

MINUTES of the Meeting of **Bodmin Town Council** held on Thursday 21 November 2013 at 6.00 p.m. in the Shire House Suite, Bodmin

PRESENT: The Mayor, Councillor K W Stubbs, presiding together with Councillors, A J Coppin, M E Dominey, J Gammon, J R Gibbs, S J Horne, L G J Kennedy, A M Kerridge, P Kerridge, J M Lyne, P L G Skea, R Solomons, S R Stephens and H G Vanderwolfe.

IN ATTENDANCE: Mr P O'Callaghan (Town Clerk), Mrs A Banks (Responsible Finance Officer), Miss L Hancock (Executive Assistant) and Mrs M Jeffrey-Jones (Tourism Assistant) attended for the Mayo's Announcements.

CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES:

The Mayor congratulated the Shire Hall Team on their Gold Award at the Cornwall Tourism Awards in Newquay and commented that it was an extremely well deserved accolade. The Town Clerk endorsed these comments and added that this was a remarkable achievement given the significant and complex changes that had impacted on the service during the last year and referred to the restructuring exercise.

Mrs M Jeffrey-Jones from the Shire Hall Team was in attendance at the meeting and had brought the award to show the Members. She informed that this year's Award had been designed and produced by local glasswork artist Jo Downs and was a beautiful piece.

Although the DCE was not present at the meeting, the Mayor expressed his thanks for all the work involved with obtaining the Streetworks Licence for the Christmas Lights. Councillor P Kerridge endorsed these comments and added that despite being assured that the paperwork would be prepared by the Christmas Lights Committee, none of the documentation or insurance for the lights was in place by the end of October and it was then passed to the DCE to prepare at this late stage. Councillor Kerridge complimented the DCE on the work he had carried out and his patience in dealing with this matter. He also paid tribute to the Chamber of Commerce for their help.

The Mayor thanked the staff who had been involved with the Remembrance Sunday Parade. He commented that it had been a privilege to have the Lord Lieutenant and High Sheriff in attendance and it was very encouraging to receive positive comments from the Lord Lieutenant about the organisation of the event.

The Mayor also relayed thanks to the Council on behalf of Reverend Graham Minors for use of the Shire House Suite on Sunday 17 November 2013 to host the reception for the Archbishop of Canterbury's recent visit to Bodmin which had been a great success.

Apologies had been received from Councillor J H Hartill.

C/2013/139

Presentation from Mrs June Jay and Mr Steve Borlase (Coach) of Dragon dis-Ability Football on their proposal to build a new purpose built facility adjacent to the existing Dragon Centre to host a range of activities for disabled people – The Mayor welcomed Mrs Jay, Mr Borlase and representatives of Dragon dis-Ability Football to the meeting.

Mrs Jay had circulated information to the Council which provided some background to the Dragon dis-Ability Football Team and its long term aspirations (copy enclosed for information). She introduced herself as the Chairperson of the group and explained that she initially became involved with Bodmin Dragon dis-Ability in 2006, when her son joined the group. The group began with just a handful of members and has grown significantly over the years and currently has 36 players between the ages of 7 and 39 years. Mrs Jay was pleased to advise that the group had recently achieved the Chartered Standard and have been accepted into the dis-Ability FA Cup.

Mrs Jay explained that although the group are able to use the Astro Turf facility at the Dragon Leisure Centre for football, there are some occasions when this is not possible and this has a real impact on the members of the group. She described her first hand experience with a member of her own family of how disappointing this is and emphasised the importance of routine for people with disabilities.

Mrs Jay outlined the group's aspirations for the future and described the formation of a Community Interest Group which would work towards providing a purpose-built facility, encompassing as many sports as possible. Currently the group are exploring the potential of a parcel of land adjacent to the Dragon Leisure Centre and are liaising with Tempus Leisure and Cornwall Council.

At this stage the group are not seeking financial support from the Council, they are simply trying to raise awareness of the group within the town and obtain the support and guidance of the Council. Mrs Jay explained that the Paralympics had greatly assisted in raising the profile of groups such as theirs and how it had inspired many more people and encouraged them to engage with community groups.

Mr Borlase endorsed the comments of Mrs Jay and explained that the project would provide a fantastic opportunity for Bodmin to be a pioneer in this area. He also pointed out that, if successful, there would be the additional benefits of employment opportunities as a result of this new facility.

Jonathan Davies (Vice Chairman of Dragon dis-Ability Football) advised that the group were looking at various models including community interest and not for profit organisations as a vehicle for delivery of the project.

The Mayor thanked Mrs Jay and Mr Borlase for their presentation and invited the Members to ask questions or make any comments.

Councillor P Kerridge thanked the representatives of Bodmin Dragon dis-Ability for attending the meeting, for speaking with such passion and commented that he could not envisage any Member of the Council not being supportive of this concept.

Councillor L G J Kennedy informed that he is the Chairman of the Cornwall Blind Association and therefore aware of some of the issues that the group would be facing. He further advised that he would be more than happy to arrange a meeting to explore partnership working with the group.

Councillor M E Dominey commented that it was extremely positive to hear from such an enthusiastic group. She also commented that the legacy of the Olympics and Paralympics was a current parliamentary issue and was confident that Dan Rogerson MP would also be supportive of such a scheme.

Councillor P L G Skea advised that he would be happy to meet with the Bodmin Dragon dis-Ability group to discuss how they proceed and offer assistance where possible. He explained that he is able to liaise with a wide range of people with learning and physical disabilities.

Following discussion it was **AGREED** that Councillors L G J Kennedy and P L G Skea would arrange a meeting with the Bodmin Dragon dis-Ability group to offer support and assist with progressing these discussions.

The Mayor thanked the representatives of Bodmin Dragon dis-Ability for their attendance and they left the meeting following this item.

- C/2013/140 **Public Representation Session** – None of the members of public present wished to speak.
- C/2013/141 **Declarations of Interest** – Councillor R Solomons declared a Non-Registerable Interest in respect of Item 23 – Schedule of Payments - Cheque No. 121283 for the French Twinning Event as he is a member of the French Twinning Committee.
- Councillors A & P Kerridge also declared Non-Registerable Interests in respect of Item 23 – Schedule of Payments - Cheque No. 121340 for Bodmin Community Cinema as they are both members of the committee.
- Councillor J Gammon declared a Non-Registerable Interest in respect of Item 32(c) - Grass Cutting Supervisor as she is a friend of Mr Young and his family.
- Councillor H G Vanderwolfe made a declaration in respect of Item 10 – Page 10 – item PR/2013/045 – Vanderwolfe Youth Cup as he was the founder of this scheme.
- C/2013/142 **To consider and, if approved, adopt the Minutes of the Full Council Meeting held on 19 September 2013**
- The Minutes of the Full Council Meeting held on 19 September 2013 were approved and passed for signing.
- Matters Arising:**
- Page 8 - item C/2013/132 – Dennison Road Toilets** - The RFO advised that following investigation, it had been discovered that electricity was still being used at the Dennison Road Toilets despite them being closed. It was concluded that the Car Park Machines located alongside the toilet block were being run off the meter. The RFO reported that she had contacted Graham Holland, Area Manager Parking Operations (East) in relation to this issue and it was agreed that Cornwall Council will be invoiced for the metered use until such time that solar panels are installed to power these machines.
- C/2013/143 **To consider and, if approved, adopt the Minutes of the Planning Committee Meetings held on 2 October, 16 October, 6 November (copies enclosed) and 20 November 2013**
- The Minutes of the Planning Committee Meeting held on 2 October 2013 were approved and passed for signing.
- The Minutes of the Planning Committee Meeting held on 16 October 2013 were approved and passed for signing.
- The Minutes of the Planning Committee Meeting held on 6 November 2013 were approved and passed for signing.
- The Minutes of the Planning Committee Meeting held on 20 November 2013 were approved and passed for signing.
- Matters Arising:**
- Page 1 – item P/2013/227 – Presentation by Paul Ellis and Roger Lashbrook Mebyon Kernow (MK) - Bodmin Traffic Plan** – Councillor P Kerridge advised that further to the presentation at the Planning Committee Meeting he had met

with Roger Lashbrook. Mr Lashbrook wished to emphasise to the Council that he was not party to the comments regarding Better Bodmin which had been included in the MK representation as distributed at the meeting. The Town Clerk advised that he would circulate PC Trowt's response to the MK proposals to all Members tomorrow.

C/2013/144

Correspondence:

- (a) Response from Cornwall Care regarding Day Care provision at Athelstan House, and subsequent e-mail and letter from the Chief Executive Cornwall Care regarding the closure of Athelstan House** - a copy of the letter and the subsequent email had been circulated with the agenda and was noted.

The Town Clerk advised that the first letter had been superseded by recent events relating to the closure of Athelstan House.

Councillor R Solomons stated that he felt extremely disappointed at the loss of the Day Care facility and Athelstan House. He considered that, in his opinion, Cornwall Council had increased costs to make the running of the centre untenable. He commented that the closure of the centre will inevitably push more clients over to the voluntary sector which is already struggling to meet demand.

Councillor Solomons further considered that the voluntary sector is unable to provide a replacement for the day care which was previously provided by Athelstan House and that it was extremely frustrating to receive this news in an email format given that BTC had offered to provide land for a new facility and had engaged in discussions with Cornwall Care to explore these options. He also sympathised with the residents for the loss of the facility and their families who would now be forced to make longer journeys to visit their relations.

Councillor H G Vanderwolfe endorsed the views of Councillor Solomons and commented that he was disgusted by this decision. He felt that Cornwall Care had put a lot of pressure on the Council in the past and considered that Bodmin had been neglected once again.

Councillor L G J Kennedy also endorsed the views of Councillor Solomons and reported that in recent times Athelstan House had reverted the hot meal to the evening meal (rather than the lunchtime meal) and he considered that this was in a bid to push up prices.

Councillor J R Gibbs stated that after contacting Athelstan House at the time of the announcement about its closure, he had been reassured that the clients were being dealt with in the correct manner. He cited the case of one gentleman who had been relocated to Wadebridge and commented that this would be extremely unsettling for an elderly resident to be relocated in an unfamiliar town. He further considered that Cornwall Care were trying to hide the facts.

Councillor P L G Skea commented that the decision about the future of Athelstan House appeared to have been made very suddenly which led him to him question whether the residents and their families had been consulted properly beforehand.

Following discussion it was **AGREED** that a letter be sent to Cornwall Care on behalf of the Mayor, based on the comments of Councillor Solomons as

set out above. It was agreed that copies of the letter will be circulated to the Cornwall Council Ward Members for Bodmin and the Cornish Guardian.

It was further **AGREED** that the letter will emphasise that for a number of years, BTC has attempted to work with Cornwall Care to find a solution and as part of this process a number of sites were considered. The letter will also refer to there being a lack of trust and consideration for the town and that this should serve as a warning to other towns about how Cornwall Care treat their partners.

- (b) Letter from Robert Waters, Public Transport Officer, Cornwall Council, responding to the Mayor regarding Local Bus Services in North Cornwall (copy enclosed for information);** A copy of the letter had been circulated with the agenda and was noted.

Councillor R Solomons considered that this response was a contradiction in terms and was not a satisfactory response.

Councillor L G J Kennedy commented that the letter was not a comprehensive response and that a Member at Cabinet level should be asked to provide a response, rather than an Officer. It was **AGREED** that the Town Clerk would prepare a response to this effect.

- (c) Funding application for the Merlin MS Centre (copy letter and leaflet enclosed for information);** A copy of the letter had been circulated with the agenda and was noted.

Following discussion it was **AGREED** that a response be sent to the Merlin Centre advising that although the Council recognises the centre as an extremely worthwhile cause, unfortunately due to current financial constraints it is not able to support this campaign.

Noted that Councillor L G J Kennedy abstained from voting on this item.

- (d) Letter of thanks from Peter Old, Chairman of the Joint Committee, for BTC's assistance with the Fireworks Event on 5 November 2013;** This item of correspondence had not been circulated with the agenda therefore the Town Clerk provided a brief summary.

The letter thanked the BTC staff who had been involved with the preparations and the smooth running of the Fireworks Event in Priory Park. This information was noted.

Councillor P Kerridge also wished to place on record his thanks to the staff involved, particularly given the last minute changes to the arrangements.

- (e) E-mail of thanks from Hilary Hignell, Secretary of the Bodmin French Twinning Association for supporting the recent twinning visit;** This item of correspondence had not been circulated with the agenda therefore the Town Clerk provided a brief summary.

The email referred to the recent French Twinning Event which had taken place at Cardinham Woods Cafe on 26 October 2013 and thanked the Council for their assistance and the Mayor, Mayoress and Town Crier for attending the event. This information was noted.

- (f) Any other important item of correspondence which the Mayor considers appropriate –** there were no further items for consideration.

C/2013/145

To consider and, if approved, adopt the Minutes of the Properties Meeting held on 26 September 2013

The Minutes of the Properties Committee Meeting held on 26 September 2013 were approved and passed for signing.

Matters Arising:

Page 3 – item PP/2013/063 – Page 10 – Item PP/2013/053 – Parks Team Gantt Chart – Councillor K W Stubbs advised that he had received an update regarding the St Lawrence's Clock and that the time has now been corrected but some alteration to the pendulum is required to ensure that the clock keeps time correctly.

Page 10 – item PP/2013/070 – Priory Car Park Middle Tier – The Town Clerk was pleased to advise that the work to the Middle Tier of Priory Car Park would be commencing on Monday 2 December and works were expected to last 1 week.

C/2013/146

To consider and, if approved, adopt the Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 17 October 2013

The Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 17 October 2013 were approved and passed for signing.

Matters Arising:

Page 7– item FSPM/2013/091 – The Town Clerk advised that in relation to the query raised by Councillor P Kerridge, a Legislative Reform Order to change Section 150(5) of the Local Government Act 1972 (that is the requirement for 2 councillors to sign all cheques) was laid before Parliament on 11 November 2013. He reported that assuming that neither house of Parliament resolves that the Secretary of State should not make the Order, this will come into force after 40 days.

The Town Clerk further advised that to ensure good governance, the Order and associated guidance will require that the Council puts in place 'robust anti-fraud measures' and that he and the RFO would take a report on this to FS&PM.

C/2013/147

To consider and, if approved, adopt the Minutes of the Promotions Committee Meeting held on 31 October 2013

The Minutes of the Promotions Committee Meeting held on 31 October 2013 were approved and passed for signing.

Matters Arising:

Page 9 – item PR/2013/041 – Bodmin Information Centre c) The Spring Fair, NEC, Birmingham (February 2014) – Councillor S J Horne advised that subject to her travel expenses being agreed, she would be accompanying the Information Officer to this event.

C/2013/148

To consider and, if approved, adopt the Minutes of the Policy Committee Meeting held on 14 November 2013

The Minutes of the Policy Committee Meeting held on 14 November 2013 were approved and passed for signing.

Matters Arising:

Page 3 – item POL/2013/044 – Any other urgent and relevant item, for information, that the Chairman considers appropriate – the Town Clerk thanked Councillor A Kerridge for the useful information she had provided at this item. He advised that it had offered the Council some degree of comfort as there were a number of counties where this funding would no longer be available to local councils.

C/2013/149

To consider and, if approved, adopt the Minutes of the CCTV Committee Meeting held on 4 November 2013

The Minutes of the CCTV Committee Meeting held on 4 November 2013 were approved and passed for signing.

C/2013/150

Membership of CCTV Committee – to note the resignation of Councillor L G J Kennedy as a Member of this Committee and to consider appointing Councillor M E Dominey (the Council's Safer Bodmin Action Group Representative) as a Member of the CCTV Committee.

It was **AGREED** that Councillor M E Dominey would replace Councillor L G J Kennedy on the CCTV Committee.

C/2013/151

Safer Bodmin Action Group – Councillor M E Dominey to report

Councillor M E Dominey provided a detailed report on the recent Safer Bodmin Action Group Meeting which had been attended by representatives from the Police, Cornwall Council and BTC.

She advised that the police were fully aware of the anti-social use of vehicles in town and had recently seized a vehicle under Section 29, following problems with boy racers in Priory Park. This news item was widely publicised to ensure that the message was emphasised.

Councillor Dominey advised that the Police are also working to resolve the problems related to 'legal highs'. The Police have informed that many of these substances are purchased online and they are working with an experienced Officer to carry out educational work and this will be reported as a good news story on the Safer Bodmin website.

Councillor Dominey further advised that local policing updates and newsletters would be produced and circulated in future as there is a need report news stories appropriately. She encouraged Members to contact David George, Community Safety Officer, Cornwall Council, if they wished to discuss any items.

The Mayor thanked Councillor Dominey for her comprehensive report.

C/2013/152

Town Framework Working Group

A copy of Councillor P Kerridge's proposal had been circulated with the agenda.

Councillor P Kerridge advised that there was a need to get a plan agreed and implemented as soon possible and that the formation of a working group would enable the Council to work with Better Bodmin/ other representatives within the town and progress the plans for the future of Bodmin. Councillor Kerridge expressed his concern that if BTC does nothing to press ahead with the development of the town, so might Cornwall Council.

Councillor L G J Kennedy endorsed the concept and proposed the following amendments:

To retain the first paragraph as set out and include the following additional text thereafter:

This Council agrees to form a Committee/Working Group, meeting at least quarterly, to scrutinise and ensure delivery, prioritisation, review and constructive challenge of the 'Town Framework' process.

This Council further agrees to invite key Stakeholders (to be decided) to join the Committee/Working Group for the purposes as stated in 1(b) under the Chairmanship and administration of the Town Council.

This Council authorises and instructs the Town Clerk to use the Offices at his disposal to promote and investigate the motion, reporting the progress at the next Full Council Meeting or ddmmyyyy (to be agreed).

Councillor J Gammon questioned whether this Working Group represented a duplication of the role of the Cornwall Councillors, who are paid to undertake this work. Councillor Kennedy responded, stating that as well as the input of the Cornwall Councillors, there is a need for BTC to lead on this matter to ensure the best outcome.

Following discussion, it was **AGREED** to adopt of the terms of reference for this Working Group as set out in the composite proposal above.

Noted that Councillor J M Lyne abstained from voting on this item.

C/2013/153

New income streams for BTC – proposal from Councillor S J Horne

Councillor S J Horne had prepared a report regarding Bus Shelter Advertising by Fernbank which was circulated for information. Since preparing the report, Councillor Horne advised that she had obtained additional information from the company and considered that using their services could save the Council money and staff time.

She explained that Fernbank would sell advertising space in the Council's Bus Shelters and in return they would maintain and clean the bus shelters. If the existing bus shelters were not suitable, Fernbank would replace them at their own cost. With regards to inspections, Councillor Horne informed that weekly checks would take place of those shelters with advertisements and any shelters without advertisements would be inspected on a monthly basis.

The Town Clerk advised that he had received nothing but positive reports from Launceston and Falmouth who both currently work in partnership with Fernbank. Councillor L G J Kennedy endorsed this concept.

Councillor K W Stubbs queried the length of the contract. Councillor Horne informed that she had asked Fernbank this question and they were flexible in this regard and it would be subject to more detailed discussion.

Members were supportive of this concept and it was **AGREED** that Councillor Horne and officers progress the discussions with Fernbank and report back to a future meeting.

C/2013/154 **To consider and, if appropriate, approve the use by Councillors of Samsung Tablets and the Drop Box to access Committee papers**

Due to the sickness absence of the Committee Clerk who had been working on this project, the Town Clerk advised that the Officers had not been able to complete the report in the detail that Members would require.

It was therefore **AGREED** that this item be deferred to allow sufficient time for the information including costings to be prepared.

C/2013/155 **Shire House Roof – to agree a panel of Members to receive and open the returned tender documents in respect of the repair work to the Shire House Roof.**

Following discussion, it was **AGREED** that the following Members comprise the Shire House Roof Panel:

- Councillor A J Coppin;
- Councillor J Gammon;
- Councillors L G J Kennedy;
- Councillor J M Lyne; and
- Councillor R Solomons.

It was confirmed that the Executive Assistant would contact the Panel Members to arrange a meeting prior to the next Properties Committee. This would enable the tender documents to be opened, reviewed and reported to the Committee.

C/2013/156 **Public Rooms Remedial Work – South West Elevation (Report by DCE enclosed) – please note this item links with item 30 in the Confidential Section.**

A copy of the DCE's report had been circulated with the agenda and was noted.

Due to the confidential nature of aspects of this item, it was **AGREED** to consider this item in greater detail later in the meeting at Item 30.

C/2013/157 **Coffee Machines in Shire Hall – item referred from Promotions Committee – Report from Information Officer**

The Town Clerk requested Council's permission to defer this item to the FS&PM Committee Meeting on 12 December 2013 pending further financial information.

Following discussion, it was **AGREED** that this item be deferred as set out above.

C/2013/158 **Christmas Lights – to consider and, if appropriate, agree (a) a donation (£2,482.80) to the Bodmin Christmas Lights Committee in respect of the purchase of new Christmas Lights; and (b) payment for Christmas Lights refurbishment work (£1,200.00) (total net expenditure £3,682.80 - provision for this was contained in the 2013/14 budget – line 1213 refers).**

Following discussion, it was **AGREED** that the above expenditure be authorised as set out.

C/2013/159 **Sustainable Communities Act 2007 – Invitation to Town and Parish Councils to submit proposals**

A copy of the letter from the Department for Communities and Local Government

had been circulated with the agenda and was noted.

C/2013/160

To consider and, if appropriate, pass for payment the Schedule of Accounts for November 2013.

The Schedule of Accounts for November 2013 was approved and passed for signing from cheque numbers 121278 to 121350 in the sum of £79,709.70.

C/2013/161

Questions to the Mayor – there were no questions for the Mayor.

Due to the confidential nature of the next business it was **RESOLVED** to go into Committee.
Please see separate page.