

Meeting Minutes

The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

MINUTES:

of the meeting of Camborne Town Council held in The Council Chamber, Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Monday 19th August 2024 at 6.30pm

PRESENT:

Councillor J Ball	Chair
Councillor J Morgan	Vice Chair
Councillor R Congdon	
Councillor J Cosgrove	
Councillor V Dalley	
Councillor Z Fox	
Councillor C Godolphin	
Councillor C Lawrence	
Councillor L McDonald	
Councillor P Mills	
Councillor D Ragan	
Councillor R Weatherburn	
Councillor S Weedon	
Councillor M Williams	

IN ATTENDANCE:

Samantha Hughes, Town Clerk; Dave Garwood, Head of Strategic Development; Rose Hitchens-Todd, Head of Community and Culture; Jane Weston, HR Officer; Sally Williams, Committee Support Officer and one member of the public.

C.6241 SAFETY PROCEDURES

The Chair explained the safety procedures to all present.

C.6242 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

There were no apologies received from Councillors Atherfold, Heather and Tal-E-Bot.

C.6242.2 RESOLVED: that the apology from Councillor N Miles for non-attendance of the Extra-Ordinary meeting of Full Council held on 19th August 2024, were received

Proposed by Councillor J Ball
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

C.6243 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THIS AGENDA INCLUDING ANY GIFTS OR HOSPITALITY EXCEEDING £25

Councillors Ball, Cosgrove, Dalley, Fox and Morgan declared interests in Agenda Items 9 and 12 as they were members of the Town Deal Board.

C.6244 TO APPROVE WRITTEN REQUESTS FOR DISPENSATIONS

Standing written requests for dispensations were in place to enable Councillors Ball, Cosgrove, Dalley, Fox and Morgan to speak and vote on Town Deal Board Agenda Items.

C.6244.2 RESOLVED: that existing approved written dispensation requests for Councillors Ball, Cosgrove, Dalley, Fox and Morgan to enable them to speak and vote on Town Deal Board Agenda items, were noted

Proposed by Councillor Z Fox
Seconded by Councillor J Morgan

On a vote being taken the matter was approved unanimously.

C.6245 CHAIR'S ANNOUNCEMENTS

The Chair began by announcing the death of former Councillor Stuart Odgers. He stated that the funeral would be held at Camborne Church on 30th August at 1pm, with the wake being held at the Conservative Club following the service.

Councillors then held a one minute silence in remembrance.

He then went on to announce that a request had been received for a room booking from the local Neighbourhood Watch. A booking form had not yet been received but they would probably be requesting the use of the Council Chamber from 6.30pm on the 4th September in order to host a training session. The Head of Community and Culture stated that she would be happy to facilitate this. Once the booking form had been received it could be emailed out to Councillors for their approval which could then be ratified at the next Full Council meeting. It was agreed that this would not be necessary.

Additionally, the Town Clerk requested that Councillors return their Ipads as soon as possible so that they could all be restored to factory settings.

C.6246 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON 11TH JULY 2024 AND THE CHAIR TO SIGN THEM

Councillor Fox requested that an amendment be made to the Minutes of the previous meeting regarding the omission of a vote that fell. This had not been recorded in the minutes. This was

duly noted by the Town Clerk and the minutes were amended manually before being signed by the Chair.

C.6246.2 RESOLVED: that the amended minutes of the meeting of Full Council held on 11th July 2024, were received, approved, and signed by the Chair

Proposed by Councillor J Ball
Seconded by Councillor J Morgan

On a vote being taken the matter was approved by a majority.

C.6247 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

Councillor Fox wished to query why Agenda Item 9 had been brought back to Full Council when the proposal to roll out the naming specification had fallen on the vote at the last meeting. The Town Clerk explained that the resolution that had fallen on the vote was concerned with actioning the naming specification, Therefore, no decision had been made. Agenda Item 9 had since been reconsidered and changed, in consultation with Cornwall Association of Local Councils, hence why it had been returned to Full Council for a decision. The Town Clerk stated that this would be discussed further under the appropriate Agenda Item.

C.6248 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 3e MEMBERS OF THE PUBLIC ARE PERMITTED TO MAKE REPRESENTATIONS, ANSWER QUESTIONS AND GIVE EVIDENCE IN RESPECT OF ANY ITEM OF BUSINESS INCLUDED IN THE AGENDA, UP TO A MAXIMUM OF FIFTEEN MINUTES)

There was no public participation.

C.6249 TO RECEIVE A NAMING SPECIFICATION FOR THE PARK GERRY PAVILION, THE BASSET COMMUNITY HUB AND KERRIER WAY, AND AGREE ACTION

Councillor Congdon requested that there should be a recorded vote for each of the proposed resolutions.

C.6249.2 RESOLVED: that there should be a recorded vote for all resolutions under this agenda item, was approved

Proposed by Councillor R Congdon
Seconded by Councillor D Ragan

On a vote being taken the matter was approved by a majority.

The Town Clerk explained that this agenda item had been brought back to Full Council because a decision regarding the roll out to include the local community had not been reached at the previous

Full Council meeting. It was very important that a decision be reached at this meeting due to timelines for some of the projects.

Hence it would be extremely useful to have a decision in place. She explained that some changes had been made, which was why the Councillors were being asked for their views again. She also stated that even if Councillors wished to amend the planned roll out with a different resolution, as long as a decision was reached this would be positive for the community and for the projects. If a decision could not be reached this would cause further delays to aspects of the projects such as signage. This was why the suggested names had been identified, merely as guidance, and the public were being asked for their own views. It was also clear on the proposal that Cornish Language translations would be included if they had not already been included in the public's suggestions. She then reiterated just how important it was that a decision be reached at this meeting.

A Councillor asked why this item had not been taken to the Cornish Language Working Party, but it was explained that it had already gone through the Large Projects Working Party. The Mayor explained that, whatever name was eventually chosen, the Cornish Language Policy would be adhered to.

A Councillor stated the importance that the suggested names should be given in Cornish if they were to remain in the proposal, giving the public free reign to suggest names, with the final vote being returned to this Council. There was some agreement from other Councillors on this suggestion.

There were also further suggestions that that the original suggestion, for a shortlist, voted on by the Council, to be given to the public to choose from, should remain the way forward. The most popular choice would then be the given name for each project. They felt that this would be the most democratic way to proceed.

Councillor Fox then proposed that all of the Town Council suggested names should be removed from any roll out of the process. The public should just be encouraged to give due consideration to the history of each site.

Councillor Williams then proposed that the resolution be voted on exactly as it had been framed in the written proposal put before Councillors in this meeting. She felt that the public might appreciate some steer for their ideas.

The Chair then took each proposal in turn:

That the proposal by Councillor Fox and seconded by Councillor Weatherburn, that suggested names should be removed from the roll out but that due consideration should be given to the history of the site, fell on the vote.

Councillors voting for the proposal:
Councillor R Congdon
Councillor Z Fox

Councillor C Lawrence
Councillor D Ragan
Councillor C Lawrence
Councillor R Weatherburn

Councillors voting against the proposal:

Councillor J Ball
Councillor J Morgan
Councillor J Cosgrove
Councillor V Dalley
Councillor C Godolphin
Councillor L McDonald
Councillor S Weedon
Councillor M Williams

C.6249.3

RESOLVED: that the proposal to roll out a programme of 'naming competitions' for the three Town Deal projects was approved, the Engagement Team be actioned to collate suggestions, and that Council make a decision from a shortlist of names to be provided in the October 2024 Full Council meeting, with all suggested names being provided with a Cornish Translation if they are not a Cornish Name, and that the next stage, wherein the community are asked to vote on the shortlist names, online or in the Library, and the winning names then be advertised, was approved

Proposed by Councillor M Williams
Seconded by Councillor J Morgan

On a vote being taken the matter was approved by a majority.

Votes for the proposal:

Councillor J Ball
Councillor J Morgan
Councillor V Dalley
Councillor J Cosgrove
Councillor C Godolphin
Councillor L McDonald
Councillor S Weedon
Councillor M Williams

Votes against the proposal:

Councillor R Congdon
Councillor Z Fox
Councillor C Lawrence
Councillor P Mills
Councillor D Ragan
Councillor R Weatherburn

C.6250

THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED

C.6250.2

RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act the press and public were excluded due to the confidential nature of the business to be discussed

Proposed by Councillor J Ball
Seconded by Councillor L McDonald

On a vote being taken the matter was approved by a majority.

C.6251 TO RECEIVE A WRITTEN UPDATE FROM THE TOWN CLERK REGARDING THE STAFF STRUCTURE AND A DRAFT JOB DESCRIPTION, AGREE ACTION AND AUTHORISE EXPENDITURE

The Town Clerk explained that the brief written report had been compiled as an update for all those Councillors who were not on the Staffing Committee. She introduced Jane Weston to all Councillors and advised that Jane would be taking up her new role as Deputy Town Clerk in September. The Clerk told Councillors that she felt that Jane would be excellent in her new role but that this did leave the HR role empty. This was why in the written report there was an explanation for how this role could be filled.

Councillor Godolphin wished to express congratulations to Jane for obtaining the role and he wished to thank the Town Clerk for holding the fort in the meantime.

C.6251.2 RESOLVED: that the report on the updated staffing structure from the Town Clerk alongside the updated staffing structure, was received; the recruitment and appointment of a Fixed Term HR Assistant was approved and the expenditure associated with the role was authorised

Proposed by Councillor C Godolphin
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

C.6252 TO RECEIVE A VERBAL REPORT FROM THE HEAD OF STRATEGIC DEVELOPMENT AND DOCUMENTATION REGARDING THE BASSET CENTRE TENDER, AGREE ACTION AND AUTHORISE EXPENDITURE

The Head of Strategic Development explained to Councillors that there was now a real need to move the Basset Community Hub forwards. The monies had to be spent if the project was to meet the terms of the Town Deal funding agreement.

In addition, the two buildings had to be made as weatherproof as possible before winter set in. This would mainly involve the roofing and the windows, although the White House would also require some plaster being stripped out as it was currently incredibly damp.

The formal tender pack should be ready within the next few weeks and then the work needed to begin. The Head of Strategic Development requested that Councillors gave their full support to this process. The Town Clerk reiterated that the project was time critical if it was to be successful.

- C.6252.2** **RESOLVED: that an update from the Head of Strategic Development on the Basset Centre and White House enabling works tender, was received**
- Proposed by Councillor C Godolphin
Seconded by Councillor J Cosgrove
- On a vote being taken the matter was approved unanimously.
- C.6252.3** **RESOLVED: that the delegation of final approval of the documents for Tender to the Chair and Vice Chair, was approved**
- Proposed by Councillor L McDonald
Seconded by Councillor V Dalley
- On a vote being taken the matter was approved unanimously.
- C.6252.4** **RESOLVED: that the Town Clerk commence the formal tender as set out in the Invitation to Tender was approved, with a budget from Town Deal Funding of up to £2.5 million, was authorised**
- Proposed by Councillor C Godolphin
Seconded by Councillor S Weedon
- On a vote being taken the matter was approved unanimously.
- C.6252.5** **RESOLVED: that the award of tender be delegated to the Town Clerk, in conjunction with the Chair of Council and the Vice Chair of Council, provided that the tender had been conducted in line with the process set out within the Invitation to Tender, and that the preferred supplier total did not exceed the estimated budget by more than 10%, was approved**
- Proposed by Councillor L McDonald
Seconded by Councillor V Dalley
- On a vote being taken the matter was approved unanimously.
- C.6252.6** **RESOLVED: that if either of the conditions of Tender vary, then the authorisation of the award be brought back to Full Council as a formal report for sign off, was approved**
- Proposed by Councillor J Ball
Seconded by Councillor J Cosgrove
- On a vote being taken the matter was approved unanimously.
- C.6253** **TO RECEIVE A WRITTEN REPORT FROM THE TOWN CLERK ON ICT PROVISION, AGREE ACTION AND AUTHORISE EXPENDITURE**
- The Clerk explained that it was felt that at this juncture, the Council was in the middle of too much uncertainty about future needs, with the three large projects and the moving of premises,

to change ICT provision. This was why the report was recommending that ICT provision remain with the current provider for another twelve months.

C.6253.2 **RESOLVED: that the written report from the Town Clerk was received and that financial regulation 11.1J be suspended, to allow Camborne Town Council to re-appoint [REDACTED] for a further twelve months, taking the contract to August 2025, due to the current ICT projects and the time needed to futureproof IT provision for the new facilities, was approved**

Proposed by Councillor C Godolphin
Seconded by Councillor J Cosgrove

On a vote being taken the matter was approved unanimously.

C.6253.3 **RESOLVED: that the Town Clerk be actioned to take this forward was approved and that the associated expenditure of £[REDACTED] for the contract (to be taken from budget code 100/4620), was authorised**

Proposed by Councillor J Ball
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

C.6254 **TO RECEIVE A VERBAL UPDATE FROM THE TOWN CLERK ON THE LIBRARY RELOCATION AND TIMELINE**

The Town Clerk stated that there was no full timeline at the present time. M & Co had been investigated but meanwhile Councillors had also given their approval for other options to be explored. Since then, M & Co had fallen through [REDACTED]

In accordance with the second option that Councillors had previously voted on, accommodation for the Office staff had been found [REDACTED]. This office space would not be accessible and would only function as a back office. As a consequence, there would not be any Town Council signage. However, there would be office staff based at the Passmore Edwards Building so that enquiries could be dealt with onsite. [REDACTED] were in the process of agreeing the lease for the office accommodation and, once this had been resolved, a firm timeline could be agreed and the public could be informed.

As a result of the Library Service having to return to the Passmore Edwards Building it was suggested that some of the usage by Outside Organisations might need to be suspended due to a lack of space. The Town Clerk stated that Councillors would need to make a decision on this in the near future. Councillor Williams stated that this move would mean that the availability of space would be curtailed and that Council business and the Library service should be prioritised. As such, this might be worth noting on the website. She did not feel that it would necessarily involve bringing to Councillors in meetings.

Councillors then discussed the move of the library and despite some concerns about the impact for the public it was felt that every other alternative option had been explored and that there was no other viable option. However, Councillors felt that the Library should be encouraged to maintain as many of their activities and groups as possible within the limitations of the obvious lack of space.

C.6254.2 RESOLVED: that a verbal update from the Town Clerk regarding the Library relocation and timeline was received

Proposed by Councillor Z Fox
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

C.6254.3 RESOLVED: that the back-office location, whilst the works at the Basset Centre are undertaken, was noted

Proposed by Councillor J Ball
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

C.6254.4 RESOLVED: that the Library relocation back to the Passmore Edwards Building during the works, was noted

Proposed by Councillor J Ball
Seconded by Councillor L McDonald

On a vote being taken the matter was approved by a majority.

The final recommended proposal was not voted on due to a point of order.

There being no further business the Chair closed the meeting at 7:24 PM

SIGNED BY THE CHAIR.....

DATE

REDACTED