

**MINUTES** of the Meeting of **Bodmin Town Council** held on Thursday 21 March 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 Ahearn, J A Bassett, P Brown, A J Coppin, J P Cooper, P T Cooper, L L Frost, J Gammon, J R Gibbs, D A Henderson, A M Kerridge, K J Phillips, L F Sanders, P L G Skea and K W Stubbs.

**IN ATTENDANCE:** Mr S Facer (Town Clerk (TC)), Mr P Martin (Executive Support Officer (ESO)) and Mrs B Briggs (Senior Admin Assistant (SAA)).

#### **CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES:**

The Chairman noted that, due to the size of the agenda for the meeting and the fact it was the last meeting of the Full Council before the new mayoral term, she would be limiting the public representation session to a maximum of 15 minutes.

The Chairman noted an error on the agenda under item 18 (Minute C/2019/055 refers) – Election of Deputy Mayor Elect for 2018/19. It was noted that the year had been incorrectly been listed as it should read 2019/20 so she confirmed that the nomination process would be for the 2019/20 period. This administration error was noted by the Council and it was noted that the nomination for Deputy Mayor Elect was for 2019/20.

The Chairman noted that Item C/2019/59 would be withdrawn due to technical issues around the seconding of the motion in line with Standing Order 15.

The Chairman then noted that there were some issues with the Wi-Fi connection in the room and apologised if it might therefore take a little longer than normal to download items on Members' tablets.

Apologies had been received from the Responsible Financial Officer.

		Action	Date
C/2019/039	<p><b>Declarations of Interest</b></p> <p>Councillor L L Frost declared a Non-Registerable interest in item 9 on the agenda – St. Nicholas Street drainage works (Minute C/2019/46 refers) due to involvement in discussions relating to these works in his capacity as a Cornwall Councillor.</p> <p>Councillor Frost also noted, that with regards to item 23 on the agenda – Cornwall Council notice of Polling Districts and Polling Places Review (Minute C/2019/60 refers), although he was a member of the Cornwall Council Electoral Review Panel and a decision maker in that process, he had taken advice from Cornwall Council and he would therefore listen to any debate by the Town Council, but he would not take part in the debate or discussion. As such, he noted that he would not be speaking during this item and would not take part in any vote in his capacity of Town Councillor but felt it would be useful to remain in the meeting for the item in order to listen to the debate.</p>		
C/2019/040	<p><b>Public representation session</b></p> <p>Councillors and Officers introduced themselves to the public present at the meeting. A member of the public commented that, although the</p>		

	<p>Chairs request for introductions were useful, she would find it helpful for Members to have name plates in front of them on the table to allow members of the public to identify Members.</p> <p>Mrs Christine Howard introduced herself and wished to speak in relation to items on the agenda relating to the Neighbourhood Plan Working Party (items 21 and 22 refers (Minute C/2019/58 and C/2019/59 refers). She read out the following statement:</p> <p><i>“As the Co-Ordinator of the ‘Save Halgavor Moor’ campaign, I have been asked to express the Residents’ decision for our Councillors to vote for a Neighbourhood Plan (NP) to be instigated as soon as possible.</i></p> <p><i>I refer to the meeting we held at the Bodmin College on the 19th October 2018, chaired by Scott Mann MP. Matthew Brown (Planning Delivery Manager West Cornwall), and Bob Egerton (Portfolio Holder for Planning and Economy) both emphasised the need for Bodmin to have a Neighbourhood Plan.</i></p> <p><i>At the end of the meeting, Scott Mann MP asked for a show of hands in favour. Approximately 300 people attended the meeting, and the result showed clear support by the majority, if not all, the public. Scott also expressed his keenness for Bodmin to instigate a NP asap.</i></p> <p><i>After attending the Planning Meeting (for Outline Permission) for Westheath, whereby the residents’ views and opinion were neither backed up or represented by their elected Ward Member - who supported the Application without question. The objections and representation of the Residents and that of the Bodmin Town Councillor were ignored, and this Application was passed.</i></p> <p><i>We know a NP does not stop development, but in this case it could have mitigated some of the criteria that caused concern for the Residents. On behalf of our ‘Save Halgavor Moor Campaign’ residents, and requests from many other members who have supported us and have concerns with other areas of Bodmin – we ask that our Bodmin Town Councillors apply to Cornwall Council under the Neighbourhood Planning General Regulation 2015, and 61G Town and Country Planning Act 1990, with formal notification of designation of a Neighbourhood Plan area.”</i></p> <p>The Chairman thanked Mrs Howard for her statement and commented that these views would be considered during the discussion under item 21 on the agenda (C/2019/58).</p> <p>Two other members of the public then spoke in support of Mrs Howard’s statement, feeling that a Neighbourhood Plan was important in terms of control over future housing plans as well as the environmental impact on Halgavor Moor and the River Camel.</p> <p>The Chairman commented that the possible creation of a Neighbourhood Plan was an ongoing discussion and that the pros and cons of such a plan must be carefully considered. She noted that the ‘Save Halgavor Moor’ group had put a lot of information forward and that this information would be considered as part of the development of a NP should Council agree its development.</p>		
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	<p>A member of the public wished to speak in relation to item 16 on the Agenda – Actions and resolutions arising from meetings (C/2019/53 refers). She noted that she liked the layout of the actions spreadsheet and found the information helpful. She wished to know where the Parks' Team Machinery Shed was located as she wanted to get a better understanding of the money being spent on architect fees. The Town Clerk advised that this project was on hold and in answer to a question regarding the location of the facility, directed the member of public to the location of the Parks department depot.</p> <p>Mr Will John, Head of Property for Cornwall Care introduced himself and wished to speak in relation to item 40 on the agenda – To authorise disposal of Bodmin Town Council's land parcel at the site of the former Athlestan House – (Minute C/2019/077 refers). He noted that part of the former Athelstan House site is in ownership of Bodmin Town Council. He commented that a joint valuation had been sought and that Heads of Terms had been agreed with Coastline Housing to build an extra care housing facility, providing elderly care, within the next 18 months to two years. He noted that Cornwall Care is a charitable organisation and that they had the support of Cornwall Council for the project. He asked that Members vote in support of the item that the principle of the sale of the parcel of land be agreed.</p> <p>The Chairman noted that this would be considered under agenda item 40.</p>		
C/2019/041	<p><b>To consider and, if approved, adopt the Minutes of the Full Council Meeting held on 17 January 2019</b></p> <p>The Chairman noted that these minutes had been produced in the new format, as agreed at the Full Council meeting held on 17 January 2019 (minute ref C/2019/009 refers).</p> <p>The Chairman reported that she, the Town Clerk and Councillor D A Henderson had meet with the Cornwall Association of Local Councils (CALC) Executive Officer, who had suggested moving to a system whereby all Committee minutes go to Full Council for noting and approval of any recommendations. She noted that Members would have noticed a new agenda layout for this meeting. This new layout drew out the recommendations of each set of minutes and itemised each recommendation (with any proposed expenditure) on the agenda to allow Members to note the minutes and authorise actions / expenditure in a more transparent manner.</p> <p>The Chairman noted that this new layout included a move to receiving and noting minutes from Committees, which would then be formally adopted at the next Committee meetings. The recommendations, as listed on the agenda, would be approved during this Full Council meeting, and the Full Council minutes would be approved and passed for signing as normal.</p> <p>As such, the Chairman noted that the Full Council and Special Council minutes would be checked for accuracy page-by-page and their</p>		

	<p>adoption voted on whereas, for Committee meeting minutes, Members would only be voting on approving the recommendations as drawn out and itemised on the agenda.</p> <p>The above approach would, in future, require Members to read and understand the actions being agreed as they may not be discussed in depth at Full Council as they were being at the meeting today.</p> <p>As a matter of accuracy, Councillor J P Cooper noted that he was not on the list of attendees. The Town Clerk commented that this would be amended on the final version of the minutes.</p> <p>Matters arising</p> <p><b>Page 2 – C/2019/002 – Public Representation Session – proposed Christmas Market</b> – The Town Clerk confirmed that the event organiser had been advised as to availability of BTC locations. Councillor P T Cooper advised that he had taken the matter to the Christmas Lights Committee and Councillor J A Bassett confirmed that a meeting including the Chamber of Commerce had been arranged for the coming week.</p> <p><b>Page 3 – C/2019/002 – Public Representation Session – proposed move of alternate Planning Committee meetings to evening</b> – The Town Clerk confirmed that this matter had been discussed with the Chair of Planning, Councillor A J Coppin, and that they had considered the repercussions in terms of the ability to receive presentations from individuals external to the Council and also staffing implications. He noted that the secretariat would need to move from the Senior Administration Assistant to the Executive Assistant to accommodate any administration change given minute turnaround implications and that there would be an impact on TOIL with additional evening meetings. The Town Clerk informed that given the existing commitment with the Council's current calendar of evening meetings, this would lead to an increase with Officers being out of the office during their agreed working days given the accrual of TOIL. The Town Clerk considered that the Council would want to assess any adjustments and the concomitant impact through any wider staff structure review process.</p> <p>Councillor Coppin commented that he shared the Town Clerk's concerns, that he felt that the Council already has a number of evening meetings that needed to be administered and was concerned about the resulting impact of adding a further evening meeting.</p> <p><b>Page 9 – C/2019/011 – Update of BTC Objectives – Site for New Cemetery</b> – Councillor P T Cooper commented that the information in the response to the FOI had not been as detailed as the information that had been asked for. He felt that the lack of detail needed to be challenged as there was no information relating to items such as staff costs.</p> <p>It was <b>AGREED</b> that Councillor P T Cooper would liaise with Officers to arrange a time to construct a response to Cornwall Council before the next Full Council meeting.</p>	SAA	22.03.19
	<p>It was <b>AGREED</b> that Councillor P T Cooper would liaise with Officers to arrange a time to construct a response to Cornwall Council before the next Full Council meeting.</p>	PC	23.05.19

	<p><b>Page 10 – C/2019/013 – Bodmin Growth Deal Review –</b> The Chairman noted that BTC were in receipt of a Cornwall Council briefing note relating to the Air Quality Impact of 'Building a Better Bodmin, which had been shared with Members via Dropbox.</p> <p>The Chairman noted some of the headline figures from this report, namely that the average speed of traffic at Dennison Road had reduced by 10%, the volume of traffic had reduced by 6% and Nitrogen Dioxide emissions had reduced by 22%.</p> <p>The Chairman further reported that BTC had received confirmation that all appropriate actions raised within the Stage 3 Safety Review had been completed, although she did not have the Stage 3 report to hand specifying which actions had been achieved.</p> <p>The Town Clerk confirmed that the Stage 3 Review had been shared with Members previously and that the Road Safety Audit (RSA) Stage 4 Review was due to take place in the Spring of 2019. The Chairman commented that she had received an email from Cornwall Council which included the following information regarding the RSA4:</p> <ul style="list-style-type: none"> <li>- The project team has confirmed that the Stage 3 Road Safety Audit (RSA3) recommendations which the designer agreed were required have been addressed.</li> <li>- Gateway signage – issue is lack of space to erect larger signs. The sign on Turf Street is already at the limit of physical clearance from the edge of the road so that vehicles don't strike it. The approach to Berrycoombe Road has a little bit more room but to make the signs larger there would need to be double posts, and the signs would look out of proportion with the surroundings. The streetscape aesthetic rather than the signs is what brings about the behaviour change.</li> <li>- Following onsite meeting with Councillor L L Frost, signage has been amended to improve legibility. In addition, more signs have been delivered in the town where it was felt that there were gaps and, hopefully, legibility is again improved.</li> <li>- Berrycoombe Junction – in consultation with the Road Safety Auditors, it was felt that gateway features tend to have a greater effect with increasing speeds so when an approach is already at the lower end of a speed profile their effectiveness is diminished therefore, as speeds are already low at this junction it would be unlikely to make an appreciable difference. The 'uncertainty' created at the junction was an intentional element of the scheme with the purpose of reducing speeds. A more tactile Gateway, e.g. changed surface texture, might be more effective, but it would mean significantly extending the scheme, and there is a limit to how tactile you could make the surface, given its proximity to housing and need to be consistent with the rest of the scheme.</li> <li>- Overall scheme outcomes: <ul style="list-style-type: none"> <li>• Speeds are down (by about 13%),</li> <li>• Traffic volumes have decreased (by about 5%)</li> <li>• NO2 emissions have decreased by 25% in the Air Quality Management Area</li> </ul> </li> </ul>		
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	<p>The Chairman noted that there was not currently any available data on pedestrian and cyclist numbers, and that they would be shared once available.</p> <p>Councillor E M Ahearn commented that the road signage at Mill Street still informs road users that they are entering a 30mph limit rather than a 20mph and she felt that this needed looking at. Councillor L L Frost commented that he could raise this matter with Cornwall Council.</p> <p>The Minutes of the Full Council Meeting held on 17 January 2019 were approved and passed for signing.</p>		
C/2019/042	<p><b>To consider and, if approved, adopt the Minutes of the Special Council Meeting held on 24 January 2019</b></p> <p>The Minutes of the Special Council Meeting held on 24 January 2019 were approved and passed for signing.</p> <p>Councillor P Brown abstained from voting on this item.</p>		
C/2019/043	<p><b>To receive and note the Minutes of the Properties Committee Meeting held on 24 January 2019 (copy enclosed) and to consider the following recommendations and agree actions and authorise any necessary expenditure:</b></p> <p>The Town Clerk reiterated that the recommendations and expenditure from these minutes had been pulled out and itemised on agenda. Therefore, Members were required to make decisions regarding the recommendations and agree any levels of expenditure, as set out on the agenda:</p> <p><b>PP/2019/04(b)</b> – Shire House Working Party to convene and provide new scale of hire charges for Shire House</p> <p>This action was <b>AGREED</b>.</p> <p><b>PP/2019/04(d)</b> – BTC supports Cormac Volunteering Scheme</p> <p>This action was <b>AGREED</b>.</p> <p><b>PP/2019/05(b)</b> – Fair Park Kiosk to be explored by Parks and Open Spaces Manager (POSM)</p> <p>The Town Clerk noted that this action had been dealt with by email, and it had been agreed not to include a kiosk within the refurbishment plans due to cost considerations.</p> <p>It was <b>AGREED</b> not to explore inclusion of a kiosk.</p> <p><b>PP/2019/07</b> – Removal of funbox skate park equipment</p> <p>This action was <b>AGREED</b>.</p>		

	<p><b>PP/2019/08 – Vandalism cost reporting to be improved</b></p> <p>This action was <b>AGREED</b>.</p> <p><b>PP/2019/09 – Delegated authority to Parks and Open Spaces Manager (POSM) to carry out works to Coldharbour Pavilion up to agreed budget of £4,500.00</b></p> <p>This action was <b>AGREED</b>.</p> <p>Councillor J P Cooper voted against this decision.</p> <p><b>PP/2019/10 – To commence work on lease to Explore by Bike and to incur necessary legal expenses</b></p> <p>It was <b>AGREED</b> to give the Town Clerk delegated authority to incur legal fees up to a budget of £1,200.00 plus VAT.</p> <p>Councillors P Brown, D A Henderson and J A Bassett abstained from voting on this item.</p> <p>Councillor L L Frost commented that he felt this new way of working through the minutes was slower than the previous method.</p> <p>The Town Clerk commented that this method was based on advice from CALC and that the public may find it more helpful and transparent especially for items to be pulled out of Minutes, particularly in terms of items requiring expenditure. He also commented that Members had received copies of all minutes via Dropbox in advance of the meeting and therefore the process should be swifter at subsequent meetings.</p> <p>The SAA provided the paper copies of the agenda she had brought to the meeting but had not had the opportunity to distribute to members of the public. It was recognised that agendas and papers were on line for public download but also agreed that paper copies of the agenda would be placed on all chairs in the public section at future meetings.</p>	SAA	Future meetings
C/2019/044	<p><b>To consider and, if approved, adopt the Minutes of the Special Council Meeting held on 5 February 2019</b></p> <p>The Minutes of the Special Council Meeting held on 24 January 2019 were approved and passed for signing.</p>		
C/2019/045	<p><b>To receive and note the Minutes of the Planning Committee Meetings held on 6 February, 20 February, 6 March 2019 and 20 March 2019</b></p> <p><b>Minutes of the Planning Committee Meeting held on 6 February 2019</b></p> <p>These minutes were noted.</p> <p><b>Minutes of the Planning Committee Meeting held on 20 February 2019</b></p>		

	<p>These minutes were noted.</p> <p><b>Minutes of the Planning Committee Meeting held on 6 March 2019</b></p> <p>These minutes were noted.</p> <p><b>Minutes of the Planning Committee Meeting held on 20 March 2019</b></p> <p>These minutes were noted.</p>		
C/2019/046	<p><b>St Nicholas Street drainage works – To authorise CORMAC Solutions Ltd. to access and enter Bodmin Town Council land in Priory Park to carry out essential upgrade works (Planning minute ref P/2019/048 and P/2019/066 refer)</b></p> <p>Councillor L L Frost reiterated his Non-Registerable Interest in this item and left the meeting at 7.08 p.m.</p> <p>The Town Clerk reported that this request related to problems with surface water and that the proposal was to upgrade the pipework and install check weirs and measures such as soakaways, sumps and chambers to better manage the water flow and reduce sediment into the pond. He noted that the Planning Committee had been concerned with the late notice they had received for this request and had wanted to refer the matter to Full Council.</p> <p>The Town Clerk advised that this was not new or additional water being directed into the pond, but an upgrade to the existing pipe to mitigate surface water flooding that is taking place to properties on St. Nicholas Street and reported that Cormac were looking for approval to gain access to BTC land in order to proceed with the works.</p> <p>Councillor P T Cooper raised this issue of the drainage water feeding into Priory Park pond which he believed had caused the pond's deterioration. The Town Clerk noted these concerns, together with the increased water flow from developments to the east into the leat, which would need to form part of a longer-term discussion with the Environment Agency. The ESO added that the volume of water flowing into the pond would not be increasing due to these works and that the level of silt would be reducing due to the weirs being installed, where the silt would be caught and removed through ongoing maintenance.</p> <p>Councillor P Brown commented that he wanted clarification as to the Environment Agency's position on whether the leat is a drain or sewer. This comment was with regards to BTCs riparian responsibility for the section of the town leat at Hillside Park. He questioned why BTC had responsibility for contributing towards drainage works.</p> <p>There was a discussion around deferring this item to the Properties Committee. The Town Clerk commented that the upgrade works were required urgently to address flooding risk to residential properties. He noted that the EA could be contacted with regards to a separate meeting to address the wider issues.</p>	TC	None agreed

	<p>Councillor A J Coppin commented that he felt the Council should request assurances from Cormac that they would reinstate BTC land.</p> <p>It was <b>AGREED</b> to allow access to Cormac to carry out essential upgrade and maintenance works and seek confirmation that Cormac would reinstate BTC land.</p> <p>Councillor J P Cooper abstained from voting on this item.</p> <p>Councillor Frost returned to the meeting at 7.18 p.m.</p>	TC	22.03.19
C/2019/047	<p><b>Letter to Police and Crime Commissioner regarding fiscal restraint re. flag poles – request from Planning Committee meeting held on 16 January 2019 (Planning minute ref P/2019/004 refers);</b></p> <p>The Town Clerk advised that this request had come from a representation from a member of the public at the Planning Committee meeting held on 16 January.</p> <p>The Town Clerk noted that the Town Council had previously expressed their support of the flying of the Cornish flag at the Cornwall Police Headquarters and was concerned about the message such a letter would send.</p> <p>Some members felt that it was a matter of principle and that, in these times of austerity, the money would be better spent on resources that would benefit the community.</p> <p>Following discussion, it was <b>AGREED</b> that the ESO should draft a letter to the Police and Crime Commissioner for circulation to Members.</p> <p>Councillors S H Kinsman, A M Kerridge and J Gammon voted against this decision.</p> <p>Councillor L L Frost noted that he would send the ESO some statistics which he may find helpful.</p>	ESO	31.05.19
		LF	07.05.19
C/2019/048	<p><b>To receive and note the Minutes of the Policy Committee Meeting held on 14 February 2019 and to consider the following recommendations and agree actions and authorise any necessary expenditure</b></p> <p>Members were required to agree the following actions and items of expenditure, as set out on the agenda:</p> <p><b>POL/2019/005 – To adopt the Business Continuity Plan</b></p> <p>Councillor P Cooper queried whether this plan had been tested. The Chairman responded that it had not. Councillor Cooper felt it important to conduct a table top exercise as he felt that the plan was not complete.</p>		

	<p>Following discussion, it was <b>AGREED</b> to defer approval of this document and review it further at the next Policy Committee Meeting.</p> <p><b>POL/2019/006 – To adopt the revised Definition Document and ICO Model Publication Scheme</b></p> <p>It was <b>AGREED</b> to adopt the revised Definition Document and ICO Model Publication Scheme.</p> <p><b>POL/2019/007 – To adopt the revised Dispensations Policy</b></p> <p>It was <b>AGREED</b> to adopt the revised the revised Dispensations Policy.</p> <p><b>POL/2019/008 – To adopt the revised Equal Opportunities Policy</b></p> <p>It was <b>AGREED</b> to adopt the revised Equal Opportunities Policy</p> <p><b>POL/2019/009 – To note the revised Memorial Regulations</b></p> <p>The Town Clerk noted that he and the ESO wanted to work on more elements within this document and that it would be required to go back to the Policy Committee for further review in due course, as Officers were carrying out an in depth review of policy relating to cemetery administration.</p> <p>This document was therefore noted.</p> <p><b>POL/2019/009 – Preparation of procedure note for process of addressing non-compliant Memorial Regulation graves</b></p> <p>This document was noted.</p> <p><b>POL/2019/010 – To itemise revised Standing Orders on Full Council agenda 21 March 2019</b></p> <p>It was noted that the revised Standing Orders had been itemised on the agenda under a separate item 15 (minute ref C/2019/052 refers).</p> <p><b>POL/2019/016 – To prepare a Redaction Policy for a future Policy Committee meeting</b></p> <p>The Town Clerk noted that it would be more appropriate to have a Redaction Protocol rather than a policy, outlining when staff should and shouldn't redact personal information from correspondence to be shared in the public domain.</p> <p>It was <b>AGREED</b> that a Redaction Protocol would be a suitable way to progress and that the request would be referred to the Policy Committee.</p>	ESO	06.06.19
C/2019/049	<p><b>To receive and note the Minutes of the Promotions Committee Meeting held on 21 February 2019 and to consider the following recommendations and agree actions and authorise any necessary expenditure</b></p>		

	<p>It was noted that the wording in the agenda incorrectly stated ‘consider and, if approved, adopt...’ however, these minutes should have been itemised as ‘to receive and note’ as they would be adopted at the next Promotions Committee meeting.</p> <p><b>PR/2019/004(a) – To support location of three Terracycle recycling bins within the Shire Hall</b></p> <p>Members commented on the importance of BlueTiTs ensuring these bins are cleaned on a regular basis given potential odour nuisance, although they noted that the group would likely be vigilant about this.</p> <p>It was <b>AGREED</b> that Bodmin Town Council would provide a venue for three TerraCycle bins within Shire Hall, the location to be decided in consultation between the BlueTiTs and the Information Officer.</p> <p><b>PR/2019/004(a) – ESO to look at the Terms of Reference (ToRs) and delegated powers for the Promotions Committee</b></p> <p>The ESO commented that the Promotions Committee is limited in terms of decision making and that he had agreed to review the ToRs and delegated powers with a view to improving them as appropriate. It was noted that this matter would be reported back to the next Promotions Committee meeting.</p> <p>The Town Clerk noted that this matter was part of a larger piece of work looking at the ToRs and delegated authority of all Committees which would be considered in due course when Officer resources allowed.</p> <p><b>PR/2019/004(b) – Authorise Bodmin Town Museum to use the town crest for souvenir items</b></p> <p>It was <b>AGREED</b> to authorise the Museum to use the town crest for souvenir items.</p>	TC	
C/2019/050	<p><b>To receive and note the Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 21 February 2019 and to consider the following recommendations and agree actions and authorise any necessary expenditure:</b></p> <p><b>FSPM/2019/015(a) – Contribution of plants to Sowenna Appeal and recommendation for Sowenna to make contact with Bodmin Relief in Need</b></p> <p>Councillors S H Kinsman and L F Sanders declared Disclosable Pecuniary Interests in this item as they are employed by the NHS, and Councillors E M Ahearn and J Gammon declared a Non-Registerable interest in this item. All four of these Councillors left the meeting at 7.29 p.m.</p> <p>It was <b>AGREED</b> to adopt the recommendations to offer the services of the Parks Team, for discussion with the POSM, and to suggest that the</p>	SAA / POSM	28.03.19

	<p>Sowenna Appeal make contact with the Bodmin Relief In Need Charity for potential, albeit limited, grant support.</p> <p>Councillors E M Ahearn, J Gammon, S H Kinsman and L F Sanders returned to the meeting at 7.32 p.m.</p> <p><b>FSPM/2019/015(b) – To advise New Life Church of hire charges for Sunday use of Shire House Suite</b></p> <p>Councillor K J Phillips commented that she was against this proposal, feeling that the amount suggested was too high and enquired as to whether alternative possibilities had been investigated such as whether someone other than Kestrel Guards could act as key holder.</p> <p>The Chairman responded to comment that the Shire House working party were currently reviewing the charging structure but that these were the agreed charges at the current time. She also confirmed that other options had certainly been explored in terms of caretaker responsibilities for the booking but that there were insurance constraints based on the access from the Suite into the rest of the Shire House.</p> <p>The Town Clerk clarified that the insurers advice was that regular / frequent hirers who the Council had an ongoing relationship with could be given keys to the property, but that this would need to be limited and did not extend to new hirers where no existing relationship existed. There would also be a claims element to consider particularly if the building was not locked by any hirer after an event where an incident then arose.</p> <p>It was <b>AGREED</b> advise New Life Church that the current charge for Sunday use of the Suite would be £75.00 per session, but also to advise them that the charging structure was currently under review.</p> <p>Councillors J A Bassett, P T Cooper, D A Henderson and K J Phillips voted against this decision.</p> <p><b>FSPM/2019/016 – To adopt the revised Treasury Management Strategy and Annual Investment Strategy</b></p> <p>A copy of the revised Treasury Management Strategy and Annual Investment Strategy was circulated with the agenda.</p> <p>It was <b>AGREED</b> to adopt the revised Treasury Management Strategy and Annual Investment Strategy.</p> <p><b>FSPM/2019/017 – To adopt the revised Credit Management Code of Practice</b></p> <p>A copy of the revised Credit Management Code of Practice was circulated with the agenda.</p> <p>It was <b>AGREED</b> to adopt the revised Credit Management Code of Practice.</p>	FA	28.03.19
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	<p><b>FPSM/2019/018 – To itemise revised cemetery charges on Full Council agenda 21 March 2019</b></p> <p>It was noted that this was itemised on the agenda under item 14 (Minute C/2019/51 refers).</p>		
C/2019/051	<p><b>Cemetery charges – to adopt revised cemetery charges for implementation 1 April 2019 (minute ref FSPM/2019/018 refers)</b></p> <p>A copy of the revised cemetery charges was circulated with the agenda.</p> <p>It was <b>AGREED</b> to adopt the revised cemetery charges for implementation from 1 April 2019.</p> <p>Councillor P T Cooper wished to thank Officers for the document that had been provided to Members in relation to the revised charges.</p>		
C/2019/052	<p><b>Standing Orders (minute ref POL/2019/010) – To note that in line with Standing Order 70, these revised Standing Orders shall, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council</b></p> <p>A copy of the revised Standing Orders was circulated with the agenda.</p> <p>It was <b>AGREED</b> that the revised Standing Orders should stand adjourned without discussion until the next ordinary meeting of the Council and that the Town Clerk ensure this item is added to the agenda.</p>	TC	23.05.19
C/2019/053	<p><b>Actions and resolutions arising from meetings</b></p> <p>The Chairman noted that, due to the change in how the Committee minutes are to be adopted, Members would only be reviewing Full Council (white) actions within the current item.</p> <p>It was noted that the Joint Fireworks Committee representative and the Neighbourhood Plan Working Party could both be marked as complete as Councillor P Cooper had agreed to be the BTC representative on the Fireworks Committee for the remaining 2018/19 term and that the NP Working Party item was on the agenda.</p> <p>The Chairman noted that the only outstanding action was the annual report as this had not yet been written and noted that all Chairmen had been asked to submit a report to her to assist in compiling this report.</p>		
C/2019/054	<p><b>Election of Mayor Elect for 2019/20</b></p> <p>It was proposed by Councillor J A Bassett, seconded by Councillor J Gibbs, and <b>AGREED</b> that Councillor J P Cooper be nominated as Mayor Elect for the civic year 2019/20.</p>		

	Councillors A J Coppin, L L Frost, J Gammon, A M Kerridge and P L G Skea voted against this nomination.		
C/2019/055	<p><b>Election of Deputy Mayor Elect for 2018/19</b></p> <p>It was proposed by Councillor D A Henderson, seconded by Councillor J A Bassett, and <b>AGREED</b> that Councillor P T Cooper be nominated as Mayor Elect for the civic year 2019/20.</p> <p>Councillors A J Coppin, J Gammon, A M Kerridge and P L G Skea voted against this nomination.</p>		
C/2019/056	<p><b>Coldharbour Sports Pitches – To consider any written comments / objections following the Council’s public notice in respect of an intention to grant a 40-year lease of the sports pitches to Bodmin Youth Football Club</b></p> <p>The Chairman noted that they had received one written objection, which had been circulated with the agenda.</p> <p>Councillor Frost commented that he had, in his capacity as Cornwall Councillor, requested for some form of traffic management to be considered on the bends in the vicinity to mitigate the issues. Currently there are no road markings and therefore there are no restrictions to enforce.</p> <p>The Town Clerk commented that Bodmin Youth Football Club (BYFC) had communicated with parents on numerous occasions and used various social media to request that they use Victoria Square Car Park. He noted that they can only request visitors to use the adjacent car park, and that as volunteers there is no way to enforce parking and given the issue relates to on-street parking, where there is no TRO to restrict / limit parking, it would not be feasible to include any clause in the lease, as requested by the member of the public.</p> <p>It was <b>AGREED</b> that the Town Clerk should commence with preparation of paperwork to grant a 40-year lease of the sports pitches to Bodmin Youth Football Club.</p>	TC	
C/2019/057	<p><b>Shire House Working Party – To consider changing current Working Party to an Advisory Committee</b></p> <p>The Chairman noted that what was required at this point was a proposal in principle, so that the Working Party / Advisory Committee could then produce Terms of Reference moving forward.</p> <p>The ESO reported that, under current Standing Orders (item 48), an Advisory Committee provides a formal approach to progressing recommendations and facilitates accountable, transparent public engagement. The formality of the Committee status removes confusion around public inspection in respect of meeting the demands of Standing</p>		

	<p>Order item 59. Also, in accordance with Standing Order item 60, an Advisory Committee could authorise inspection of documents relevant to business being transacted.</p> <p>The ESO commented that the Advisory Committee will operate under performances required within the Council's constitution, meeting an orderly transaction of business that will provide substance in decisions for responding to potential challenge. He also noted that, under Standing Order item 48(c) the Committee could, if desired, consist in part of persons who are not members of the Council which would allow for members of the public to be part of discussions (but would not allow them to vote on decisions). This could encourage public confidence in respect of managing the public interest in relation to informed decision making process.</p> <p>The ESO commented that, due to the limited administrative resources available, he was prepared to administer the Committee minutes, draft the agendas, and process Terms of Reference for future approval.</p> <p>It was <b>AGREED</b> that the Terms of Reference for an Advisory Committee would be taken to the next Shire House Working Party for consideration and agreement. The ToRs would then be taken to the next Full Council meeting for adoption. Should Full Council vote to adopt these ToRs, the Shire House Working Party would then become an Advisory Committee subject to a suitable agenda item.</p>	ESO	23.05.19
C/2019/058	<p><b>Neighbourhood Plan (NP) Working Party, to include:</b></p> <p><b>a) Update from Councillor J P Cooper</b></p> <p>Councillor J P Cooper distributed an amended version of the document which had been circulated on the agenda. This document contained the same content as the previously circulated document but also included a recommendation as follows:</p> <p><i>"It is the Working Party's recommendation that Bodmin Town Council should commence the drafting of a Neighbourhood Plan immediately; adopting this report with all recommendations including formation and population of a Neighbourhood Plan Steering Group".</i></p> <p>With regards to the cost of Bodmin Town Council staff time, Councillor Cooper noted that the Working Group had requested further information from Cornwall Council Officers, particularly around how to cost for a plan. He added that the more volunteers who got involved with the development of the plan, the less costs there would be to the Town Council to produce it and that given the unique differences between neighbourhood plans, reflecting their individual communities aims and ambitions, it was difficult to achieve direct cost comparisons.</p> <p>Councillor J P Cooper then informed Members that he would like to submit the report as a motion without notice under Standing Order 21(i).</p> <p>The Chairman advised that, due to timing constraints within the meeting based on the number of items on the agenda, discussion relating to the</p>		

	<p>progression of the Neighbourhood Development Plan (NDP) should continue whilst they established whether the tabled motion could be adopted. The Chairman's subsequent advice was that the contents of the report should be noted at the present time, with the motion being added to the agenda of the next Full Council meeting to allow Members to have time to consider the motion fully.</p> <p>Councillor J P Cooper felt that adoption of the report would include adoption of the proposal within it, to agree to the commencement of an NDP.</p> <p>The Town Clerk advised that, as the document had not been circulated in advance of the meeting for Councillors and members of the public to review, and had not been itemised on agenda for transparency, he felt that Members may feel that they had not had the opportunity to fully review the recommendations within the report and therefore may wish to defer the item so that it could be appropriately itemised on the next available agenda in line with Standing Order 15.</p> <p>Councillor A M Kerridge wished to congratulate the Working Party on their hard work to date. She commented that she was in favour of an NDP in principle but had concerns based on her previous working in planning policy. She felt that the only way for changes to planned development would require a change in national policy. She also noted that if the purpose of the NDP was to stop development this was not possible. Further, if it was to prevent development on a certain area of land, such as Halgavor Moor, alternative locations would need to be identified which could be built on instead.</p> <p>Councillor Kerridge was concerned that there was a danger of a lot of hard work going into a plan and that would hinge on a referendum, which if not properly consulted upon could undo all the hard work. She felt that the Working Group needed to proceed in a measured and careful way and that in her view they were not yet ready to progress towards the development of an NDP. She also noted that she would like some more clarity on the numbers reported for the questionnaire answers. She noted that the numbers within the report assumed that those filling in the questionnaire were different to those who raised their hands at the public meeting to indicate support of an NDP. However, she felt that there may be an overlap in respondents and therefore a smaller proportion of the voting population might be reflected than suggested in the report.</p> <p>Councillor Kerridge also noted that, with reference to the respondent postcodes for the questionnaire, there were far more responses from residents with postcodes starting with 'PL31 2xx'. She noted that the split in postcodes, and the lack of responses from residents in postcodes starting with 'PL31 1xx' suggested that this was not a balanced representation of the town. She reiterated that she was not saying she disagreed with an NDP, but that the Town Council was not yet ready to proceed, and further community engagement was required.</p> <p>The Chairman commented that she understood the cost for a small town to produce an NP was in the region of anywhere from £25,000 to £75,000 and felt that more work needed to take place to determine an</p>		
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	<p>estimated cost as ultimately it may impact on the precept in further years.</p> <p>Councillor J P Cooper responded to inform that the level of response was a good test of opinion from those who had enough interest to express concern. He also commented that the advice he had received from Cornwall Council suggested that an NP for Bodmin didn't necessarily have to include a development section in the plan, if it was agreed that this was adequately covered by the Site Allocations and Bodmin Town Framework and that it could focus on other areas the community feel are important in developing Bodmin.</p> <p>In terms of cost, Councillor Cooper acknowledged that it was difficult to identify a definitive figure. He noted that the amount of engagement would be more substantial than the current level and that it was important to start the process, by informing Cornwall Council of the Town Council's intention to prepare an NDP, in order to engage the wider community.</p> <p>Councillor Brown felt that it was immaterial who responses were from, in that the results showed overall support. He considered that the Town Council has a responsibility to take the NDP forward on behalf of the next generation. He felt that Cornwall Council were progressing with development at speed and that an NDP would give Bodmin the opportunity to have a say.</p> <p>Councillor S H Kinsman commented that she had concerns about going forward with the NDP at this time and felt that the Working Party did not have a realistic idea of costs. She was concerned that the costs of the NP may result in the Council not being able to deliver the NDP or other agreed key objectives. She noted that she had stepped down from the Working Party with immediate effect due to her belief that the project was moving forward too quickly without adequate consideration and public consultation. She commented that she had felt unable to answer the Survey Monkey questionnaire as the options available did not fit with her thoughts on the project and therefore felt that the results may not accurately reflect public opinion.</p> <p>Councillor L L Frost commented that he believed the sample size on which the report was basing its conclusions was too small. He enquired as to whether it would be possible for the Working Party to produce a leaflet which could be delivered to every household. He understood that this was what other towns and parishes had done before making a decision to proceed as they could then state that they had contacted every household in the town, which would help at any referendum.</p> <p>Councillor J P Cooper responded that he agreed with the requirement to contact every household, and that his understanding was that notifying Cornwall Council of the Town's intent to create an NDP was required in order to proceed with the population of a Steering Group of Councillors and residents who would be responsible for the creation and distribution of a leaflet.</p> <p>Councillor J Cooper reiterated the presentation of a motion under 21 (i) of Standing Orders.</p>		
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	<p>Following discussion, and following a majority vote, it was <b>AGREED</b> to adopt Councillor J P Cooper's report, including the recommendation as set out:</p> <p><i>"It is the Working Party's recommendation that Bodmin Town Council should commence the drafting of a Neighbourhood Plan immediately; adopting this report with all recommendations including formation and population of a Neighbourhood Plan Steering Group".</i></p> <p>The voting pattern was 9 votes in favour with 6 votes against.</p> <p>Councillors A J Coppin, L L Frost, J Gammon, A M Kerridge, S H Kinsman and K W Stubbs voted against this decision.</p> <p>Councillor L F Sanders abstained from voting on this item.</p> <p>It was further <b>AGREED</b> that the Neighbourhood Plan Steering Group would be populated by Councillors:</p> <ul style="list-style-type: none"> <li>➤ E M Ahearn,</li> <li>➤ J A Bassett,</li> <li>➤ P Brown,</li> <li>➤ J P Cooper,</li> <li>➤ P T Cooper,</li> <li>➤ J R Gibbs,</li> <li>➤ D A Henderson</li> <li>➤ P L G Skea.</li> </ul> <p><b>b) To elect a representative to fill vacancy on the Working Party</b></p> <p>It was noted that the creation of the Steering Group meant this item was no longer required.</p>		
C/2019/059	<p><b>To consider the following motion by Councillor J P Cooper:</b></p> <p><i>"Bodmin Town Council will form of a steering group to facilitate the community engagement, consultation and publication of a Neighbourhood Plan for Bodmin, providing all necessary funds, facilities and officer hours required to bring this project to referendum.</i></p> <p><i>Authority shall be granted to explore a working arrangement with Lanivet Parish Council for the purpose of publication of a joint Neighbourhood Plan, sharing work and cost requirements.</i></p> <p><i>Upon agreement Bodmin Town Council will apply to Cornwall Council under the Neighbourhood Planning General Regulation 2015, and 61G Town and Country Planning Act 1990, with formal notification of designation of a Neighbourhood Plan area."</i></p> <p>This item was withdrawn.</p>		

C/2019/060	<p><b>Cornwall Council Notice of Polling Districts and Polling Places Review – to consider a corporate response by 15 April 2019</b></p> <p>The agenda advised that documents could be viewed online at: <a href="http://www.cornwall.gov.uk/review">www.cornwall.gov.uk/review</a></p> <p>The Town Clerk reported that there were no significant changes within this review and that he would be happy to pull together any comments he received from Councillors.</p> <p>The Chairman commented that any Councillors wishing to comment should respond to the Town Clerk by 28 March 2019. The Town Clerk confirmed that he would formulate a response for circulation to Members should he receive comments by that date.</p>	All members	28.03.19
C/2019/061	<p><b>Bodmin Town Council Objectives, to include:</b></p> <p><b>a) Key workload driver and project list</b></p> <p>A copy of the list was circulated with the agenda.</p> <p>The Chairman noted that she had requested that the Town Clerk develop this list as information for Members to give an idea of the number of tasks currently being undertaken by officers.</p> <p>She commented that the tasks specific to each Committee should be reviewed by that Committee Chair in terms of available resources and risk register scores and an updated list with recommendations be received at the next Full Council meeting</p> <p>The Town Clerk reported that this was a brief snapshot of the work being undertaken by Officers and that he had indicated which of them related to the Council's key objectives. He noted that this list did not break out each constituent project into its component parts required to achieve delivery. He also noted that this list did not factor in Officers' core work, which this project list is in addition to.</p> <p>He noted that some pieces of work had been missed off the circulated version, including work coming out of the Community Governance Review, the creation of the Annual Report, work relating to the Beating of the Bounds in 2020, and work relating to Bodmin hosting the finish of the Cornwall leg of the Tour of Britain. He commented that there were clearly capacity constraints preventing Officers completing all these pieces of work.</p> <p>The Chairman proposed that this list be taken back to each Committee for review and that Committee Chairs bring back recommendations to a future meeting of the Full Council. She noted the importance of aligning Officer workload with the Council's key objectives and risk register.</p> <p><b>b) Progress update on key objectives</b></p> <p>A report was circulated with the agenda.</p>	Committee Chairs and TC	18.07.19

	<p><b>Skate Park</b> – the Town Clerk noted that this would be reported at the Properties meeting on 28 March 2019 and that it would be proposed at that meeting that the subsequent Properties Committee meeting scheduled for 2 May should be converted to a Special Council meeting in order to consider presentations from shortlisted companies.</p> <p><b>Relocation of office staff</b> – The Chairman wished to offer her congratulations to the Responsible Finance Officer (RFO) on a successful move from Shire House to Shire Hall.</p>		
C/2019/062	<p><b>Cornwall Council Corporate Volunteering Scheme – to consider an Expression of Interest by 12 April 2019</b></p> <p>The Town Clerk noted that the current workload of BTC staff meant they do not have the capacity to facilitate, coordinate and support volunteers.</p> <p>The Chairman noted that voluntary groups were able to approach Cornwall Council directly to apply for assistance and that it would be helpful to advertise the scheme on the Council's website.</p>	SAA to liaise with Information Officer	
C/2019/063	<p><b>Safer Bodmin – Request for continued free of charge use of the Shire House Suite from 10.00 a.m. to midday on the following dates: 24 May, 26 July, 20 September and 22 November 2019 and 24 January and 20 March 2020</b></p> <p>It was <b>AGREED</b> to allow the free use on the dates set out.</p>		
C/2019/064	<p><b>Correspondence, to include:</b></p> <p><b>a) Kernow Credit Union – Request for free accommodation within the Shire House:</b></p> <p>There was some debate about the service offered by Credit Unions and whether this was a useful resource for the town in light of the recent closure of a number of high street banks. Some Members felt that a Credit Union was not a bank and was therefore not replacing these lost services. Other Members felt that, especially for those who did not use, or have access to online banking, this could provide a useful alternative.</p> <p>Councillor K J Phillips reiterated the need to agree a revised pricing structure for Shire House and commented that any offer made to Kernow Credit Union should state that this would be pending a review of the Shire House charging structure, due to be considered at the Adjourned Council meeting on 23 May 2019.</p> <p>It was noted that offering a Saturday booking would not be possible free of charge due to security / caretaking considerations but that a small room could be offered on a weekday so long as it would not detrimentally affect paid-for bookings.</p> <p>It was <b>AGREED</b> that the Council is supportive of the service provided by Kernow Credit Union and in principle is keen to support subject to further clarity around their requirements, which would be sought by the Town Clerk.</p>	TC	

	<p>It was <b>AGREED</b> that more information was needed particularly as the Shire House Working Party was reviewing room hire charges and the potential future use of the office accommodation in that part of the property.</p> <p>Councillor D A Henderson voted against this decision.</p> <p>Councillor P Brown abstained from voting on this item.</p> <p><b>b) Cornwall Council Inquiry – Vitality of Towns – To give the Town Clerk delegated authority to make a corporate response</b></p> <p>Councillors L L Frost declared his Non-Registerable interest in this item as a member of Cornwall Council’s Economic Growth &amp; Development Overview and Scrutiny Committee and left the meeting during the discussion and any vote thereon.</p> <p>Councillor J Gammon declared her Non-Registerable interest in this item as a Cornwall Councillor. Both Councillors left the meeting at 8.39 p.m.</p> <p>Councillor Frost was then asked to return to the meeting to outline the purpose of Cornwall Council’s Economic Growth &amp; Development Overview and Scrutiny Committee to Members.</p> <p>Councillor Frost explained that this was a task and finish group looking into the ways Cornwall Council can help support Town Centres. He noted that topics discussed to date had included parking and public (town centre) WiFi. He also noted that this Committee was in the very early stages of discussion and that any recommendations coming out of the Committee would be communicated in due course.</p> <p>Councillor Frost was asked whether there had been any engagement with Bodmin’s Chamber of Commerce and he confirmed they had been written to by the Committee.</p> <p>Councillor Frost then left the meeting at 8.42 p.m.</p> <p>It was <b>AGREED</b> that any feedback should be sent to the Town Clerk by Monday 25 March.</p> <p>The Chairman noted that she was sure Councillor Frost would also be happy, outside the meeting, to answer any questions Members may have.</p> <p>Councillors Frost and Gammon returned to the meeting at 8.44 p.m.</p> <p><b>c) Any other important item correspondence of which the Mayor considers appropriate</b></p> <p>There were no further items of correspondence.</p>	TC	
C/2019/065	<b>Risk Management update</b>		

	<p>A copy was circulated with the agenda.</p> <p>Councillor P Brown commented that, although it had been previously discussed, the gravity of the risk surrounding the leat in Hillside Park was not sufficiently reflected within the risk register.</p> <p>The Chairman requested that Councillor Brown submit his recommended wording to the Risk Management Working Party should he wish to do so.</p> <p>This document was noted.</p>	PB	None agreed
C/2019/066	<p><b>To consider and authorise list of Bodmin Town Council items for disposal</b></p> <p>A copy of the list of items for disposal was circulated with the agenda.</p> <p>Councillor J A Bassett declared a Non-Registerable Interest in this item due to her involvement with IntoBodmin and left the meeting at 8.46 p.m.</p> <p>The Town Clerk reported that a representative for IntoBodmin and the Bodmin Community Association (BCA) had contacted the Town Council to request the donation of furniture on the circulated list of items for disposal. Specifically, they had requested a desk plus lockable cabinets to assist with furnishing their office (as listed under item 1 on the list of items for disposal).</p> <p>The Town Clerk also reported that IntoBodmin/BCA would be interested in the artist gallery boards, should they not sell through the BTC disposal route as set out in the Disposals document.</p> <p>The quality of the folding tables was discussed, as some Members felt that these could perhaps be utilised in the Shire House Suite as there had been some comments regarding the stability of the current tables in the Suite. The Town Clerk confirmed that the type and quality of the tables would be checked before disposal.</p> <p>Members also queried the PA system as it was felt that this could be of future use in the Shire House Suite for hiring out to users of the room for their events. The Town Clerk commented that this was the old outdoor PA system that might not be suitable for internal use and he did not know if this was in working condition. Some Members felt that there was still merit in holding on to this system.</p> <p>Members queried whether the sofa and chairs were fire retardant and whether this would affect sale. The Town Clerk confirmed that this would be checked before any sale.</p> <p>Following discussion, it was <b>AGREED</b> to liaise with IntoBodmin / BCA to offer them the Office Furniture, as outlined in line 1 of the circulated Disposals list.</p> <p>It was further <b>AGREED</b> to follow the BTC disposals procedure for all other items on the list, other than the PA system which should be</p>	TC / RFO	

	<p>retained. The fire retardancy of the sofa/chair would be checked before sale.</p> <p>Councillor K J Phillips abstained from voting on this item.</p> <p>Councillor J A Bassett returned to the meeting at 8.54 p.m.</p>	TC / RFO	
C/2019/067	<p><b>Bodmin Museum – to authorise disposal of four artefacts</b></p> <p>A report was circulated with the agenda.</p> <p>The Chairman confirmed that these were all low-cost items without significant historical value.</p> <p>It was <b>AGREED</b> to authorise disposal of the artefacts as specified in the report.</p>		
C/2019/068	<p><b>Community Network Panel, to include:</b></p> <p><b>a) Notes from meeting held on 9 January 2019</b></p> <p>A copy of these notes was circulated with the agenda.</p> <p>This document was noted.</p> <p><b>b) To consider proposal by Councillor J P Cooper</b></p> <p>A copy of Councillor Cooper's proposal was circulated with the agenda.</p> <p>Councillor Cooper reported that the nature of the proposal was to request 'zebra' / 'tiger' pedestrian / cyclist crossing points within the low speed environment to provide safe crossing points on Dennison Road as he felt the current crossings did not adequately provide this.</p> <p>Some Members felt that the inclusion of different types of crossings may prove confusing to pedestrians, with some believing that the current system was working well.</p> <p>The voting pattern was 6 votes for with 7 votes against.</p> <p>Councillors A J Coppin, L L Frost, J Gammon A M Kerridge, L F Sanders, P L G Skea and K W Stubbs voted against.</p> <p>Therefore, this proposal was not carried and fell.</p> <p>The Chairman expressed her thanks to Councillor J P Cooper for his work on this proposal.</p>		
C/2019/069	<p><b>Cornwall Community Governance Reviews, to include:</b></p> <p><b>a) Cornwall Council Advice for Elected Members on Interests when dealing with Community Governance Reviews:</b></p> <p>A copy was circulated with the agenda.</p>		

	<p>This document was noted.</p> <p><b>b) An Introduction to Cornwall's Community Governance Review – Presentation given at CALC Conference on Saturday 16 February 2019</b></p> <p>A copy of this presentation was circulated with the agenda.</p> <p>This document was noted.</p>		
C/2019/070	<p><b>To note deferment of Freedom Parade</b></p> <p>The Town Clerk advised that the 232 Port Squadron had requested the deferment of the Freedom of Bodmin Parade due to operational service requirements that limited the availability of personnel. The Town Clerk noted that the Council was not yet aware of when the deferred event would take place and was subject to MOD operations.</p>		
C/2019/071	<p><b>To consider and, if appropriate, pass for payment the Schedule of Accounts for March 2019</b></p> <p>Page 3 – Payment reference 4300001370 – Wallgate Handwash facilities: The Town Clerk responded to a query from Councillor L L Frost that all new hand wash facilities had been installed without issue. Councillor Frost wished to pass his thanks on to the Parks Team for their work on this project.</p> <p>Councillor P T Cooper commented that, since he was currently consulting with the public and IntoBodmin regarding the possibility of creating Community Toilets within the Old Library building, he felt it would have been preferable to postpone these installation works on the toilets at Higher Bore Street.</p> <p>Councillor Frost commented that Council had agreed to commence with these works prior to any suggestion of the creation of community toilets. The Town Clerk added that the previous handwash facilities could no longer be serviced or repaired by Wallgate as they were now obsolete and, as such, any breakdown of the handwash facilities would have resulted in the toilets having to be closed as it would not have been possible to carry out any repair as replacement parts are no longer available.</p> <p>Following discussion, it was <b>AGREED</b> to approve and pass for payment the schedule of accounts for March 2019 from payment reference 4300001332 to 4300001388 and cheques 124174 to 124175.</p>		
C/2019/072	<p><b>Questions to the Mayor</b></p> <p>Councillor P Brown referred to a meeting two days prior with Neil Pendleton, regarding the Vision document produced and requested confirmation as to whether the Town Council would support that document.</p>		

	<p>The Chairman responded to confirm that the Council would be required to schedule a Special Council meeting to review this document as Members had not had the opportunity to review it.</p> <p>The Town Clerk commented that the Council would be required to publish an agenda in the normal way, including this as a single item of business in order for the Council to formally endorse and adopt this document and approve the Town Council as a signatory of the document. He noted that this could be a brief meeting, requiring six Councillors to be present, and could be arranged to follow directly on from a Committee meeting, such as the Planning Committee.</p> <p>Councillor Brown enquired as to whether this vote could be coordinated via email. The Town Clerk confirmed that it could not and referred the Councillor to Schedule 12 of the Local Government Act 1972.</p> <p>Councillor Brown requested that an item be added to a future agenda to review the possibility of electronic voting by the Council. Councillor A M Kerridge commented that current legislation prevented this from being possible.</p>		
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Due to the confidential nature of the next business it was **RESOLVED** to go into Committee. Please see separate page.