

MINUTES OF THE MEETING OF ST IVES TOWN COUNCIL HELD IN THE GUILDHALL,
ST IVES ON THURSDAY 21 FEBRUARY 2019 AT 7.00 PM

PRESENT

Chairman – Councillor J Symons (Deputy Town Mayor)

COUNCILLORS

Andrewes T
Arthur K
Glanville R
Griffin J

Harris A
Henry R
Lait R
Messenger K

Mitchell A
Nicholls C
Tanner J
Tulley R
Williams T

OFFICERS

Town Clerk
Facilities Manager,
Support Services Manager

APOLOGIES FOR ABSENCE – were received from Councillor S Tanner.

129. REPORTS FROM COMMUNITY ORGANISATIONS

None.

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

Members received a written report from Councillor Taylor. The report outlined the Councillor's involvement in the need for public consultation for the new rail timetable for the St Erth multi modal hub and Saltings station. It also confirmed the contact for the new owners of Hayle Quay. There was a concern that the new owner had removed the dog/waste bins and parking meters. Councillor Taylor was also continuing to work with the post office on the provision of a new mobile post office service. An announcement was due shortly.

Councillor Harris commented that the proposed GWR consultation on the rail timetable was long overdue. The removal of bins and meters at Hayle Quay was a matter of concern and he was seeking a meeting with the new owners to impress upon them their responsibilities.

He also commented that, although Lelant Quay was no longer owned by the Harbour Board, they still had responsibility for moorings and a number of wrecks which required clearing. Another key issue was a new public footpath. A request was made to Cornwall Council for a right of right of way in 2010 but not yet progressed. Only recently have Cornwall Council confirmed that it will expedite this.

Councillor Mitchell gave a verbal report to the meeting. He was currently involved in Cornwall Council's budget setting process with a final decision on Tuesday and a proposal to increase Council Tax by 3.99%. He had been working with Highway officers to introduce controls at Penbeagle in time for the Summer period. There were concerns expressed from occupants of the Penbeagle Industrial Estate who felt that this would shunt traffic further up the hill and affect their regular deliveries. As a portfolio holder, he had also been involved in

work for a new strategic housing development in Hayle which would be an opportunity to deliver homes and jobs. The lifting of a borrowing limit for the housing (HRA) revenue account could create a challenging delivery programme of new social housing by Cornwall Housing. Cornwall Council had also reached the final shortlist of 5 of councils being considered for the award of Council of the year.

131. PUBLIC SPEAKING

None.

132. CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised that the Clerk would be presenting a verbal report on an urgent item which had arisen regarding the need to appoint a staffing panel

133. DECLARATION OF MEMBER/OFFICER INTERESTS

Councillors Williams and Andrews declared an interest in Minute 145 (proposed scale of charges) because of their involvement in a group renting the Council Chamber and in the farmers market, respectively. Councillor Nicholls declared an interest in Minute 137 (Town Council voting position for the ballot on the second term of St Ives BID), due to his role as Council representative on BID. Councillors withdrew from the meeting during consideration of the relevant items.

The Town Clerk and Facilities Manager each declared an interest in Minute 151 as affected staff and withdrew from the meeting during its consideration.

134. REQUESTS FOR DISPENSATION

None.

135. MINUTES

It was noted by Councillor Williams that the minutes of the previous Council meeting should be amended as it was erroneously recorded that Councillor Henry was present for the duration of the meeting.

RESOLVED – that the Chairman signs as a true and correct record the Minutes of the extraordinary Meeting of the Council held on 17 January 2019, subject to the agreed amendment.

136. TOWN CLERK'S UPDATE REPORT

It was noted that Councillor Tanner was to attend a meeting arranged for next month regarding the future of Edward Hain Hospital. More information would be available after that date.

In response to a request for an update on the boiler replacement, the Facilities Manager advised that he had written to 8 companies and received only 1 tender. He had then sought quotes from a further 2. He has subsequently written to the chairman of the Facilities Committee because the most efficient solution proposed, which allows for differential controls across the building, is £3,000 above budget. He is awaiting a response. Sufficient funds are held in the Guildhall Dilapidation Fund. Although the proposal has been under

discussion for some time, the Council decision to replace the boiler was only made in December. The Clerk advised that the purchase was likely to be made after the 1st of April to defray the costs associated with the Guildhall and help protect the Council's position regarding its ability to reclaim VAT. She explained that this was necessary because the Council will have already claimed the maximum eligible amount of VAT in this financial year because of the purchase of the solar array, which cannot be deferred. The Clerk confirmed that VAT would be applied to the purchase.

In response to a query about Minute 49, the Clerk confirmed that she would convene a meeting to discuss the cash machine.

RESOLVED – that the Council accept the report

137. TOWN COUNCIL VOTING POSITION FOR THE BALLOT ON THE SECOND TERM OF St IVES BID

Councillor Nicholls declared an interest in this item.

The Council debated the work of the BID in the town. Prior to its meeting, the Council had received a copy of the business plan for BID2 and heard a presentation from the BID manager. He had confirmed that as a levy payer and the owner of 6 premises, the Council would have 6 votes to cast in the ballot seeking to extend the BID for a second term. Many Councillors commented that the BID had made a positive impact in the town. It had taken the lead on a number of issues and events, for example its involvement in Christmas activities.

It was noted that the Council had abstained in the previous ballot but that this was not the right approach this time. It was considered that the business plan was good and was more bottom up with practical ideas and there had been a genuine listening exercise. Benches on the seafront and recycling bins would be important future priorities.

Several Councillors were concerned that some local businesses felt excluded from decision making, because the threshold for paying the BID levy had been raised. Feedback from some local businesses suggested that they felt there had been a benefit from having the BID in place. The festive lights and CCTV were BID initiatives which the Council had not necessarily supported from the outset, although had signed up to them in response to calls from the community.

Councillors welcomed the BID's expression of partnership and agreed that the Council's votes would all be allocated in line with the Council's resolution.

RESOLVED – that the Council support the BID and allocate its votes in favour of a second term of the BID

138. FUNDING PROPOSAL FROM ST IVES BID

Councillors debated the BID's proposal and a range of views were expressed. Some Councillors felt that the proposal should be supported in a spirit of partnership and that it was a sensible suggestion. Others felt that the proposal should be agreed in principle and moved back to the relevant committee for further discussion with the Facilities Manager and the detail could be worked out, once the outcome of the ballot was known.

Some Councillors expressed the following concerns about the proposal:

- The Council had taken additional investment in the toilets very responsibly and should continue to prioritise this investment
- Off-set funding should be avoided.
- The BID was time limited and there was a possibility that they could walk away from the CCTV system at a later date.
- The Council should continue to determine how its own funds are spent.
- The Facilities Manager and the staff had worked hard to bring the toilets up to a good standard and there was a need to show support and confidence in the work the staff were doing.

During the debate Councillors discussed alternative proposals including that the matter was referred back to the Facilities Committee but this was not passed.

RESOLVED – that the Council decline the BID’s proposal for consideration for future funding arrangements.

ST IVES BID: EXTRAORDINARY GENERAL MEETING – ELECTION OF DIRECTORS

139.

The Clerk referred to correspondence in the agenda pack under Minute 147 from the St Ives BID. The letter notifies the Council of the BID’s EGM and seeks Council nominees to the BID board of directors. The Clerk had been working on the basis of previous guidance that the Council was not permitted to nominate representatives onto the board. It has since been confirmed that the Council can nominate directors under two categories. Class B as levy payers or D for public bodies and local councils. The Council was therefore asked to decide whether it now wished to nominate a Councillor to sit on the BID board.

The Council did not have directors on the board but did have representatives who acted as a liaison link and attended meetings. The previous appointees, Councillor Mitchell and Nicholls felt this had worked well.

Whilst it was observed that this was a further opportunity to work in partnership with the BID and gave the Council a voice, there were concerns about how conflicts of interest would be managed and any perceptions from the public about undue influence.

The Clerk advised that either option was above board. However, if the Member was a director on the board they needed to be aware that that greater involvement in the BID could mean having less involvement in relevant decisions made by the Town Council and the controlling mind principle would need to be applied.

RESOLVED – that the Council declines to nominate a representative to sit on the BID board but continues to appoint representatives to work with the BID as an outside body.

140. APPOINTMENT OF REPRESENTATIVES AND FAIR TRADE STATEMENT

RESOLVED – that the Council

- i) nominate Councillor Griffin to sit on the Local Plan steering group and Fair Trade St Ives and
- ii) the statement of support for Fair Trade St Ives is adopted.

141. RECRUITMENT OF MACE BEARER

RESOLVED – that the recruitment process set out in paragraph 2.1 of the report be implemented with immediate effect.

142. ELECTION OF TOWN MAYOR 2019/2020

Nominations had been invited for the election of the Mayor and two nominations had been received. It was requested that a secret ballot be held and following a vote by secret ballot it was

143. RESOLVED - that Councillor Joan Symons be appointed as Mayor-Elect for the 2019-20 Council Year.

144. DATE OF ANNUAL MEETING OF ELECTORS

The Town Clerk noted that it was important to agree a date for the meeting as early as possible to enable preparations. The working group have recommended that the meeting be held on Monday 29th April in the Library.

RESOLVED – That the 2019 annual meeting of electors be held at 6.00pm on Monday 29 April 2019 to be held in the Council Chamber and in 2020 the meeting to be held on Monday 27 April.

145. URGENT ITEM – PROPOSED APPOINTMENT OF A STAFFING PANEL

The Town Clerk introduced a verbal report on a proposal to appoint a staffing panel. She explained that the item was urgent as she had only just received verbal advice on a specific matter from CALC (Cornwall Association of Local Councils) that afternoon. In the longer term there was a need to review the scheme of delegation in order to have a structure able to address staffing matters in situations where the Clerk did not have sufficient delegation. It was considered that the full Finance & General Purposes Committee would be too unwieldy.

It was proposed that the Council appoint a staffing panel and grant the Clerk delegated authority, in consultation with the panel, to make individual staffing decisions.

Councillor Glanville proposed that the panel be comprised of the Mayor, together with the Chairmen of the Finance & General Purposes and Facilities Committees.

RESOLVED – that the Mayor, together with the Chairmen of the Finance & General Purposes and Facilities Committees be appointed onto a newly convened staffing panel.

COMMITTEE REPORTS

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

- 1) Planning Committee – 3 January 2019 and 31 January 2019

- 2) Community & Environment Committee – 10 January 2019
- 3) Facilities Committee – 17 January 2019 and 24 January (reconvened)
- 4) Finance & General Purposes Committee – 7 February 2019

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

Recommendations from Committees were considered:

Finance & General Purposes Committee - 7 February 2019

F&GP 145. Was deferred to be considered later in the meeting as a confidential item

F&GP.158 Scale of Charges

Councillors Andrewes and Williams declared an interest and left the room.

Councillor Tulley requested that uniformity of charges be introduced for letting the Council chamber, committee room and Greta Williams room. He proposed that the charge for each should be £10 per hour with a supplementary charge of £20 after 5 pm to cover caretaking charges.

Hirers of the Council Chamber and the Committee Room to be made aware that they might be required to change rooms at short notice, depending upon the operational requirements of the Town Council.

RESOLVED – to approve the scale of charges as proposed, incorporating the amendment set out above.

Facilities Committee - 17 January 2019 and 24 January (reconvened)

F.57 Island Centre Windows

The Facilities Manager provided a verbal update that only 1 quote had been received and this was £1,500 more than the available funds from identified Facilities budgets. The Facilities Committee had recommended to Council that the additional amount to repair the windows over and above that held, be funded from Reserves

Members debated that cost of repairing the existing wooden windows compared with a potential saving to be made through installing plastic / UPVC windows. Concern was expressed about the relative life cycle costs and the need to protect a historic building.

RESOLVED – that the additional cost of £1,500 to repair the windows be funded from Reserves.

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

146. **REPORTS FROM COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES**

None

147. CORRESPONDENCE

1) LOCAL GOVERNMENT BOUNDARY COMMISSION – PARISH ELECTORAL ARRANGEMENTS IN ST IVES

Councillor Mitchell advised that Cornwall Council would be undertaking a community governance review in the light of the Commission's final recommendations. Although this review is separate from the Commission's, the Council will do its utmost to co-ordinate their response. The Community governance review could begin quite quickly and will be asking all towns and parishes for their proposals for amendments to parish ward names and boundaries. It's not clear how long the review might take, and work would have to halt if it approaches the date of Cornwall Council elections in 2021.

It was proposed that a community governance review working group be established to respond to Cornwall Council's review.

RESOLVED –

- i) the letter was noted
- ii) A community governance review working group will be called in response to the consultation, open to any interested councillors to attend.

(2) ST IVES BID EGM AND ELECTION OF DIRECTORS

As reported by the Clerk earlier in the meeting, this item was now a matter for decision and was considered under Minute 139.

148. SCHEDULE OF ACCOUNTS

RESOLVED that –

- 1) payments made since the last meeting totalling £153,877.74 be approved;
- 2) credit card payments made since the last meeting totalling £1,537.96 be approved;
and
- 3) the accounts listed totalling £3,901.41 be paid.

149. 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 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.

150. F&GP 160 CHANGES TO PAYSCALES (Paragraph 1,2 and 3)

At their 7 February meeting the Finance & General Purposes Committee recommended that Council adopt new pay grades and existing postholders be advised individually on the changes to their pay grading. The Town Clerk explained that she had reported on the proposed changes to national payscales in detail at the 7 February. The Town Clerk tabled supplementary information to show how the proposals impacted on individual members of staff at the Town Council. The Town Clerk proposed that should any concerns be raised by staff, it be delegated to her in consultation with the staffing panel convened at Minute 144 to identify the best way forward.

The Town Clerk confirmed that the budget provision for the coming year had been calculated on the basis of the proposed new payscale.

RESOLVED – to approve the Committee recommendation at F&GP145 to Minute 145 and any matters arising after staff have been notified, be referred to the Town Clerk in consultation with the Staffing Panel.

151. COVER FOR ABSENCE AND THEN VACANCY IN THE SUPPORT SERVICES MANAGER POST (paragraph 1,2 and 3) (verbal report)

The Town Clerk advised that, given that she and Facilities Manager were likely to be considered during this item, they would be declaring an interest and withdrawing from the meeting at this point.

Councillor Glanville introduced a verbal report which proposed that there was some form of remuneration awarded to officers who had taken on additional responsibilities due to the absence and then vacancy in the support services manager post. The Council debated the merits of the proposal and the impact of having lost a member of staff and pressures on staffing capacity because of the library project.

RESOLVED – that the Council

- i) Express their gratitude to the Town Clerk, Facilities Manager and Administrative Support Officer for the additional work and responsibilities which had been taken on and
- ii) Award each an honorarium of £500 net of all deductions.

Meeting closed at 9.13 pm

Chairman