

MINUTES OF THE FULL COUNCIL MEETING OF ST IVES TOWN COUNCIL  
HELD VIA ZOOM TECHNOLOGY ON THURSDAY 15 APRIL 2021 AT 7.00 PM

PRESENT

Chairman – Councillor T Harris (Mayor)

COUNCILLORS

Arthur K  
Burton P - 7.10pm  
Dale A  
Henry R  
Lait R

Messenger K  
Mitchell A  
Rogers L  
Tanner J  
Tanner S

Tulley R  
Nicholls C  
Wells J  
Williams T

OFFICERS

Town Clerk  
Cultural Services Manager

RFO & Corporate Services Manager  
Properties & Amenities Manager

147. APOLOGIES FOR ABSENCE – Councillor J Symons

148. REPORTS FROM COMMUNITY ORGANISATIONS AND / OR THE COMMUNITY LINK OFFICER

St Ives BID Chairman gave an update to the meeting. They were working with the St Ives Tourism Association (SITA) and had met with the new Cultural Services Manager and hoped to revive a strong working partnership between the three organisations. BID had also agreed funding support for the Longboard Festival at Porthmeor, the September Festival and the St Ives Food Festival, in addition to St Ives in December. Other matters included:

- Work on a G7 booklet of local businesses supported with sponsorship.
- New Year arrangements needed discussion and BID would like to meet with the new Council in June following elections.
- The Town Council and BID have ordered new planters for the harbour to enhance the area and limit street trading space from the re-opening the high street funding.

In response to a query about the new plastic bunting, they responded that it had not been possible to purchase recycled bunting which would be sufficiently robust. But the board were very aware of the plastic free challenge. BID would be polling the businesses when they re-opened for their opinion for 2022.

149. REPORTS FROM CORNWALL COUNCILLORS

Councillor Mitchell provided a verbal update. In response to a question, he advised that the harbour PSPO would be more effective as it would involve on the spot fines rather than prosecutions through the magistrate's court. Cornwall Council staff would be paid to enforce the order (although Town Council staff could be trained to issue these fines too).

150. PUBLIC SPEAKING

None

151. CHAIRMAN'S ANNOUNCEMENTS

The Chairman congratulated the Councillors who had stood for election. As there were insufficient candidates for all 16 seats, all applicants had been elected unopposed. He also thanked those Councillors that were standing down and wished them good luck for the future.

He drew Council's attention to item 157: Craze Hunkin Trust management proposal. The item was in the public section of the agenda. Members would need to resolve to exclude the press and public, should they wish to discuss the management agreement in detail as this had not yet been shared with trustees.

152. DECLARATION OF MEMBER/OFFICER INTEREST

None

153. REQUESTS FOR DISPENSATION

None

154. MINUTES

RESOLVED – that the Chairman signs as a true and correct record the Minutes of the Meeting of the Council held on 18 February 2021.

155. TOWN CLERK'S UPDATE REPORT

145. G7 Briefing Legacy Funding – The Town Clerk confirmed that Cornwall Council had now extended an invitation to the Legacy Board and the Cultural Services Manager had begun to attend. She had formerly written to the Chairman of the Legacy board and had been invited to attend a meeting with the Mayor and Deputy Mayor.

108. Relationship with the Acorn update – The Town Clerk confirmed that the legal terms and conditions for bookings had been finalised to support a number of bookings. The programme would be mainly music but within a more mixed programme of live events. Substantial progress had been made on the plans for the toilets. Technical drawings had been issued for building regulations and officers had approached local builders, interested in tendering. The Guildhall website was at a testing stage, awaiting ticket payment infrastructure. This could potentially be launched in May.

RESOLVED – that subject to the above comments and amendments, the report be noted.

156. PROPOSALS FOR A MANAGEMENT AGREEMENT WITH THE CRAZE HUNKIN TRUST

The Chairman reiterated the need to focus the debate on the broad principles of the agreement due to the confidential nature of the detail.

A member stated that they were pleased the Town Council was moving forward with the proposal as the trust provided a valuable service that the town desperately needed. Members discussed the lack of trustees. The Town Clerk confirmed that individual councillors could become trustees, but it was not possible for the Council to become sole trustee as under local Council legislation, the Council couldn't act as a trustee for ecclesiastical charities.

The Town Clerk confirmed that all income and expenditure would be ring fenced for the Trust. The Council would only benefit from a management fee. It was not yet known whether the fee was adequate for the amount of work involved and this would be tested during the first year. The agreement enabled this to be revisited or for the Council to withdraw.

RESOLVED - that the Council enter into a management agreement with the Craze Hunkin Trust and that officers be asked to conclude legal arrangements with the trustees and agree a timetable for completion.

157. TO CONSIDER THE OUTCOME OF THE STATEMENT OF PERSONS NOMINATED AND PROPOSALS TO FILL ANY VACANCIES BY CO-OPTION

The Town Clerk stated that as only 14 candidates had stood for the 16 Town Council seats, it was necessary for the Council to consider filling the vacancies through co-option. CALC confirmed the process in an election year should be that a report is taken to the Annual Council meeting reconvened on the 19<sup>th</sup> May. The Council would then advertise the vacancies via advert and select any prospective candidates at its ordinary meeting in June.

Council debated the general lack of candidates and whether more could have been done to encourage them. It was, however, noted that this trend had been seen across Cornwall.

RESOLVED – that the update be noted.

158. SKATEPARK UPDATE AND RE-OPENING STRATEGY

The Town Clerk explained that the report sought the Council's approval for the re-opening strategy for the skate park. Council debated the report. In response to questions, she confirmed that the strategy had been agreed, in collaboration with the Skatepark Group.

RESOLVED - that the Council approve the opening strategy for the new park.

159. ARRANGEMENTS FOR ANNUAL COUNCIL AND THE FUTURE OF REMOTE MEETINGS

The Town Clerk informed members that a legal challenge to enable councils to continue with remote meetings was due to be considered this month. Unless the Government changed the regulations, it would not be possible to hold remote meetings after the 6 May. The Government was not contesting the case, so the court case would determine the outcome. As the regulations would revert automatically should the court case not succeed, it would be necessary to plan for the Annual Meeting to take place physically in the Council chamber. However, the Council also needed to make an early decision about subsequent meetings because of COVID. The chamber was adequate to accommodate Councillors but not large numbers of the general public under COVID-secure guidelines.

Members discussed the options. They were in support of a hybrid approach for future meetings, with some physical meetings and some held remotely, using live streaming. Council were strongly of the view that physical meetings improved the debate, decision making and relationships. Others acknowledged that virtual meetings had increased public participation and could make an important contribution to carbon reduction through reduced travel. The Town Clerk emphasised that public attendance was a legal requirement under the Public Admissions to Meetings Act 1960.

RESOLVED - that

- i) Subject to ensuring a COVID secure venue and limiting attendance to 30, the Council hold its Annual Meeting in the Council Chamber
- ii) The Council await the outcome of court case before determining its approach to meetings in the short term and, if permitted, develop a hybrid approach with both physical and remote meetings

160. KNILL CELEBRATIONS UPDATE

The Council noted progress in the arrangements and the Chairman directed members to the resolution and an outstanding item for decision. The Council was asked to consider waiving its share of the proceeds of sale from the programme in favour of a local charity, subject to their being able to provide volunteers for programme sales. It was suggested that the charity be Steeple Woodland Nature Reserve.

In addition, the Council was asked to consider funding a lunch for all event participants, given that an adequate Knill budget had been put in place.

RESOLVED - that

- i. Steeple Woodland Nature Reserve would be the Council's preferred charity and would receive two thirds of the proceeds from the sale of programmes
- ii. The Council would host lunch at the Guildhall for all event participants, subject to complying with COVID regulations for a secure venue.

161. PROPOSALS FOR A PAPERLESS DISPATCH SYSTEM

The Town Clerk introduced the report. She referred councillors to the accompanying statistics and the costs of providing a paper dispatch for committees on an annual and 4 yearly cycle compared with providing tablets as outlined in the report. There were very clear savings, both in terms of officer time and printing and postage costs, from switching to a paperless system. The Chairman added that this was also a recommendation from the climate change working group as a way to reduce carbon emissions.

Members discussed the recommendations. In response to questions, it was confirmed that

- Other councils had moved to paperless dispatches, and that this had proved successful.
- It made a small but important contribution to climate change
- Paper copies could be made available upon request
- Tablets would need to be returned at the end of 4 years
- Screen reader technology could be made available to assist
- Papers could still be sent by email to Councillors who did not wish to receive a tablet.

RESOLVED - that the Council implement a paperless dispatch system for the new Council with the initial costs funded from savings in stationery, printing and postage budgets.

162. FINANCE REPORT

The Responsible Financial Officer introduced the report, which set out the estimated outturn for the current financial year. A favourable year end movement to general reserves was forecast. This was felt to be positive, especially in the light of the pandemic and reduced income levels across all services.

RESOLVED - that subject to any comments the Council note the report.

163. COMMITTEE REPORTS

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

- 1) Planning Committee 25<sup>th</sup> February & 25<sup>th</sup> March 2021
- 2) Community & Environment Committee 4<sup>th</sup> March 2021
- 3) Facilities Committee 11<sup>th</sup> March 2021
- 4) Staffing Committee 29<sup>th</sup> March 2021
- 5) Finance & General Purposes Committee 1<sup>st</sup> April 2021
- 6) Devolution Panel 8<sup>th</sup> April 2021

Amendments were agreed:

Planning 25<sup>th</sup> March – The minutes to be amended to reflect the fact that Councillor Arthur was in attendance.

Devolution panel 8<sup>th</sup> April – the minutes to be amended to record Councillor Dale’s attendance

**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 – 11 March 2021**

F.35: Review of Public Convenience Wallgates

The Committee resolved to recommend to Council that it

- i) Work with manufacturers to prepare a report setting out the issues and proposing a replacement programme with a project budget and timetable
- ii) Ensure that any replacement programme should specify fixtures and fittings which were resilient, vandal proof and as far as possible incorporated energy saving measures

**RESOLVED** – that the recommendations be approved and adopted, in accordance with a programme and budget as set out in Appendix D setting out a wallgate replacement timetable and costings.

164. **ITEMS FOR INFORMATION**

None

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

None

166. **CORRESPONDENCE**

KEEP BRITAIN TIDY – GREAT BRITISH SPRING CLEAN 28 MAY – 13 JUNE 2021

Town Council agreed to help promote the scheme.

NHS, SOCIAL CARE AND FRONTLINE WORKERS’ DAY 5 JULY 2021

Help to facilitate the 2 minutes silence and raise a toast at 1pm. The correspondence was noted.

167. **SCHEDULE OF ACCOUNTS**

The RFO explained that the unusually high level of payments, reflected the fact that large grant funding payments had been made to the skate park contractor during the period and were then reclaimed from Cornwall Council.

Members queried the following payments:

- Electrical Services Cornwall £15,000. The Town Clerk explained that this was the final account for remedial works as a result of the electrical hardwire testing across the whole property estate. Hard wire testing was a legal requirement and should take place every five years and any faults rectified. Members would recall that this work was done late and so faults

had built up over time, which had not been rectified. It was hoped, therefore, that this level of expenditure would not recur in subsequent years. In addition, the payment covered the cost of the relocation of the cable connecting the solar array to a 3 phase electricity supply.

- Library electricity bill £6,000. The Town Clerk explained that Cornwall Council had failed to transfer the electricity account following devolution of the library. This payment reflected the arrears following the transfer which had recently been pursued and resolved.

**RESOLVED** –

- i) Payments made since the last meeting totalling £586,022.43 be approved
- ii) Credit card payments made since the last meeting totalling £5,981.57 be approved
- iii) Receipts of £486,154.14 up to 1st April 2021 be noted, and
- iv) The accounts listed totalling £12,344.57 be paid.

168. **EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED** – that in accordance with the Public Bodies (Admissions to Meeting) Act 1960, the press and public be excluded from the meeting during the consideration of the following matters on the grounds that they involve information of a confidential nature.

169. **UPDATE FROM THE DEVOLUTION PANEL MEETING, 8 APRIL 2021 AND THE TOWN PACKAGE**

The Town Clerk explained that a meeting of the Devolution Panel had been convened in response to a recommendation from F&GP Committee, following a proposal to devolve all the public benches in the parish. The panel also took the opportunity to review and update the proposed list of potential assets requested as part of a town package, in light of further information received from Cornwall Council.

In response to the proposal, the panel recommended to Council that it accept the request to accept a transfer of all public benches in the parish, subject to an agreed timescale. Cornwall Council had increased its capital grant offer to £30,000 with an offer of continued staff support from the CORMAC officer administering memorial benches. The report proposed how the transition would be managed.

The panel had also debated whether any transfer of assets following devolution should be phased but felt the Council shouldn't revisit the phasing of the package until it had a response from Cornwall Council on the overall proposal.

Members discussed the item. The following points were made:

- The revised package was supported – a previous discussion was that the Chy an Gweal site should be considered for allotments
- Work on the benches should start urgently
- The Council would need to develop a policy approach to dedication benches – officers proposed that there be a 12 month pause on new dedications until this was completed
- A timetable for the transfer needed to be confirmed with Cornwall Council
- Benches should fall under the C&E Committee

The Town Clerk asked the Council to note that the report set out the need to resource a programme of works for benches. Options were being explored for repairing the first group of benches, which were not memorial benches, including expressions of interest from local tradesman and the recruitment of a maintenance worker.

RESOLVED – that the Council

- i) Adopt the revised devolution package removing and amending items as set out at D.15 and in the confidential appendix.
- ii) Enter into a grant agreement and accept a devolution of the benches now, in advance of the main package and in accordance with the proposed bench action plan outlined in the report
- iii) Confirm the details with Cornwall Council of a revised package, together with an outline business case and that the benches would be devolved early.

The Chairman gave special thanks to Councillors Tully, Nicholls, Williams, Burton, Henry, Tanner, Symons and Lait, who were standing down. They had given considerable time and energy to the Town Council during their terms of office and he wished them good luck for the future.

As the longest serving Councillor of 23 years, Councillor Joan Tanner thanked the Mayor for his service during what had been a difficult time. She congratulated the new mayor elect and wished all councillors the best for their future terms, expressing a hope that they maintain the traditions of the town, which made it unique.

Meeting closed at 8.30pm

Chairman