

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 the Engagement and Operations Committee of Camborne Town Council held in The Council Chamber, Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Wednesday 28th May 2025 at 6.30 p.m.

PRESENT:

Councillor P Mills	Chair
Councillor M Kelly	Vice Chair
Councillor M Champion	
Councillor Z Fox	
Councillor C Godolphin	
Councillor L McDonald	
Councillor R Tal-E-Bot	

IN ATTENDANCE:

Rose Haylett-Hitchens, Acting Assistant Clerk; Alicia Jouvenaar, Events & Widening Participation Manager; Danielle Clancy, Town Deal Engagement Officer; Sally Williams, Committee Support Officer and one Councillor as a member of the public.

EO.1 MEETING PROCEDURES

The Acting Assistant Clerk took the Chair, welcomed members to the first meeting and explained the meeting and safety procedures to all present.

EO.2 TO RECEIVE NOMINATIONS AND ELECT A CHAIR OF THE ENGAGEMENT & OPERATIONS COMMITTEE FOR THE MUNICIPAL YEAR 2025/2026

EO.2.1 RESOLVED: that Councillor P Mills was elected as Chair of the Engagement & Operations Committee for the municipal year 2025/2026

Proposed by Councillor Z Fox
Seconded by Councillor R Tal-E-Bot

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

EO.3 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

EO.3.1 RESOLVED: that the apologies from Councillor S Barnes for non-attendance of the Engagement and Operations Committee meeting held on 28th May 2025 were received

Proposed by Councillor P Mills
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

EO.4 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

There were no pecuniary interests declared.

EO.5 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no written requests for dispensations.

EO.6 CHAIR'S ANNOUNCEMENTS

There were no Chair's announcements.

EO.7 TO RECEIVE NOMINATIONS AND ELECT A VICE CHAIR OF THE ENGAGEMENT & OPERATIONS COMMITTEE FOR THE MUNICIPAL YEAR 2025/2026

EO.7.1 RESOLVED: that Councillor M Kelly was elected as the Vice Chair of the Engagement & Operations Committee for the municipal year 2025/2026

Proposed by Councillor R Tal-E-Bot
Seconded by Councillor Z Fox

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

EO.8 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)

The member of the public, a Councillor, did not wish to speak, other than to clarify whether he was permitted to remain in the room after Agenda Item 16. It was confirmed that he was allowed to remain in the Chamber.

EO.9 TO RECEIVE A VERBAL UPDATE FROM THE EVENTS & WIDENING PARTICIPATION MANAGER ON GREEN FEST, AGREE ACTION AND AUTHORISE EXPENDITURE

The Events & Widening Participation Manager gave a full overview of the plans for Green Fest. She confirmed that Green Fest had been thoroughly planned and was ready for the following week's date. In addition, all of the bands had been announced via social media.

Councillors discussed and asked questions. They also offered some ideas to enhance the day or that could be considered for future years.

EO.9.1 **RESOLVED: that a verbal update from the Events & Widening Participation Manager was received**

Proposed by Councillor C Godolphin
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

EO.10 **TO RECEIVE A VERBAL AND WRITTEN REPORT ON TOWN DEAL PROJECT ENGAGEMENT PLANS AND EVENTS FROM THE TOWN DEAL ENGAGEMENT OFFICER, AGREE ACTION AND AUTHORISE EXPENDITURE.**

The Town Deal Engagement Officer gave an overview of the Town Deal Projects.

She stated that the hoarding had been erected at Awenva. She had obtained a quote for hoarding panels for Councillors to consider. She also explained that expression of interest packs would be ready once Councillors had attended the Awenva workshops.

Holman Gardens was close to completion but the opening had been delayed until the 16th August. Plans for the launch event were brought to the meeting for the consideration and approval of Councillors.

Park Gerry was on hold until the planning had been agreed. However, she explained that contact was being maintained with local people to keep them informed.

EO.10.1 **RESOLVED: that a verbal and written report on Town Deal Project engagement plans and events from the Town Deal Engagement Officer was received**

Proposed by Councillor M Champion
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

EO.10.2 **RESOLVED: that the purchase of the hoarding panels for Awenva be deferred for two additional quotes was approved**

Proposed by Councillor M Kelly
Seconded by Councillor R Tal-E-Bot

On a vote being taken the matter was approved unanimously.

EO.10.3 **RESOLVED: that the Holman Gardens launch event to be held on 16th August was approved**

Proposed by Councillor C Godolphin
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

EO.10.4 **RESOLVED: that a total budget of £3800.00, to include £300 for banners, to be taken from Budget Code 140/5530, with £50 for online promotion to be taken from Budget Code 140/5160, was authorised**

Proposed by Councillor P Mills
Seconded by Councillor C Godolphin

On a vote being taken the matter was approved unanimously.

EO.11 **TO RECEIVE A WRITTEN UPDATE ON THE CHRISTMAS LANTERN PARADE FROM THE EVENTS & WIDENING PARTICIPATION MANAGER, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Events and Widening Participation Manager gave an overview of the written report and explained that she had included options for Councillors to consider. She then proceeded to explain the two options.

Councillors discussed the options in full and also agreed a date for the event.

EO.11.1 **RESOLVED: that the date for the Lantern Parade be set as 27th November 2025, was approved**

Proposed by Councillor C Godolphin
Seconded by Councillor L McDonald

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

EO.11.2 **RESOLVED: that a written update on the Christmas Lantern Parade from the Events & Widening Participation Manager was received**

Proposed by Councillor C Godolphin
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

EO.11.3

RESOLVED: that Option 1, to hold the 2025 Lantern Parade in the Town, with the Council reviewing the structure and delivery of the event going forwards, was approved, and that the associated budget of £15,778.00 be ringfenced from Budget Code 140/5530, was authorised

Proposed by Councillor C Godolphin
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

EO.11.4

RESOLVED: that the Events and Widening Participation Manager be actioned to contact Cornish Metals with a request for them to sponsor the event and for it to include a Cornish theme, was approved

Proposed by Councillor C Godolphin
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

EO.12

TO RECEIVE A VERBAL UPDATE ON THE CAMBORNE COMMUNITY AWARDS 2025 FROM THE EVENTS & WIDENING PARTICIPATION MANAGER, AGREE ACTION AND AUTHORISE EXPENDITURE

The Events and Widening Participation Manager stated that the nominations for the Camborne Community Awards were now open. There had already been a high number of nominations and positive feedback. She had also been successful in obtaining a number of sponsors for the event.

Councillors asked questions and clarified the voting process for the awards.

EO.12.1

RESOLVED: that a verbal update on the Camborne Community Awards 2025 from the Events & Widening Participation Manager was received

Proposed by Councillor L McDonald
Seconded by Councillor M Kelly

On a vote being taken the matter was approved unanimously.

EO.13 TO RECEIVE A WRITTEN REPORT FROM THE COMMUNICATION AND ENGAGEMENT MANAGER ON THE USE OF A DIGITAL DISPLAY SCREEN IN THE LIBRARY LOBBY, AGREE ACTION AND AUTHORISE EXPENDITURE

In the absence of the Communication and Engagement Manager, the Acting Assistant Clerk gave an overview of the report and answered Councillor's questions.

EO.13.1 RESOLVED: that a written report from the Communication and Engagement Manager on the use of a digital display screen in the Library lobby was received

Proposed by Councillor M Champion
Seconded by Councillor R Tal-E-Bot

On a vote being taken the matter was approved unanimously.

EO.13.2 RESOLVED: that the purchase of a 50" portrait screen was approved, and the project expenditure of up to £800 to be taken from budget code 140/5160, was authorised

Proposed by Councillor Z Fox
Seconded by Councillor R Tal-E-Bot

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

EO.14 TO RECEIVE A VERBAL UPDATE FROM THE EVENTS & WIDENING PARTICIPATION MANAGER ON THE WORK OF THE YOUTH COUNCIL, AGREE ACTION AND AUTHORISE EXPENDITURE

The Events and Widening Participation Manager told Councillors that she had been working hard with the Youth Council, who were excited and very enthusiastic. They had identified two key topics to focus on and these were, Community Safety and Organising Events. Neighbourhood Watch had already confirmed that they would work with the young people as had the Rotary.

EO.14.1 RESOLVED: that a verbal update from the Events & Widening Participation Manager on the work of the Youth Council was received and Councillors wished to express their thanks to the Events & Widening Participation Manager for her hard work

Proposed by Councillor C Godolphin
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

EO.15 TO RECEIVE A WRITTEN SUMMARY OF ANALYTICS FROM THE TOWN COUNCIL'S SOCIAL MEDIA PAGES FROM THE COMMUNICATIONS AND ENGAGEMENT MANAGER

In the absence of the Communications and Engagement Manager the Acting Assistant Clerk explained the summary in more detail to the Councillors present.

EO.15.1 RESOLVED: that a written summary of analytics from the Town Council's social media pages from the Communications and Engagement Manager was received and Councillors wished to express their thanks to the Communications and Engagement Manager for his hard work

Proposed by Councillor L McDonald
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

EO.16 THAT THE COUNCIL RESOLVES UDER 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

Councillor Weatherburn was permitted to remain in the room.

EO.16.1 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 C Godolphin
Seconded by Councillor M Champion

On a vote being taken the matter was approved unanimously.

EO.17 TO RECEIVE AND REVIEW UPDATED POLICIES ASSOCIATED TO THE DELIVERY OF THE YOUTH COUNCIL AND AGREE ACTION

The Acting Assistant Clerk explained that, as these policies were reviewed regularly, there had only been minor changes, and these had been highlighted so that Councillors could identify them.

EO.17.1 RESOLVED: that updated policies associated to the delivery of the Youth Council were received and renewed

Proposed by Councillor M Champion
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

EO.18

TO REFLECT ON AND EVALUATE RECENT EVENTS AND AGREE ACTION:

- i) TREVITHICK DAY**
- ii) VE DAY 80**
- iii) ST PIRAN'S DAY**

The Events and Widening Participation Manager gave a brief review of each event.

She began by reviewing Trevithick Day. Whilst it had been a highly successful event Councillors felt that the staffing and resources should be reviewed for future years as some staff had worked a very high number of hours on the day.

There was to be a wash-up meeting with the Trevithick Day Committee soon and the conclusions from that meeting would be brought back to Councillors.

EO.18.1

RESOLVED: that the review of the Trevithick Day event was received

Proposed by Councillor L McDonald
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

Councillor Godolphin proposed that the meeting be extended by a maximum of fifteen minutes.

EO.18.2

RESOLVED: that the meeting be extended by a maximum of fifteen minutes was approved

Proposed by Councillor C Godolphin
Seconded by Councillor M Kelly

On a vote being taken the matter was approved unanimously.

The Events & Widening Participation Manager explained that Camborne Town Council had worked with the Royal British Legion for a day of events, which had been well received.

EO.18.3

RESOLVED: that the review of V E Day was received with thanks from the Councillors to all the staff involved

Proposed by Councillor C Godolphin
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

The Events and Widening Participation Manager explained to Councillors that the St Piran's Day event had needed to be removed from the Town Square due to the weather. Despite this, approximately 350 people had been able to access the event in the Library. This success was paving the way for bigger St Piran Day events in the future.

EO.18.4

RESOLVED: that the review of the St Piran Day Event was received

Proposed by Councillor Z Fox
Seconded by Councillor M Kelly

On a vote being taken the matter was approved unanimously.

There being no further business the Chair closed the meeting at 20:31

SIGNED BY THE CHAIR.....

DATE

