking charges in St Ives, and spoke of the potential detriment to businesses in St Ives and the impact on traffic flows and parking. He advised that he had asked the portfolio holder to provide free parking outside the summer months and to consider reducing the 15% increase.

It was noted that the town council's consultation response had not included reference to the evening charges, but that, in view of the free evening parking throughout the rest of Cornwall, it was inherently unfair for evening charges to be imposed in St Ives.

RESOLVED – that a letter be sent to Cornwall Council to request free evening parking in St Ives in line with other towns in Cornwall.

Station Car Park

The already lengthy duration of works affecting the railway station car park was raised. Councillors are also worried about the impact of the closure of the bus station, and the effects on highway safety of buses parking on the bend in the road next to the Malakoff.

In response, Cornwall Councillor Robinson advised that Highways had been requested to install warning signs but that this had not been agreed to as yet. He gave an assurance that he would continue to seek this, in efforts to improve highway safety at this location.

153. **PUBLIC SPEAKING**

None.

154. **CHAIRMAN'S ANNOUNCEMENTS**

None.

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

Councillor Symons declared an interest in Minute 163, the Community and Environment Minute C&E.64 (Mayoral Robes) as a relative of the seamstress who had carried out the work, and withdrew from the meeting during consideration of this item.

156. **REQUESTS FOR DISPENSATION**

None.

157. **MINUTES**

Following consideration of the Minutes tabled at the meeting, it was

**RESOLVED** – that the Chairman signs as a true and correct record the Minutes of the Meetings of the Council held on 18 January 2018.

158. **TOWN CLERK'S UPDATE REPORT**

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

159. **UNA, ST IVES, LELANT PLANNING DECISION**

Concern was expressed that appeared to be no option for the Secretary of State to call the proposal in. Councillors noted that there is an extant permission on the site and that a significant number of people had objected to the scheme. The Clerk explained that, although she had not sought expert, external advice on the matter, calling in the scheme is unlikely to happen and that objectors may wish to challenge the decision through a judicial review or through a complaint to the local government ombudsman.

Councillors' attention was drawn to a letter from RAIID (a local resident's pressure group on planning matters) setting out its efforts to challenge the decision. The group is seeking a revocation of the decision and asking for a letter of support from the town council.

The view was expressed that the only challenge that is likely to succeed is one that identifies a flaw in the procedure, a key consideration being whether a committee could have arrived at any other decision. It was said that there is the potential to ask Cornwall Council to review its procedures for

applications of this size, but that it would not be backdated to include this application. It was noted that an application of this size, and the many objections that it had attracted, would appear to have merited committee consideration.

**RESOLVED** – that

- 1) the town council should submit details of the its objections to the Secretary of State, making clear
  - i. a history of the handling of the application
  - ii. disappointment that it did not go to the Cornwall Council planning committee
  - iii. requesting that the application be revoked
- 2) the town council recommends to Cornwall Council that it should review its procedures on major planning applications.

160. **PEDESTRIAN SIGNAGE SCHEME**

Further to the 29 June 2017 decision of the council to work as a joint sponsor with St Ives BID on the pedestrian signage project, the committee considered an update on the proposed signage. It also debated a request from BID that the council should assume responsibility for the signs in the long-term if BID's licence is not renewed.

It was moved that the recommendations that appeared in the report should be adopted, and that the process be delegated to the Clerk in consultation with the Town Mayor and Chairman of the Finance and General Purposes Committee. It was felt that doing so would mean that the project could be completed without unnecessary delay. It was noted that BID had consulted on the scheme with the council and that many of its recommendations and suggestions had been included in the scheme.

**RESOLVED** – that

- 1) provisional approval be given to the terms of the Highways Licence, pending confirmation that the contract terms protect the interests of the town council;
- 2) a decision on the contract terms between St Ives BID and the town council be delegated to the Town Clerk in consultation with the Mayor and the Chairman of the Finance and General Purposes Committee; and
- 3) the principle that the town council will accept ownership and responsibility for the signage should BID cease as an organisation, be approved.

161. **APPOINTMENT OF OUTSIDE REPRESENTATIVE – ST IVES BID**

It was reported that Councillor Mitchell had stepped down from his position as the town council's representative on St Ives BID and so there was a vacancy in this role.

**RESOLVED** – that Councillor Nicholls be appointed as the town council representative on St Ives BID for the remainder of the council year.

162. **EDWARD HAIN HOSPITAL**

Councillor J Tanner reported on a meeting held earlier in the day, looking at the way forward for the Edward Hain hospital. Councillor tanner reported that it had been a positive and productive meeting and a press statement will be made in the near future.

RESOLVED – that the report be noted.

163. **COMMITTEE REPORTS**

To receive and consider the **Committee Minutes** as reports of the following committee meetings:

- 1) Planning Committee – 4 January and 1 February 2018
- 2) Community & Environment Committee – 25 January 2018
- 3) Facilities Committee – 18 January 2018
- 4) Finance & General Purposes Committee – 8 February 2018
- 5) Committee Recommendations – set out in the Committee Minutes and in the Schedule attached

**The following amendments to Minutes were agreed**

Facilities Committee – 18 January

Minute F.60 – amend to reflect that Councillors Williams and Nicholls left the meeting (Councillor Tulley remained)

Community & Environment Committee – 25 January

Minute C&E.64 (Interests) – amend to reflect that Councillor Symons declared an Interest in Minute C&E.77 relating to the repair of the Mayoral Robes, as a relation of the seamstress who had carried out the work

Minute C&E.66 (Street weeding options) – amend to show that the committee has delegated that the process to identify a provider is delegated to the Facilities Manager, who will liaise with St Ives BID in relation to the areas that they will be covering.

Finance & General Purposes Committee – 8 February

Minute F&GP.91 (CCTV maintenance & monitoring) – amend to make reference to the contract for the purchase and installation of the CCTV system which had been referred to council for decision and subsequently approved.

RESOLVED – that the Minutes of the committee meetings set out above be received.

**The following decisions were made, in response to recommendations from committees:**

Facilities Committee:

F.57 – RESOLVED – that the Facilities Maintenance Officer post is made full-time from 1 April 2018 noting that there had been budget provision made through savings that will be made to the repair & maintenance budget.

F.62 – RESOLVED – that the legal agreement for the provision of library services and an information service be approved, subject to:

- a) The 25-year term being written into the options agreement and service agreement if needed;
- b) Equitable termination options to be included in the agreement, in favour of the council; and
- c) A more specific reference be made to the IT and technical support, particularly with regard to response times.

Community & Environment Committee

C&E.66 – Street Weeding Options – RESOLVED – that the street weeding contract be awarded on the basis of a quote seeking process to identify a weed-killer based solution involved 3 to 4 applications per annum, to be delivered within budget and the delivery system to be decided by tender.

C&E.69 – St Ives Cinema – RESOLVED – that the chairman of the committee and the Youth Council write supportive letters encouraging the renovation of the St Ives Cinema at the earliest opportunity.

C&E.77 – Mayoral Robes – RESOLVED – that:

- 1) Paragraphs 17.1 and 17.3 of Financial Regulations be suspended, as permitted by paragraph 25.2 of Standing Orders;
- 2) that the seamstress who had carried out the repairs on the Mayoral Robes be made an *ex gratia* payment of £250, noting the council's appreciation of their swift and skilful repair; and
- 3) that Financial Regulations be reinstated in full.

[Note that this item was considered in confidential session after a vote to exclude the press and public, and that Councillor Symons left the meeting for its duration].

Planning Committee

P.106 – Neighbourhood Plan Review – RESOLVED – that Lucy Davis be requested to carry out this work on a temporary, freelance consultancy basis to carry out the review and recommended that the Reserve Budget allocation be utilised to cover this cost. Lucy Davis is to be asked to write to council stating what services she would provide within the allocated budget.

Finance & General Purposes Committee

F&GP.83 – Review of Earmarked Reserves – RESOLVED – that the movements in year and the levels of earmarked reserves be approved as set out in the report (with the exception of the Property Earmarked Reserve, which was agreed to be deleted), with a decision on the policy for use column to be reserved for consideration at the next scheduled meeting of the Council.

F&GP.84 – Review of Standing Orders and Financial Regulations – RESOLVED – that the necessary amendments to Standing Orders and Financial Regulations, as set out in the report to committee, be approved and adopted

F&GP.96 – Salary Reviews – RESOLVED – that the Town Clerk be instructed to carry out a job evaluation review of the post of Admin Support Officer and to present a report to Council on a recommended payscale for this post.

164. REPORTS FOR INFORMATION

Council received a brief report on an investigation into the conduct of a councillor which had found him to have acted within the Code of Conduct.

RESOLVED – to note the information report on a recent code of conduct complaint.

165. REPORTS FROM COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES

A report from Councillor Hughes on a meeting with Police Inspector Nicholas Clarke in relation to policing in West Cornwall was noted with thanks.

166. CORRESPONDENCE

None.

167. SCHEDULE OF ACCOUNTS

After considering the report circulated prior to the meeting, it was

RESOLVED – that

- 1) payments made since the last meeting totalling £105,722.95 be approved;
- 2) credit card payments made since the last meeting totalling £3,686.74 be approved; and
- 3) the accounts listed totalling £20,249.69 be paid.

168. 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.”

169. STAFFING MATTERS

A report for information had been circulated prior to the meeting, setting out the work to date of the Staff Structure Review Group.

RESOLVED – that the report be noted.

170. WRITE OFF OF BAD DEBTS

Councillor Mitchell declared an interest as a friend of the owner of the Penny Press machine and left the meeting for this item.

RESOLVED – that the bad debts, as set out in the report, be written off.

171. POTENTIAL PURCHASE OF ALLOTMENT SITE

Council heard that the original intention had been to seek approval for an offer to be made to the landowner of the allotment site, seeking to purchase the land and secure the allotment site. Since this matter had been considered by the Finance and General Purposes Committee, the situation had changed and so councillors considered an option to renew the lease for a long-term rather than to purchase the site.

It was noted that the purchase of the land still represented a good economic investment for the council and gave a more secure tenure for the allotmenters.

RESOLVED – that the council continues to negotiate to purchase the site by making an offer of up to £10,000 greater than the higher limit previously agreed by the Finance & General Purposes Committee (as set out in the report)

172. JOB EVALUATION OF POST

Council received a report asking that it approve the re-evaluation of the remuneration given to the Admin Support Manager, or delegate that action to the Finance and General Purposes Committee.

RESOLVED – that the decision on the re-evaluation of the Admin Support Officer role be delegated to the Finance and General Purposes Committee.

173. CCTV

Council received a detailed report on the cost of the maintenance of the CCTV system and an apparent discrepancy of £847 per annum between the original quotation and the subsequent invoice. Councillors were recommended to sign up to a proposed 7-year maintenance and monitoring contract with the Cornwall Fire and Rescue Service, and decide whether to sign up to the Option A (parts included) or Option B (parts not included) maintenance agreement

It was noted that, because the system would not be installed for April 1, there would be a saving on the budgeted sum set aside for CCTV in 2018/9. It was proposed, however, that Cornwall Fire and Rescue Service should be held to its original agreement and that the Finance and General Purposes Committee should be authorised to decide on the matter. Another councillor suggested that the CRFS should be asked to explain the discrepancy, while a suggestion that the unmetered supply should be challenged received support.

Within the officer's report there was a request for direction on whether the town council would agree to cover the legal costs of property owners in relation to the need to secure wayleaves/permission for the siting of cameras and equipment. No decision was made on this point.

RESOLVED – that

- 1) the matter be referred back to the Finance and General Purposes Committee, which should invite a representative from the CFRS to attend and explain the discrepancy; and
- 2) that the Finance and General Purposes Committee should make the final decision on the maintenance contract.

Meeting closed at 9.16 pm

Chairman