

Minutes of the Meeting of St Ives Town Council held in The Guildhall, St Ives on Thursday 27 July 2017 at 7pm

PRESENT

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

COUNCILLORS

Andrewes T	Henry R
Chard C	Mitchell A
Garrod H	Nicholls C
Glanville R	Tanner J
Griffin J	Tulley R
Hughes K	Williams T

OFFICERS

Town Clerk  
Support Services Manager

25. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Lait R and Harris A

26. REPORTS FROM COMMUNITY ORGANISATIONS

None.

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

The Community Link Officer attended and advised that having worked on the Hayle Emergency Plan, she was now in a position to also assist St Ives with developing an Emergency Plan, urging Councillors to kick-start the process again. She also advised of the Community Network Panels scheduled, setting out the speakers to be attending the next Panel meeting.

The Cornwall Councillors had each provided a written report which had been circulated prior to the meeting.

Councillor Mitchell noted that his report had not included street weeding. He was pleased that the town council had recently appointed a member of staff, giving a resource to tackling the weeds around the town. He suggested that the town council consider allocating more resources to the street weeding issue.

Councillor Taylor added to her report, advising that there had been numerous complaints regarding Longstone Cemetery and had actioned these.

In response to a question, Councillor Taylor advised that Cornwall Council were working to have a greater say on the design and quality of its housing stock. Councillor Mitchell elaborated further, stating that Cornwall Council aimed to be a front-runner in the provision of quality affordable housing.

28. PUBLIC SPEAKING

Mary Shead spoke on behalf of the group lobbying for CCTV in St Ives. Mrs Shead advised that the Town Clerk has received a quote from the fire service and a package of information on which to base the plan to submit to the Office of the Police Crime Commissioner, as the funding application. It was appreciated that the town council would not make a decision until the response from the OPCC has been received. The argument was put forward for the benefits of a monitored CCTV system.

29. CHAIRMAN'S ANNOUNCEMENTS

The Mayor invited all present to join her at the Mayor's Civic Sunday Service in Lelant on the coming Sunday.

30. DECLARATION OF MEMBER / OFFICER INTERESTS

Councillor Henry advised that he has been invited to join the Workstation CIC, the nature of the appointment has yet to be confirmed.

31. REQUESTS FOR DISPENSATION

None.

32. MINUTES

RESOLVED – that the Chairman signs as a true and correct record the Minutes of the Meetings of the Council held on 29 June 2017

33. TOWN CLERK'S UPDATE REPORT

The Town Clerk's update report had been circulated prior to the meeting. With regard to Minute 24. (the event to be held on the Island), Members noted that the terms of the licence were the responsibility of Cornwall Council as the responsible land owner. As the Community Link Officer was present, they took into account the concerns raised by Councillors.

RESOLVED – that the update report be noted and for a meeting of the 'Battle's Over' Working Group be held in the near future.

34. APPOINTMENTS TO COMMITTEES AND OUTSIDE ORGANISATIONS

With the co-option of two Councillors there was the opportunity to make appointments to committees and outside organisations. Appointments were proposed as set out below:

Vacancies on Committees:

Planning Committee – Councillor Griffin.

Community & Environment Committee – Councillors Griffin, Harris, Henry.

Facilities Committee – Councillors Griffin and Harris.

Finance & General Purposes Committee – Councillor Harris

Devolution Panel – Councillors Griffin and Harris.

Neighbourhood Plan Review Group – Councillor Harris

Vacancies on Outside Organisations:

Hayle Harbour Advisory Committee – Deputy – Councillor Harris.

RESOLVED – that the appointment of members to committees and outside organisations be approved, as set out above.

35. REQUEST FROM THE GROUP ‘CAMERAS FOR ST IVES’ THAT THE TOWN REVISIT THE SUBJECT OF INSTALLING PUBLIC REALM CCTV IN THE TOWN

The Town Clerk reported that the town council had submitted an expression of interest to the Office of the Police Crime Commissioner (PCC) for funding towards establishing a CCTV system for St Ives. The funding process was approaching the second stage where more detailed applications were required and so a meeting was being arranged with the fire service to seek a quote for a system, noting that a quote had been previously worked up and so there was a basis to work from. Members were advised that the PCC would only decide on any funds that may be committed to helping establish a networked CCTV system for St Ives upon receipt of a detailed application setting out the proposals and costings.

Councillor Tulley reminded Members that the Council had agreed to match fund the contribution of the PCC, to a maximum of £10,000. There was also budget provision of £6,000 in the 2017/2018 budget for the annual monitoring and maintenance costs. It was the intention that there would be sufficient funding from the PCC, town council and St Ives BID to provide an adequate number of monitored cameras. The aspiration was for a system of six cameras in the first instance.

Feedback received from the police regarding the need for CCTV was received.

During discussion, the purposes and benefits of CCTV were considered, following which it was

RESOLVED – to initiate a fact-finding mission to have all the facts and figures available to be presented to the town council for decision.

36. **CORNWALL COUNCIL CONSULTATION – 2017 OFF-STREET CONSOLIDATION ORDER**

Members noted that the consultation deadline had passed and that individual councillors had been advised of the consultation deadline and their opportunity to respond to it as individuals.

**RESOLVED** – that this update be noted.

37. **SUBSCRIPTION TO CALC 2017/2018**

The town council is currently a member of CALC (the Cornwall Association of Local Councils) and enjoys benefits from this membership including advice, resources and access to training events. The cost to the council is £1,800 plus VAT. The Town Clerk advised that there is sufficient support and advice provided to merit continued membership of CALC.

**RESOLVED** – that the subscription to CALC be renewed.

38. **EDWARD HAIN HOSPITAL (Standing Item)**

Further to his written report, Councillor Mitchell reported his concerns at the future for the Edward Hain Community Hospital. At the next meeting (27 September), the facts and figures would be considered with the potential that the matter could be taken to the Secretary of State for scrutiny. The town council was urged to be ready to support the Friends of Edward Hain in their efforts to have this matter considered at the highest level to safeguard the future of this valued community resource.

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

39. **COMMITTEE MINUTES**

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

- (1) Planning Committee – 25 May, 22 June and 20 July
- (2) Community & Environment Committee – 1 June 2017
- (3) Facilities committee – 14 June 2017
- (4) Devolution Panel – 29 June 2017
- (5) Finance & General Purposes Committee – 6 July and 20 July 2017
- (6) Committee Recommendations – set out in the Committee Minutes and in the Schedule A

Amendments to the Minutes were agreed as follows:

Planning Committee – (20 July 2017) – Councillor Harris was in attendance

Community & Environment Committee – (1 June 2017) – Councillor S Tanner was present

Finance & General Purposes Committee – (6 July 2017) – Councillor S Tanner was present; Councillor S Tanner had requested that the group emails be removed; and Councillor Andrewes (not Councillor Williams) had declared an Interest in the grant application.

The following committee recommendations were considered:

Finance & General Purposes Committee:

F&GP.8 – Request from Craze Hunkin Trust

Recommended that

- 1) that the request that the town council
  - a. assumes the roles and responsibilities of the Trust
  - b. accepts the properties currently managed by the Trust
  - c. accepts financial and other assets owned by the Trust

subject to

- i. satisfactory building surveys being carried out
- ii. authorisation from the Charity Commission to proceed
- iii. successful checks on the legality of the proposal.

F&GP.19 Hospitality Budget

Recommended that the Council note and approve the probability of an overspend of up to £1,800 on this budget line, and fund any shortfall from Reserves at year-end.

F&GP.21 – Approval and adoption of Grievance, Disciplinary and Capability Procedures

Recommended that the staffing policies set out in the report and circulated prior to the meeting are approved and adopted as council policy; and that the Absence Management Policy is considered at the next meeting.

F&GP.26 & 27 – Debtors and Creditors, and PRS Deficit Write-Off

Recommended to approve the write-off of £150 relating to 18 May 2015 hall booking, and £298.10 related to unpaid PRS fees, be written-off as bad debts.

Having considered each of the committee recommendations individually, it was

RESOLVED – that the amended Minutes of the committee meetings set out above be received and that the resolutions therein be approved with the exception of F&GP.34 (Review of staff and governance structure), with a decision on this recommendation set out below.

**F&GP 34 – Review of Staff and Governance structure to accommodate business continuity of the finance function**

Recommended – to Council that a full-time finance officer be appointed, with salary scale and job description to be considered when this recommendation is considered by Council.

**RESOLVED** – that this item be deferred to give time for full consideration. To be considered at an extraordinary meeting of the Council on 31 August.

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

Councillor Glanville reported that the operation of the Harbour was becoming critical. With a reduction in dredging there was a risk that the harbour may not be able to continue as an operational harbour in the next couple of years.

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

**41. SCHEDULE OF ACCOUNTS**

Following consideration of the schedule of accounts, it was

**RESOLVED** – that

- 1) payments made since the last meeting totalling £248,998.77 be approved;
- 2) credit card payments made since the last meeting totalling £4,108.73 be approved; and
- 3) the accounts listed totalling £7,262.07 be paid.

**42. 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.”

**43. AWARD OF CONTRACT FOR PUBLIC CONVENIENCES CLEANING (Paragraph 3)**

The Town Clerk and the interview panel reported on the tender process followed and the findings in relation to the two shortlisted companies invited to interview.

It was noted that the new cleaning contract would be for two years initially, and would commence from 30 October 2017.

Debate at the meeting focussed on the merits of the two lead bids, to determine which to appoint. Other matters considered were the contract terms and a wish from Councillors to examine more of the details of the in-house bid as part of the retrospective learning from the process followed.

Following discussion, it was

RESOLVED – to award the public conveniences cleaning contract to Diamond Cleaning and Property Management, on the basis of the specification set out in the contract tender, noting the requested closing times, and for payment to be made monthly in arrears.

It was further RESOLVED – to request that the Facilities Manager discuss in further detail the in-house bid with the Chairman and Vice-Chairman of the Facilities Committee in order that they may provide an update to committee members.

44. WILL BEQUEST – OFFER OF GIFT OF PAINTINGS (Paragraph 3)

The Town Clerk reported on an offer of a bequest of paintings to the town council, with a stipulation in the will that all paintings should be displayed, and that they should be displayed together. The alternative would be for the Trustees to sell the collection.

Following discussion, it was

RESOLVED – to respond to advise that the town council was not in a position to take on the whole collection and to commit to display them, and to suggest instead for the Trustees to explore options such as keeping them in St Ives across various organisations, in which case the town council would be interested in accepting a lesser number.

Meeting closed at 9.27 pm

Chairman