

MINUTES OF THE MEETING OF ST IVES TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, GUILDHALL, ST IVES ON THURSDAY 13 DECEMBER 2018 AT 7.00 PM

PRESENT

Chairman – Councillor S Tanner (Town Mayor)

Vice-Chairman – Councillor J Symons (Deputy Town Mayor)

COUNCILLORS

Andrewes T

Kilmurry-Arthur K

Nicholls C

Garrod H

Lait R

Tanner J

Glanville R

Mitchell A

Tulley R

Henry R

Messenger K

Williams T

OFFICERS

Town Clerk

Facilities Manager

APOLOGIES FOR ABSENCE – were received from Councillors A Harris and J Griffin.

100. REPORTS FROM COMMUNITY ORGANISATIONS

Councillor Williams reported that members of the Youth Council had made decorations for the Christmas tree outside the Guildhall. Members were pleased with the result and agreed that the Mayor send a letter of thanks to the Youth Council.

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

Members considered the written reports circulated by Cornwall Councillors Taylor and Mitchell. In response to questions, confirmation was given that Cornwall Council had agreed one day of free parking for each town across the county.

Further, Councillor Taylor advised that she had worked with the planning officer with regard to a current planning application at Little Hendra and did not consider that it was necessary for that application to be brought to committee. The Planning Committee chairman confirmed that the town council had reiterated its request for the application to be brought to the West Sub Area Committee for decision.

102. PUBLIC SPEAKING

None

103. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Councillor Kilmurry-Arthur to her first meeting of the Council.

104. DECLARATIONS OF MEMBER/OFFICER INTERESTS

None.

105. REQUESTS FOR DISPENSATION

None.

106. MINUTES

An amendment was made to Minute 98 (Contract arrangements for staff in the new library and information service), for the contract type referred to in the resolution to be ‘minimum hours’ contracts rather than ‘fixed hours’.

RESOLVED – that the Chairman signs as a true and correct record the amended Minutes of the Meeting of the Council held on 29 November 2018.

107. TOWN CLERK’S UPDATE REPORT

Members considered the update report circulated with the agenda papers. The Clerk explained that delay on progress for the Craze Hunkin Trust was due to the prioritisation of work on the devolution of the library, and a long-term staff vacancy which was affecting the volume of work which could be carried out.

With regard to Minute 51 (meeting with health service representatives about the future of the Edward Hain Community Hospital), Councillor J Tanner asked that arrangements for the meeting be postponed until after January 2019 in view of current discussions underway with the League of Friends.

RESOLVED – that the report be noted.

108. SELECTION OF DESIGN CONTRACTOR FOR LIBRARY REFURBISHMENT

As part of the planned integration of the visitor information service into the library building, five design and build companies had been invited to give presentations to the council on their experience and expertise, to help inform a decision on awarding the contract to refurbish part of the ground floor of the St Ives public library. Two companies had responded and had attended a meeting with Councillors, staff from the VIC and Library, and members of the Friends of St Ives Library, to set out what their respective companies could deliver.

Councillor Andrewes gave an update on the informal meeting held earlier in the week, advising that the companies who had given presentations had been very different in their approach and the design concepts given. A straw poll at the meeting had shown a preference for RRW shopfitters, working with Quay Studios.

Councillors debated the options available and noted that RRW Shopfitters were considered more approachable, had responded well to the aspirations for the library, recognising the importance of the building, its location and history. Their previous work had been high quality and their professionalism, enthusiasm and varied portfolio of works had inspired confidence.

Councillor Nicholls expressed disappointment that local, St Ives, designers and tradesmen had not been approached to bid for the works. It was noted however that the two companies who had responded were based in Falmouth and Redruth. The Clerk advised that she had sought quotes from companies advertising as shopfitters and designers and that officers could be guided by Councillors’ local knowledge in future, had there been St Ives companies that should have been approached.

RESOLVED – that RRW Shopfitters be appointed as the design and build company to deliver the Council’s brief for the relocation of the visitor information service into the St

Ives public library.

Councillor Glanville requested that it be recorded that he voted against the resolution.

109. **PERMISSION TO SEEK PLANNING PERMISSION FOR SOLAR ARRAY**

Council had previously recorded its intention to place solar panels on the Concert Hall roof. The Facilities Manager reported on steps that he and the Chairman of the Facilities Committee had taken to explore the opportunities and likely costs, through discussions with experts.

It was noted that the Guildhall's location in the St Ives Conservation Area and its visibility from at least one highway meant that planning permission would be required before installation of a solar array. Members considered background information and the opportunities available, following which it was

**RESOLVED** – that the Council

- 1) endorses the Facilities Committee's wish to explore the costs and benefits of placing a solar array on the Concert Hall roof;
- 2) agrees to pay approximately £100 towards the cost of an application for planning permission for the array;
- 3) directs officers to continue to work with CEP and other partners on the feasibility of the project; and
- 4) assuming the cost and benefits are recognised by the Facilities Committee, receives further reports and a proposal in due course.

(Councillor Mitchell had left the meeting for the duration of this item)

110. **BOILER REPLACEMENT**

The Facilities Committee had asked the Facilities Manager to report on options for the replacement of the Guildhall boiler. It was noted that the boiler was currently functioning but was aged and unlikely to be repairable when it next breaks down. Replacing the boiler was expected to cost in the region of £20,000 to £30,000.

The report set out the proposed process for procuring a replacement boiler.

**RESOLVED** – that the Council authorises the Facilities Manager to procure a replacement gas powered boiler, paid for from the Dilapidations (Earmarked Reserve) Fund; and, when he deems it necessary, to refer any matters relating to its purchase to the Facilities Committee.

111. **MAYORAL DINNER ARRANGEMENTS**

The Clerk's report reflected on the 2018 Mayoral Dinner, the first to be held at the Guildhall since the town council had taken over the running of the building and sought Members' views on how to determine the venue and format of the Mayoral Dinner in future years.

During debate, Members welcomed the initiative to trial this in 2018. It was noted that some of the expected benefits had not been realised (its costs were comparable to the hiring of a

hotel and there had not been a greater chance to mingle and socialise). The Mayor, a number of Councillors, and staff had worked to use the opportunity to showcase the Guildhall as a function venue. There had been good feedback after the 2018 Dinner, many expressing surprise that the concert hall could look as good as it was when dressed for the event.

RESOLVED – that for future Mayoral Dinners, the Mayor Designate would determine the venue, to be informed by costed quotes and options to be provided by officers.

112. CHRISTMAS AND NEW YEAR OPENING TIMES

The Clerk presented the report which set out the proposed opening and closing times for the Christmas and New Year period for the council offices, visitor information service and the library.

RESOLVED – that

- 1) the office, library and visitor information service opening times over Christmas the New Year be approved; and
- 2) in future years, office and service opening hours over the Christmas and New Year period be delegated to the Town Clerk in consultation with the service managers.

113. COMMITTEE REPORTS

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

- (1) Planning Committee – 8 November and 6 December 2018
- (2) Community & Environment Committee – 25 October 2018
- (3) Facilities Committee – 1 November and reconvened on 15 November 2018
- (4) Finance & General Purposes Committee – 29 November 2018

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

With regard to the committee recommendations:

Community & Environment Committee 25 October 2018

C&E.36 – Enforcement in St Ives. RESOLVED – that this council requests Cornwall council to create a Public Space Protection Order for town centre streets and Wharf Road in St Ives; and requests Cornwall Council to advise on the cost of a Cornwall Council-employed Enforcement Officer for the St Ives Parish.

C&E.48 – Budget setting – considered as part of the overall budget setting report.

C&E.49 – Using live reindeer. RESOLVED – that the town council bans the use of any animals at live events on council-owned property and that this is incorporated into the town council's Animal Charter.

Facilities Committee 1 November and reconvened on 15 November 2018

F.33 – Step-free access to the first floor of the Guildhall. RESOLVED – that

- (1) the Facilities Manager seeks alternative sources of part-funding for step-free access to the first floor of the Guildhall after the appointment of the Support Services Manager; and
- (2) the funds previously identified for part-funding the lift be placed in earmarked reserves, pending the above.

F.40 – Budget setting – considered as part of the overall budget setting report.

Finance & General Purposes Committee 29 November 2018

F&GP.131 – Budget setting – considered as part of the overall budget setting report.

Finance & General Purposes Committee 13 December 2018

F&GP.143 – Budget setting – RESOLVED – that the 2019/2020 budget be approved and adopted, based on the draft budget as amended at the committee meeting on 13 December.

F&GP.144 – Precept setting 2019/2020 – RESOLVED – that the precept for the 2019/2020 financial year be set at £568,230.

114. REPORTS FROM COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES

Councillor Messenger reported on the recent meeting of the Police Liaison Group and noted that there were plans to recruit an officer to focus on agricultural policing.

RESOLVED – that the update be noted.

115. SCHEDULE OF ACCOUNTS

RESOLVED – that

- 1) payments made since the last meeting totalling £269,240.62 be approved;
- 2) credit card payments made since last meeting totalling £2,738.24 be approved; and
- 3) the accounts listed totalling £29,246.85 be paid.

Councillors Garrod and J Tanner left the meeting at this point.

116. 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 matter on the grounds that it involves 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.

117. LIBRARY AND INFORMATION SERVICE – STAFF CONTRACT TERMS  
(Paragraphs 1, 2 & 3)

Members considered the report circulated prior to the meeting. Key considerations during the discussion on this topic were the wish for the council to be a good and fair employer and to move away from the use of zero-hour contracts.

RESOLVED – that

- 1) the council agrees that no new staff will be appointed on a zero-hours contract basis; that VIC staff currently working on such a contract will be given the option to move to fixed-hour, minimum hour or flexible-hours contracts; and that officers will return with a paper on the other, existing, members of staff working on zero-hour contracts in due course; and
- 2) the appointments panels for the Library and Information Service Manager and Deputy Manager posts be advised that if a job share request is made, it will be not considered for the Manager role and may be considered for the Deputy Manager role.

Meeting closed at 8.51 pm

Chairman