

MINUTES of the Meeting of **Bodmin Town Council** held on Thursday 17 January 2019 at 6.30 p.m. in the Shire House Suite, Shire House, Bodmin

PRESENT: The Mayor, Councillor S H Kinsman, presiding, together with Councillors E M Ahern, J A Bassett, P Brown, J P Cooper, P T Cooper, J R Gibbs, D A Henderson, A M Kerridge, K J Phillips, P L G Skea and K W Stubbs.

IN ATTENDANCE: Mr S Facer (Town Clerk (TC)), Mrs A Banks (Responsible Finance Officer (RFO)) Mr P Martin (Executive Support Officer (ESO)) and Mrs Beth Briggs (Senior Admin Assistant (SAA)).

CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES:

The Chairman welcomed the public to the meeting and outlined the format the meeting would take. She then invited Councillors and Officers to introduce themselves.

The Chairman announced that she was sorry to inform Members of the death of Revd Canon Graham Minors who had previously served as a Bodmin Town Councillor. Members commented that they were saddened to hear this news and that their thoughts were with Revd Minors' family at this difficult time.

The Chairman also announced that the Minutes and Confidential Minutes from the FS&PM Committee (Budget) Meeting held on 3 January 2019 (minute ref C/2019/007 and C/2019/023 refer) were to be deferred to a special meeting of the Council to be held on 24 January 2019 which would allow Members to review and approve the 2019/20 budget, precept and transfers to and from reserves.

Apologies had been received from Councillors A J Coppin, L L Frost, J Gammon and L F Sanders.

		Action	Date
C/2019/001	<p>Declarations of Interest</p> <p>There were no declarations of interest.</p>		
C/2019/002	<p>Public representation session</p> <p>There were eight members of the public present and two people indicated that they wished to speak.</p> <p>The first member of the public to speak introduced herself as Sarah Yeo, a local business owner who wished to hold a Christmas market in the town on a provisional date of 8 December 2019. The Chairman commented that they had been corresponding via email in the lead up to the meeting and read out a plan that she had received from Sarah indicating that she was interested in using a number of locations including Fore Street, Honey Street and Priory Park/Car Park. The Chairman noted that she had already advised Ms Yeo that not all of these locations were under Town Council ownership and Ms Yeo confirmed that she was also in contact with Cornwall Council in this regard. The Chairman also noted that Ms Yeo was aware of the necessary licences she would need to obtain. She also commented that she hoped such an event would attract some media interest.</p> <p>Members noted that, since the event might possibly involve road closures it was perhaps worth considering holding the event on the</p>		

	<p>same date as the Christmas lights switch on event. It was noted that there would be costs associated with any road closures for the event. Ms Yeo confirmed that the 8 December was a provisional date and she would be happy to discuss this further.</p> <p>The Chairman commented that Ms Yeo should keep the Town Council informed as arrangements progress and that they would be happy to look at where they might be able to work with Ms Yeo to help facilitate arrangements.</p> <p>The Town Clerk noted that Officers would be able to check that prospective dates did not clash with any other events in the calendar and that the ESO would be able to assist in terms of liaison with the Promotions Committee as matters arise.</p> <p>Councillor P T Cooper, as a Town Council representative on the Christmas Lights committee, commented that he would mention the event to them at their upcoming AGM on 29 January. The Chairman confirmed that she would pass the information Ms Yeo had provided to Councillor Cooper. The Town Clerk noted that the committee usually looked to hold their Christmas light switch on event on the last Friday of November.</p> <p>Councillor J A Bassett, as a member of the Bodmin Chamber of Commerce and member of the Promotions Committee, noted that she would be happy to relay the information to the Chamber of Commerce and assist with liaison with the Promotions Committee.</p> <p>It was AGREED that Officers would check to see if BTC locations were available on the proposed Christmas Market event date and advise Ms Yeo.</p> <p>It was AGREED that the Chairman would forward information regarding the Christmas Market provided by S Yeo to Cllr P Cooper.</p> <p>It was AGREED that Councillor J Bassett would liaise with the Bodmin Chamber of Commerce regarding support with the proposed Christmas market.</p> <p>Members wished Ms Yeo the best of luck with the project.</p> <p>A second member of the public introduced herself as Sarah Alcock. She wished to speak on the Cornwall Site Allocations DPD in relation to prospective development on Halgavor Moor. She noted that the decision from the Inspector was near and that she felt that the comments on the 'Summary of reps and officer comments spreadsheet' on Cornwall Council's website did not adequately address local residents' concerns. She enquired as to whether it would be possible to add a standing item on each Full Council agenda to allow regular discussion and updates on the matter. She felt that, assuming the Site Allocations DPD was passed, there needed to be increased awareness of the subsequent planning applications coming through the Town Council's Planning Committee.</p> <p>The Chairman reiterated that the Town Council are consultees on all planning applications and that all applications would go through the</p>	<p>TC</p> <p>SK</p> <p>JB</p>	<p>02.02.19</p> <p>29.01.19</p> <p>28.02.19</p>
--	---	-------------------------------	---

	<p>Planning Committee as and when they were received but that final decisions were made by Cornwall Council as the local planning authority. She commented that Planning Committee meetings were the most appropriate place to address these applications as they would not ordinarily be brought to Full Council. It was also noted that Full Council meetings were held every two months, compared to Planning Committee meetings being held twice a month.</p> <p>Ms Alcock commented that she felt that there was not enough awareness in the community and she asked that the Town Council do more to raise awareness of their meetings. She also commented that it was difficult for her and others to attend daytime weekday meetings, noting that the Planning Committee meetings take place at 9.30 a.m. on a Wednesday.</p> <p>The Chairman responded to confirm that all committee agendas were posted on the Town Council's website and Facebook page and encouraged members of the public to follow that page to be kept informed about upcoming Planning Committee meetings. Agendas were also displayed on notice boards.</p> <p>Councillor J A Bassett, as a member of the Town Council Planning Committee, commented that it might be possible to keep a tally of the numbers of houses within proposed developments on the allocated sites that came through as planning applications.</p> <p>The Chairman also reiterated that the number of houses in the Site Allocation DPD related to the number to be delivered within the DPD timeframe and that the total number of houses going through the planning application process would not necessarily reflect the number of houses built due to non-delivery of some developments. The number going through the planning application process would allow for such slippage.</p> <p>The Chairman also noted that the outcome of the Inspector's examination would be brought to a future Planning Committee meeting.</p> <p>Councillor J P Cooper, as Vice-Chair of the Town Council Planning Committee, enquired as to whether it would be helpful for public attendance if Town Council Planning Committee meetings alternate between daytime and evening (6.30 p.m. start). He commented that the Chair of the committee (who was not in attendance) would make that decision and could be consulted should that be of interest.</p> <p>It was AGREED that the Town Clerk would discuss resource implications with the Chairman of Planning.</p> <p>The Chairman commented that there was a public representation session at the beginning of every Committee and Full Council meeting and that Ms Alcock was welcome to continue to attend Full Council meetings to speak on the matter.</p> <p>Ms Alcock indicated that some evening Planning meetings may be of assistance but that she would continue to attend Full Council meetings on a Thursday evening.</p>	TC	14.02.19
--	---	----	----------

C/2019/003	<p>To consider and, if approved, adopt the Minutes of the Full Council Meeting held on 15 November 2018</p> <p>The Town Clerk noted that there was an administrative error at the top of page 13 which needed correcting where a query from the Mayor to the Senior Admin Assistant noted on a previous draft of the minutes had been left in and would therefore be removed.</p> <p>The Minutes of the Full Council Meeting held on 15 November 2018 were approved and passed for signing, subject to the minor amendment outlined above.</p> <p>Councillors J A Bassett, J P Cooper and K J Phillips abstained from voting on this item.</p>		
C/2018/004	<p>To consider and, if approved, adopt the Minutes of the Properties Committee Meeting held on 29 November 2018</p> <p>The Minutes of the Properties Committee Meeting held on 29 November 2018 were approved and passed for signing.</p> <p>Councillors E M Ahearn, J A Bassett and P Brown abstained from voting on this item.</p> <p>Matters arising</p> <p>Page 4/5 – PP/2018/101 – Machinery Shed – The Town Clerk noted that, further to discussion at the FSPM (Budget) Meeting on 3 January 2019 this project had now been put on hold.</p>		
C/2019/005	<p>Minutes of the Planning Committee Meetings held on 21 November, 5 December and 19 December 2018 and 2 January and 16 January 2019</p> <p>Minutes of the Planning Committee Meeting held on 21 November 2018</p> <p>The Minutes of the Planning Committee Meeting held on 21 November 2018 were approved and passed for signing.</p> <p>Councillors J P Cooper, P T Cooper, D A Henderson and K J Phillips abstained from voting on this item.</p> <p>Minutes of the Planning Committee Meeting held on 5 December 2018</p> <p>The Minutes of the Planning Committee Meeting held on 5 December 2018 were approved and passed for signing.</p>		

	<p>Councillors E M Ahearn, P T Cooper, D A Henderson and K J Phillips abstained from voting on this item.</p> <p>Minutes of the Planning Committee Meeting held on 19 December 2018</p> <p>The Minutes of the Planning Committee Meeting held on 19 December 2018 were approved and passed for signing.</p> <p>Councillors E M Ahearn, J P Cooper, P T Cooper, D A Henderson and K J Phillips abstained from voting on this item.</p> <p>Minutes of the Planning Committee Meeting held on 2 January 2019</p> <p>The Minutes of the Planning Committee Meeting held on 19 December 2018 were approved and passed for signing.</p> <p>Councillors E M Ahearn, P Brown, J P Cooper, P T Cooper, D A Henderson and K J Phillips and P L G Skea abstained from voting on this item.</p> <p>Minutes of the Planning Committee Meeting held on 16 January 2019</p> <p>The Minutes of the Planning Committee Meeting held on 16 January 2019 were approved and passed for signing.</p> <p>Councillors E M Ahearn, P T Cooper, D A Henderson and K J Phillips abstained from voting on this item.</p> <p>Matters arising</p> <p>Page 5 – P/2019/011 – Garland Ox Public House window replacement – The Town Clerk updated Members that the Cornwall Council Planning Team had originally not been minded to support this application as the applicant had not provided sufficient evidence that the uPVC replacement windows proposed would be fabricated maintaining similar detailing and appearance to the existing timber windows which they would replace. However, the applicant had now provided professionally drawn plans with sufficient detail to satisfy the planning department that the uPVC would match the existing appearance.</p> <p>With the benefit of the full details supplied, the Cornwall Council Planning Team was now minded to reverse the original decision and approve this application as the detail now provided was sufficient to conclude that the replacement uPVC windows would conserve the character of the conservation area. The Town Council Planning Committee had, with the information available to them at the time, recommended objecting to this application. However, the new information available suggested that the replacement of these windows would not constitute a material change and therefore the Town Council Planning Committee would agree to disagree on this occasion. This information was noted by Council and action endorsed.</p>		
--	---	--	--

C/2019/006	<p>To consider and, if approved, adopt the Minutes of the Promotions Committee Meeting held on 6 December 2018</p> <p>The Minutes of the Promotions Committee Meeting held on 6 December 2018 were approved and passed for signing.</p> <p>Councillors E M Ahearn, P Brown, P T Cooper and K J Phillips abstained from voting on this item.</p>		
C/2019/007	<p>To consider and, if approved, adopt the Minutes of the Finance, Staffing and Performance Management Committee Meetings held on 6 December (Pre-Budget) and 13 December 2018 and 3 January 2019 (Budget) Meeting</p> <p>Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 6 December 2019 (Pre-Budget)</p> <p>The Minutes of Finance, Staffing and Performance Management Committee Meeting held on 6 December (Pre-Budget) 2018 were approved and passed for signing.</p> <p>Councillor J A Bassett abstained from voting on this item.</p> <p>Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 13 December 2019</p> <p>The Minutes of Finance, Staffing and Performance Management Committee Meeting held on 13 December 2018 were approved and passed for signing.</p> <p>Councillors J A Bassett and K J Phillips abstained from voting on this item.</p> <p>Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 3 January 2019 (Budget) Meeting</p> <p>The Chairman reiterated that approval of these minutes would be deferred to the Special Council meeting to be held on 24 January 2019.</p>		
C/2019/008	<p>Actions and resolutions arising from meetings</p> <p>A copy of the Actions Spreadsheet (Open) was circulated with the agenda.</p> <p>The Chairman noted that, as agreed at the Full Council meeting held on 15 November 2018 (minute ref C/2018/215 refers) a new set of actions spreadsheets had been created. The open spreadsheet was circulated with the agenda under the current item, and the confidential spreadsheet would be presented under item C/2019/24.</p> <p>The Town Clerk commented that the spreadsheets were used by Officers to capture actions and resolutions and that the Auditor was also</p>		

	<p>supportive of these spreadsheets. He noted that the spreadsheet had traditionally been circulated to Members, but would now be shared at each Full Council meeting, with the open spreadsheet also being shared with the public with the agenda pack on the BTC website.</p> <p>The Chairman noted that the colour-coding related to the different coloured papers used for each Committee.</p>		
C/2019/009	<p>To consider and, if appropriate, approve new minute template with action columns</p> <p>A draft template of the proposed new minute format was circulated with the agenda.</p> <p>The Town Clerk noted that, in consideration of item C/2019/008 above which the Officers use to monitor progress and resolution of actions, the addition of action columns to the minutes would be a duplication of work.</p> <p>Members felt that the actions would be written up in the minutes and spreadsheets anyway so did not see this being a duplication of effort. The Town Clerk informed that the actions spreadsheet captured more information than could reasonably fit in the action column in minutes as some narrative was required for Officers and the Auditor to refer to. He confirmed that the Auditor would not refer to minutes, as the spreadsheet provided a single source document and therefore needed an appropriate level of detail. As such, this would not require the SAA to simply cut and paste from one document to the other but type text into both formats.</p> <p>The Town Clerk commented that the additional action columns would extend the pages of the minutes significantly and that creating the new minutes layout, in addition to the actions spreadsheets to be circulated every Full Council meeting, would increase printing and paper costs so encouraged Members to utilise their tablets at meetings.</p> <p>The RFO commented that all Members had been issued with tablets and that the requirement for paper copies should be minimal. It was noted that in some circumstances a paper pack was required and that Officers would issue a pack but that these should be a small number.</p> <p>The Chairman noted that, should the Council choose to adopt the new template, an action and timeframe for delivery would need to be captured for each item. She also noted that, under normal circumstances, the Town Clerk would note actions from each meeting and then delegate the work to staff as appropriate and that the timeframe for this, in consideration of Officers' workloads, cannot always be accurately predicted during the meeting where the action is agreed.</p> <p>Members felt that the new template would be useful for them to easily see the actions coming out of each meeting.</p> <p>It was AGREED to adopt the new minutes template with action columns.</p>	SAA	18.01.19

C/2019/010	<p>Cornwall Community Governance Reviews, to include:</p> <p>a) Email from Cornwall Association of Local Clerks (CALC) dated 20 December 2018</p> <p>b) Email from Chair of Cornwall Electoral Review Panel dated 24 December 2018</p> <p>c) Email from CALC regarding conference to be held on Saturday 16 February 2019</p> <p>Copies of the emails were circulated with the agenda.</p> <p>The Town Clerk noted that the deadline for expressions of interest for a Community Governance Review was 8 February 2019, and that the conference where Members would get more information was not until 16 February 2019.</p> <p>The Town Clerk reported that the cost per delegate to attend the conference was £15.00 and that places had to be booked by name rather than just by organisation. Members indicating their interest in attending the Conference on 16 February were Councillors J A Bassett, J P Cooper, P T Cooper (provisionally, would confirm availability with the Town Clerk the following day), J Gammon who was not present but had expressed her interest in advance as the CALC representative for BTC and K W Stubbs. The Town Clerk also confirmed that he would attend the conference and that he would consult Councillor L L Frost, who was not present at the meeting, as to whether he was attending in his capacity as a Cornwall Councillor or whether he would like to attend as a BTC Councillor.</p> <p>Following discussion, it was AGREED that the Town Clerk would make the appropriate booking for delegates, to include Councillors Bassett, J Cooper, P Cooper (subject to confirmation), Gammon and Stubbs.</p> <p>It was AGREED that Councillor P Cooper would attend the CALC Governance Review meeting, subject to confirming his availability</p> <p>It was AGREED that the Town Clerk would respond to the email from Chair of Cornwall Electoral Review Panel highlighting that an expression of interest at this stage was based on further detail and clarity being available at the conference on 16 February.</p> <p>It was AGREED that BTC should express their interest in having a Community Governance Review and that the 'boundary of your parish' should be selected as an issue which at this stage may require review.</p>	<p>TC</p> <p>PC</p> <p>TC</p> <p>TC</p>	<p>08.02.19</p> <p>18.01.19</p> <p>08.02.19</p> <p>08.02.19</p>
C/2019/011	<p>Update on Bodmin Town Council Objectives</p> <p>A report was circulated with the agenda.</p>		

	<p>Cemetery: The Town Clerk reported that Officers were continuing to identify land for a new cemetery which was less than straightforward. He noted that they had been in liaison with the Community Link Officer who had assisted in identifying some potential land and that letters would be sent to landowners.</p> <p>Some Members felt that Cornwall Council could offer more assistance in this matter. The Chairman advised that Councillor L L Frost had been following up on this on BTC's behalf. Councillor A M Kerridge also confirmed that she was aware that Councillor J Gammon was also investigating the most appropriate person to speak to at Cornwall Council to progress matters.</p> <p>Some Members felt that more information should be sought from Cornwall Council as to their expenditure on the cemeteries they manage noting that some towns get their cemeteries provided by Cornwall Council. Councillor P T Cooper proposed submitting a Freedom of Information (FOI) request in the regard. Councillor J P Cooper felt that the FOI request should be sent to the Chief Executive of Cornwall Council. The Town Clerk advised that there was an FOI team at Cornwall Council who would likely process the request.</p> <p>It was AGREED to support an FOI request to Cornwall Council regarding management of cemeteries with Councillor P Cooper providing the scope and detail of the request to the Town Clerk for submission to Cornwall Council.</p> <p>Relocation of staff to Shire Hall: The Town Clerk confirmed that works had commenced on 14 January 2019.</p> <p>Contract negotiations: Hillside Park – the Town Clerk advised Members that a provisional date of 5 February 2019 had been agreed with the Solicitors for a Special Council Meeting to progress this matter, subject to BTC having received the necessary documentation in time.</p>	PC & TC	21.01.19
C/2019/012	<p>Neighbourhood Plan – update on meeting of Awareness Raising Working Group held on 13 December 2018</p> <p>Councillor J P Cooper reported that the Working Party had discussed the Terms of Reference during their meeting.</p> <p>Councillor Cooper reported that the next meeting had been arranged to take place on 21 January 2019 with a view to exploring the possibilities of a Neighbourhood Plan once the Terms of Reference had been agreed. He noted that a representative from St Ives, who was involved in the creation of their Neighbourhood Plan, was attending the meeting to offer advice.</p> <p>It was AGREED that Councillor J P Cooper would report back to Full Council with more information.</p>	JC	21.03.19
C/2019/013			

	<p>Bodmin Growth Deal Review – to update following meeting held on 13 December 2018</p> <p>Councillor P Brown reported that he, along with the Mayor and Town Clerk, had met with representatives from Cornwall Council to discuss the Growth Deal Review. He reported that he felt disappointed that Cornwall Council had not been prepared to hold a Lessons Learnt event with the community. The Chairman advised that the Community Link Officer had agreed to do a report at a forthcoming Full Council meeting and that she had also offered to attend a slot prior to the Annual Town Meeting on 7 March 2019 with representatives from Cornwall Council in order to conduct surgeries for Members and the public to speak to them about any relevant matters, including the Growth Deal.</p> <p>The Town Clerk noted that the outcome of the Stage 4 Road Safety Audit was awaited and this was not something Cornwall Council was obliged to undertake but they were committed to carrying out. He also noted that Cornwall Council was reviewing the road lighting within the low speed environment to ensure it was adequate and would adjust it as necessary. This was being supported by Cornwall Councillor P Rogerson.</p> <p>The Town Clerk reported that the feedback they had received from Cornwall Council indicated that vehicular speeds had reduced by 15% since the reduction of the low speed environment and that the air quality had improved by 22%.</p> <p>The Chairman reported that Cornwall Council had confirmed during the meeting that they had addressed the actions coming out of the previous safety reviews that had been conducted. Although they had not provided a report to confirm this. Members felt that they would like to see such a report.</p> <p>Some Members wished for more detail as to how and when the air quality was measured. They also wished to know whether previous feedback regarding the size of the signs on entering the low speed environment would be resulting in larger signs being provided. The Chairman confirmed that a request for this information could be sent to Cornwall Council in this regard.</p> <p>It was AGREED that the Chairman would request the relevant Road Safety Review audit reports and air quality testing / monitoring data from Cornwall Council.</p> <p>It was AGREED that the Chairman would write to Cornwall Council to understand what action was being taken to improve the low speed environment signage.</p> <p>Councillor P Brown wished to have it recorded that he felt it was only a matter of time before there was a serious accident at the Church Square junction. It was noted that there had been no reported accidents at that site to date.</p> <p>The Chairman reported that Cornwall Council had taken a number of actions away from the 13 December 2018 meeting and she and the</p>	SK	21.03.19
		SK	21.03.19

	Town Clerk would continue to follow up with them in this regard. She noted that Cornwall Council had acknowledged that they had learnt lessons in terms of communication surrounding the project and what could be done differently should such a scheme be undertaken in future.		
C/2019/014	<p>Local Government Boundary Commission – Electoral Review of Cornwall: Final Recommendations – to consider a corporate response to the online opinion survey, which can be found at http://www.lgbce.org.uk/about-us/lgbce-opinion-survey</p> <p>A full copy of the report can be found online at: www.lgbce.org.uk and an interactive map can be found at https://consultation.lgbce.org.uk</p> <p>The Chairman commented that the Boundary Commission’s aim was to even out the population (of voters) between wards. She noted that the numbers provided in the review for the three Bodmin wards were 5,320 in Bodmin St Mary's & St Leonard, 4,661 in Bodmin St Petroc's and 4329 in Lanivet, Blisland & Bodmin St Lawrence.</p> <p>The Town Clerk commented that this review had been done in the context of the Cornwall Council division of boundaries based on the recommended adjustment from 123 down to 87 Cornwall Councillors.</p> <p>The Town Clerk confirmed that there was no deadline for this review and that the Commission had confirmed that they had no intention to take the survey offline in the near future.</p> <p>Members felt that the Site Allocation DPD had not been taken into account in consideration of these figures.</p> <p>It was AGREED that the Town Clerk draft a corporate response to the survey to comment that the Town Council feels that not enough consideration has been given to the future growth of the town, which will generate more voters. The Town Council would request that the Commission reconsider the numbers as well as the boundaries, feeling that it would make geographical sense for St Lawrence to be included with Lanhydrock.</p> <p>The Town Clerk commented that he would look at the format of the online survey and come up with wording to fit that format and email it to Councillors for comment prior to submission.</p>	TC	21.03.19
C/2019/015	<p>Visions and Priorities for Bodmin</p> <p>A report was circulated with the agenda.</p>		

	<p>Councillor J A Bassett reported that this idea had started with the Chamber of Commerce, Bodmin Breakfast Group and Better Bodmin having held joint discussions about how to grow Bodmin's economy. Neil Pendleton had been tasked, as facilitator, to come up with a view to producing a vision statement with 10 key priorities requiring action.</p> <p>The Chairman commented that this was likely to take the form of a four page summary document, with a set of chapters behind that document which could be used to support bids to gain access to support and funding including, for example, the Future High Street Fund.</p> <p>The Chairman noted that on 5 March 2019, Cornwall Council Senior Executives were due to tour of Bodmin. If the document was ready for this date, it could be used to promote Bodmin. She noted that the next meeting, with Neil Pendleton, is scheduled for 19 February 2019 and that, once the draft document was in place, it would be circulated for wider consultation.</p>		
C/2019/016	<p>Risk Management update</p> <p>A copy was circulated with the agenda.</p> <p>This report was noted.</p> <p>It was also noted that a Risk Management Working Party meeting had been arranged to review the current risks.</p>		
C/2019/017	<p>Any important item of correspondence which the Mayor considers appropriate</p> <p>There were no items of correspondence to consider.</p>		
C/2019/018	<p>To consider and, if appropriate, pass for payment the Schedule of Accounts for January 2019</p> <p>Payment ref 4300001222 – Drew Memorials – Repair to memorial – The Town Clerk clarified, when questioned, that this payment was for a repair to a memorial in the cemetery and did not relate to the war memorial.</p> <p>Payment ref 4300001217 – Cormac Solutions Ltd. – It was queried as to whether the RFO was aware as to what proportion of this payment was for fuel. The RFO responded to confirm that, when the accounts</p>		

	<p>team moves across to new the Sage software, the accounts reporting will change so members will see the figure for each individual invoice.</p> <p>Payment ref 4300001256 – Wovina Woven Labels – The cost of production of the Mayoral Cadet badges was queried, with the RFO confirming that the cost related to a minimum order quantity and meant that the Town Council now had a supply of badges which would last a number of years.</p> <p>Payment ref 4300001223 – The costs of the preparation of four graves was queried. The Town Clerk responded to confirm that this related to the period between the back hoe breaking and the purchase of the mini digger. He noted that this cost demonstrated why the mini digger had been a sound investment, with Officers having calculated the cost of sub-contracting the preparation of graves over a 10 year period (the estimated life of the mini digger) equating to around £80,000 as previously covered in a report by the Parks Manager which had been through Council previously.</p> <p>The Schedule of Accounts for January 2019 was approved and passed for signing from payment ref 4300001211 to 430001269.</p>		
C/2019/019	<p>Questions to the Mayor</p> <p>Councillor K J Phillips reported that she had been contacted by the Business Editor of Cornwall Live, enquiring as to the Town Council's thoughts regarding the closure of Barclays Bank and that she was looking to get a united opinion to feed back to him. Councillor J A Bassett confirmed that she had also spoken to him.</p> <p>The Chairman commented that the Town Council's message had been that they regretted the loss of any bank in the town.</p> <p>The Town Clerk noted that whilst not ideal, the Post Office accepts cash payments and accommodates banking for banks without a branch in town. Members felt that this service was limited and had drawbacks.</p> <p>It was AGREED that Members would email Councillor K J Phillips with their individual thoughts on the closure of Barclays Bank to enable Councillor Phillips to respond to Cornwall Live.</p> <p>On a separate matter, Members wished to enquire as to the progress with the new website. The Chairman reported that staff were currently working hard to populate the website, and that approximately 70% of the content was now loaded. The Information Officer was working with Rokk Media to obtain a view-only link to the website which would be circulated to Councillors via email. It was noted that progress of website</p>	All Memb ers	25.01.19

	<p>would be discussed at the next Promotions Committee meeting. Members felt that, once there was a clear idea as to when the website was likely to be ready, a launch event of some kind should be discussed.</p> <p>It was AGREED that an item relating to the Website would be added to the Promotions Agenda for its meeting on 7 February.</p>	SAA	01.02.19
--	--	-----	----------

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