Minutes of the Meeting of St Ives Town Council held in The Cornerstone Library Building, St Ives on Thursday 25th June 2025 at 7pm

PRESENT
Chair – Councillor A Mitchell (Town Mayor)
Vice-Chair – Councillor M Van Staeyen (Deputy Town Mayor)

COUNCILLORS

Arthur K	Hynes S	Smith L
Evamy M	Kennedy P	Viney P
Fuller J	Ryall J	Walsh A
Harris A		

IN ATTENDANCE

OFFICERS

Town Clerk	Head of Finance
Deputy Town Clerk	Premises & Operations Manager

27. APOLOGIES FOR ABSENCE – were received from Councillor Parkinson-Evans

28. CHAIRS ANNOUNCEMENTS
The Chair welcomed members of the public to the meeting and extended the Town Council's condolences to Councillor Rogers and his family following the sad loss of his father.

29. DECLARATION OF MEMBER/ OFFICER INTERESTS AND THE REASONS THEREOF

i) Councillor Kennedy declared a non-registerable interest in agenda items 19 and 20 due to being related to the owner of the relevant construction company.
ii) Councillor Rogers declared a non-registerable interest in agenda items 19 and 20 due to being a close associate of the relevant construction company.

30. REQUESTS FOR DISPENSATION RELATING TO MATTERS ON THE AGENDA
No requests for dispensations had been made.

31. MINUTES

RESOLVED – that the Chair signs as a true and correct record the Minutes of the Annual Council Reconvened Meeting on the 20th May 2026.

32. ATTENDANCE RECORD AND CODE OF CONDUCT COMPLIANCE

RESOLVED that the Council NOTES the report subject to an amendment to record confirming that Councillor Kennedy attended the Planning Committee Meeting on the 23rd of April but was not recorded as such.

33. REPORTS FROM CORNWALL COUNCILLORS

Councillors Mitchell and Rogers provided Cornwall Councillor update reports. Responses to a number of questions from councillors were given as follows:

- Councillor Mitchell was still awaiting an update from Cornwall Council officers in relation to proposals for a taxi rank. They would follow up and secure feedback.
- It was unlikely that the Ped n Olva bins would remain on land at the former first bus turning area. A multi-agency meeting convened had resulted in some actions to be progressed. A meeting had been scheduled, for the 15th of July, to include the cabinet portfolio holder for the Environment has been scheduled for 15th July 2026 and would report back to C&E Committee that week.

RESOLVED – that the Council thanks the respective Cornwall Councillors for the updates provided.

34. REPORTS FROM COMMUNITY ORGANISATIONS

None.

35. PUBLIC PARTICIPATION

The Council heard from a resident from The Warren in relation to serious concerns about the growth in the rodent population and the need for urgent action.

The Chair advised that there was to be a detailed report to the Community and Environment Committee and proposed that the resident also attend the meeting, to hear the discussion and any agreed outcomes.

36. CLERKS' UPDATE REPORT

Council considered a clerk's update report. In relation to the item on benches on Wharf Road, it was reported that bollards were required by the Highways Manager as a safety measure. Unfortunately, there was a cost to this which was not currently in budget.

RESOLVED that the Council NOTES the update report and in order to support the installation of public seating, AUTHORISES the commission of works to install bollards, consistent in design with those installed on the harbour wall at a cost not to exceed £3,000, to be funded from general reserves.

37. YEAR END INTERNAL AUDIT REPORT

The Head of Finance introduced the year-end report, completed by the Council's internal auditor, Hudson Accounting Ltd. No matters or issues had been raised. The Chair of the Finance and General Purposes Committee thanked the Head of Finance for officers' assistance with the audit and, once again, welcomed the positive outcome.

RESOLVED – that Council APPROVES the Internal Audit Report and conclusions therein, for the financial year 2025/26.

38. DECLARATIONS OF ANY CONFLICTS OF INTEREST WITH THE EXTERNAL AUDITOR

It was necessary for the Council to resolve formally that there were no conflicts of interest in relation to the accountancy company appointed as the Government External Auditor BDO LLP.

RESOLVED that, as no councillor had declared a conflict of interest in relation to the external auditor, the Statement of Conflict of Interest with BDO LLP be APPROVED and signed.

39. ANNUAL RETURN AND ANNUAL STATEMENT OF ACCOUNTS

The Finance and General Purposes Committee had considered a copy of the Annual Governance Statement and statement of accounts, and these had been RECOMMENDED to full Council for approval, in advance of the statutory deadline of the 30th of June.

RESOLVED – That the Council APPROVES:

i) The internal audit report for the financial year 2025/26
ii) The Annual Governance Statement for the year 2025/26, signed by the Mayor and Town Clerk
iii) The Accounting Statement for the year 2025/26, signed by the Mayor and Responsible Financial Officer.

40. WATER QUALITY, SEWAGE DISCHARGES AND SOUTHWEST WATER ACCOUNTABILITY

A motion of no confidence in SW Water had been drawn up by a local campaign group Dowr Glen and town and parish councils had been asked to pass a resolution in support. The motion, introduced by Councillor Fuller and seconded by Councillor Smith was debated.

A written response had been received from Pennon Group and circulated to all councillors. However the Council was of the view that it did not address key concerns set out in the motion.

The Council RESOLVED to SUPPORT the motion as drafted, and convey the outcome to the campaign group.

41. ST IVES EXPERIMENTAL TRAFFIC REGULATION ORDER

A motion, introduced by Councillor Kennedy and seconded by Councillor Fuller proposed a further early review of the St Ives Experimental Traffic Regulation order, and for revisions and improvements to be made. Further, that, should the requested revisions not be made, that the experimental order be cancelled.

In debating the motion, the majority view of the Council was that the mid-year evaluation, based on data, had already been carried out, and the idea of the experimental order was that a period of 12 months was required in order to evaluate its impact. Some councillors expressed doubts about the feasibility of reversing the order at this point in the year, immediately prior to the summer holidays, and that this could create more confusion. The majority view was for the experiment to be concluded and evaluated, at the end of the period.

The Council RESOLVED to REJECT the motion as set out, with 11 Councillors against and 4 in favour.

42. RESPONSE TO THE LOCAL GOVERNMENT ASSOCIATION/NATIONAL ASSOCIATION OF LOCAL COUNCILS PEER CHALLENGE AND REVIEW OF THE STRATEGIC PLAN

The Council accepted that it was committed to two actions arising from the peer challenge review, to receive and publish its final report in full, and to develop and implement a 12-month action plan in response to the findings. The Chairs Group had provided comments on the draft report, issued by the peer challenge team and these had been accepted in full. An amended final report would be issued next month.

Council considered the first draft of an action plan and noted that the action plan tasks were closely linked to the review of the strategic plan. A timetable for that plan's review was also considered, to be externally facilitated by the Chair of the LGA peer review team.

The first stage would involve two internal workshops on the 20th and 21st July. A series of external consultation and engagement would then follow in the Autumn. Council debated the action plan, draft report and considered the proposed approach to a review of the strategic plan and supported them in full.

The Council RESOLVED to

i) NOTE the draft report and the Council's comments
ii) APPROVE the first draft of the action plan
iii) APPROVE the proposed timetable for the review of the strategic plan with the first stage being externally facilitated workshops to take place in July and
iv) In the light of their active interest in the peer and strategy review processes, Councillor Kennedy be invited to attend the Chairs Group during future consideration of the review.

43. REQUESTS FOR COUNCIL REPRESENTATIVES FROM COMMUNITY GROUPS

RESOLVED that the following Councillors be appointed as representatives to outside organisations:

i. Friends of Ayr Field – Councillors Fuller and Ryall
ii. St Ives Bay Water Watch – Councillor Fuller, Kennedy and Cllr Hynes

44. COMMITTEE, PANEL & WORKING GROUP MINUTES

1. Planning Committee – 23rd April 2026
2. Guildhall Working Group – 27th May 2026
3. Affordable Housing and Neighbourhood Plan Working Group – 28th May 2026
4. Chairs Meeting – 11th June 2026
5. Finance & General Purposes Committee – 11th June 2026

RESOLVED – that the minutes of the meetings as set out above be RECEIVED subject to the amendments:

- Planning Committee 23rd April 2026 – Councillor Kennedy be recorded as present.
- F&GP Committee 11th June 2026 St Ives Bay Marine Group be amended to read St Ives Bay Marine Watch.

45. COMMITTEE RECOMMENDATIONS

The Council considered the following items recommended from Council Committees.

46. F&GP. REVIEW OF COMMUNITY AND CORE FUNDING GRANT POLICIES

RESOLVED that from the financial year 2027-28, the Council adopts changes to the small community grants and (newly named) Community Partnership Grants policies, as set out.

47. F&GP. 11.9 PROVISION OF POLLING CARDS IN BY-ELECTIONS

RESOLVED that, following recent complaints and feedback, the printing and postage of physical polling cards be re-instated for all by-elections, with the elections reserve being maintained at an adequate level in future budget setting.

48. F&GP 11.10 T HARDWARE DEVICE ISSUES AND CYBER ESSENTIALS (Appendix 13.3)

RESOLVED that the Council AUTHORISES officers to:

ii) Negotiate the procurement of necessary hardware, labour, software and infrastructure in order to meet the minimum Cyber Essentials standards over the next 12 months with a final cost estimate being prepared for Council for approval, where items cannot be funded from within existing budgets and
iii) Take all necessary steps to comply with the requirement to achieve Cyber Essentials as minimum standard with measures, as set out, including solutions for multifactor authentication, Microsoft licences, and the upgrading of councillor devices.

49. F&GP 11.11 ANNUAL POLICY REVIEW

The Council RESOLVED to

i) ADOPT the Sundry Debtors Policy as set out.
ii) REFER the draft Social Media Usage Policy back to the Finance and General Purposes Committee for further review.

50. COMMUNITY LINK OFFICER UPDATE

RESOLVED that Council NOTES the written update.

51. Q1 COUNCIL WORK PROGRAMME

RESOLVED that Council NOTES the Quarter 1 update report with no further actions arising.

52. ST IVES PHARMACY PROVISION UPDATE

The Council considered an update report from NHS England pharmacy services reporting a recent decision from Naimans pharmacy group to take up at lease at the Stennack surgery and relinquish premises in Fore Street. Council expressed concern about the decision, despite representations that there was both a community and economic need for town centre provision.

RESOLVED – that Councillor Mitchell raises concerns with the relevant Cornwall Council Vice-Chair of the Health and Social Care Overview and Scrutiny Committee and the Council would, once again write to the pharmacy lead on the new joint Devon and Cornwall health and wellbeing board.

53. COUNCILLOR REPRESENTATIVES ON COMMITTEES AND OUTSIDE BODIES

Councillor Arthur provided an update on the recently established Voluntary Sector Forum in their role as co-ordinator. A third meeting was planned and would focus on communication and marketing.

Councillor Viney – attended the police liaison group on 17th June. The sector priorities for St Ives were reported as being:

- Focussing on offenders
- Reducing ASB and drinking, drug dealing and supply, shoplifting and theft.
- Improved road safety, especially considering e-scooters and excessive speed
- Reassurances were given over planned increases to front line resources
- The police reported positive feedback of policing of the recent food festival but it was noted that the Town Council were not involved in de-briefs. Only two reports from businesses about young people and asb had been received.
- There was no further action in response to the recent seagull attack as no witnesses had come forward.

Council NOTED the outrep reports.

54. CORRESPONDENCE AND CONSULTATIONS

A draft letter was tabled by Councillors Smith and Arthur, expressing concern regarding decisions in relation to time to move funding in the St Ives parish and a decision not to award funding to the Coast programme which had been successful and positively received in previous years. Concern was expressed about reduced provision in the parish and the impact on families especially where parents were working in hospitality in the busy summer season. The Council shared the concerns and agreed the actions as set out.

RESOLVED that the Council

i) WRITES to the relevant Cornwall Council cabinet member and chief officer, expressing concerns about funding decisions for the time to move programme for St Ives and
ii) APPROVES the allocation of up to £2000 from general reserves to support a children's activity programme during the summer holidays, in order to increase provision for local families.

55. SCHEDULE OF ACCOUNTS AND FINANCE REPORT

The Council considered a regular finance report AND RESOLVED to

NOTE the regular summary finance monitoring report, together with receipts of

£1,670,116.30 up to 18th June 2026 and

APPROVE
i) creditor payments made since the last meeting totalling £605,101.41
ii) credit card payments of £5,584.38
iii) petty cash expenditure £492.20 and
iv) payroll £213,774.48

56. 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 involved information of a confidential nature.

57. UPDATE REPORT ON THE GUILDHALL REFURBISHMENT PROJECT

Councillors Kennedy and Rogers declared a non-registerable interest on the grounds that the third-party contractor was a close associate, and both left the meeting at this point.

It was noted that the majority of the update report was not commercially sensitive. However, the report included confidential appendices including the terms of an exit agreement and a letter of intent to enter into a JCT contract. The contract would be a matter of public record, once concluded.

The Council received a detailed progress report on the project, following key decisions made by full Council at its meeting in April. A number of actions had been progressed and developments now required further authorisation from the Council in order for officers to implement its previous resolutions. It was further noted that some actions had been implemented under delegation in accordance with the Council's previous resolution, Council procurement policy and financial regulations.

The Council considered the detailed report. It universally welcomed the progress made and actions as set out. It was agreed that the early conclusion of the existing construction contract, was the best outcome given the current project status. Further, the decision to enter into an initial contract of enabling works, with a local contractor with a direct workforce would provide an opportunity to mitigate time and cost issues. The Council's procurement policy and financial regulations permitted this under delegation.

RESOLVED – that the Council

i) NOTES the update report, as set out, and the actions, which have been taken by officers, in consultation with the Mayor and Committee chairs to negotiate an early exit from a construction contract with Classic Builders (SW) Ltd by agreement.
ii) RATIFIES the signing of a waiver form in accordance with the Council's financial regulations and procurement policy in order to make a direct contract award to Symons Construction Ltd, to take forward the works contracts.
iii) Subject to satisfactory terms being agreed, AUTHORISES officers, in consultation with the Mayor, Deputy Mayor, Chairs of Finance and the

Facilities Committee and Town Deal board members, to agree terms for the procurement of works and all other necessary steps and enter into the relevant form of JCT contract with the proposed contractor to deliver the works as specified.

iv) Requires reports of progress, including the timetable and budget forecasts to be tabled at future meetings of the Guildhall Working Group and in the event that legal, contractual or financial parameters change, be brought back to Council.

56. Next Meeting: Full Council 3rd September 2026 Chair

Meeting closed at 21.41