

Councillors Present:

Mrs G A Grant – Town Mayor

D Garwood, J Langan, Mrs M K May, R P Mitchell, M J Mullins, Mrs S Peters, C S F Smith, M Snowdon, C K Wenmoth and E L Wilkes

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### **173. APOLOGIES**

The Mayor welcomed two newly appointed members, Councillors R P Mitchell and C K Wenmoth to their first meeting of the full Council. Apologies were received from Councillors Mrs B Hulme (away) and K S Green (work).

### **174. DECLARATIONS OF INTEREST**

Councillors Mrs G A Grant, Mrs M K May, M Snowdon and E L Wilkes declared a non-registrable interest in Agenda No. 15 (Community Grants) as they were Trustees of the Stuart Stephen Memorial Hall Trust.

Councillors Mrs G A Grant, C S F Smith and M Snowdon declared a non-registrable interest in Agenda No. 15 (Community Grants) as they were members of the Penryn Town Team.

### **175. PUBLIC PARTICIPATION**

The Town Clerk advised that no requests had been received from members of the public wishing to speak at the meeting.

### **176. MINUTES**

**RESOLVED** that minutes 153 to 172 of the Council meeting held on 2 March 2015 be approved and signed as a correct record.

*Proposed by Councillor E L Wilkes and seconded by Councillor Mrs M K May*

The minutes of the meeting of the Planning Committee held on 16 March 2015 were noted.

The minutes of the meeting of the Community Emergency Plan Working Party held on 24 February 2015 were noted.

### **177. CORRESPONDENCE**

The Town Clerk presented an end of project summary from Cornwall Council's Youth Work Coordinator following the cessation of the Falmouth and Penryn Youth Work Team. She advised that Cornwall Council would continue to support young people most in need through targeted one to one youth workers.

The Council was advised that it was hoped that some of the proposals for the Dracaena Centre in Falmouth would extend to cover the Penryn area.

### **178. MAYOR'S ANNOUNCEMENTS AND ENGAGEMENTS**

The Council noted the list of Mayor's engagements since the previous meeting.

## **179. REPRESENTATIONS BY CORNWALL COUNCIL MEMBERS AND REPORTS BY COUNCILLORS ATTENDING EXTERNAL MEETINGS**

Cornwall Councillor Mary May reported on the following:

- There were three properties due to be auctioned in Penryn and it was hoped that the proceeds would be ringfenced for the benefit of Penryn.
- Cornwall Council had launched a consultation on libraries and One Stop Shops.
- The Allocations Development Plan Document would be discussed at a meeting of Cornwall Council's Policy Advisory Committee on 16 July.
- The Community Chest funds for 2014–15 had all been spent with the balance funding new mirrors for the dance club at the Saturday Club. The next tranche of funding amounted to £2295 and community groups could apply for grants of £200–500 from 1 April.
- Laurence Reed would be opening Penryn Fair Day on 29 August and volunteers would be welcome.
- Penryn Week competitions were held during the Easter weekend and Councillor support was needed during 13–19 July.
- Negotiations on a slipway at Church Beach had recommenced.

Cornwall Councillor Tony Martin reported on the following:

- The Community Chest had a balance of £600 remaining, but he had received a request for funding from the Flushing Bowling Club.
- Concerns had been raised regarding a copper beech, a monkey puzzle tree and a badger sett at Vinery Meadows, but conditions had been built into the planning permission to protect them.

## **180. REPORT FROM THE TOWN CLERK**

The Town Clerk presented an update report on the work of the Council which was noted. In response to a number of questions, Councillors were advised the following:

- Community groups that had benefitted from Town Council Community Grants had been invited to attend the Annual Parish Meeting.
- A meeting had been arranged for 28 April to discuss the setting up of a management group to develop and manage a Memory Café in Penryn.
- New CCTV cameras should all be installed, but they were unlikely to be connected to the monitoring centre at Tolvadden until June.
- Cornwall Council had given notice that they would be vacating the Old Gentlemen's Shelter.

## **181. ACCOUNTS**

The statement and list of payments made for the period 1 to 28 February 2015 were presented.

**RESOLVED** that the list of accounts paid from 1 to 28 February 2015 be approved.

*Proposed by Councillor E L Wilkes and seconded by Councillor C S F Smith*

## **182. PENRYN CLOCK TOWER**

The Town Clerk presented a report on the findings of the surveyor with regard to damp penetration in Penryn Town Hall's clock tower. During discussion, a number of funding

sources were highlighted. In response to a question, the Town Clerk advised that previous repairs to the clock tower had been carried out in 2002. Councillor Mary May undertook to follow up the matter of the leading with the Conservation Officer.

**RESOLVED** that

- (a) funding be sought for the cost of remedial works on Penryn clock tower and the replacement and updating of the clock and strike mechanism;
- (b) £20,000 be vired across from reserves into a budget for match funding;
- (c) should the funding be secured, RTP Surveyors be engaged to project manage the works with a budget of £49,000; and
- (d) should the funding be secured, Smith of Derby Ltd be appointed to replace the clock and strike mechanism at a cost of £4977 plus VAT.

*Proposed by Councillor J Langan and seconded by Councillor Mrs S Peters*

### **183. GLEBE CEMETERY**

The Town Clerk presented a report on Glebe Cemetery with a recommendation that steps be taken to remedy the subsidence of a number of burial plots. Following a discussion, it was felt that it was necessary to seek further advice on the best way forward.

**RESOLVED** that a review of the management of the cemetery be carried out and recommendations for the future management of the cemetery be brought back to a later meeting of the Council.

*Proposed by Councillor M J Mullins and seconded by Councillor E L Wilkes*

### **184. EXCHEQUER QUAY PUBLIC CONVENIENCES**

The Town Council was advised that Cornwall Council's Harbours Board had agreed to fund the public toilets on Exchequer Quay, and had requested that the Town Council continues to manage them on behalf of the Board.

**RESOLVED** that delegated authority be granted to the Town Clerk, in consultation with the Town Mayor and Deputy Mayor, to enter into a management agreement with Cornwall Council, through the Harbours Board, for the public conveniences on Exchequer Quay, subject to sufficient funding being provided from the Harbours Board to cover all costs.

*Proposed by J Langan and seconded by Councillor C S F Smith*

### **185. NEIGHBOURHOOD PLAN WORKING PARTY**

The Town Clerk presented draft Terms of Reference for a Neighbourhood Plan Working Party and advised that subsequent to the report being published, two new Councillors had been elected and that they may wish to be considered for membership of the Working Party. In response to a question regarding representation from the community, the Town Clerk advised that the Terms of Reference gave the Working Party delegated authority to co-opt additional non-Council members as and when it felt appropriate to do so.

**RESOLVED** that

- (a) the draft Terms of Reference, attached as an Appendix to the report, be approved; and
- (b) the membership of the Neighbourhood Plan Working Party be as follows:

Councillor D Garwood  
Councillor Mrs G A Grant  
Councillor Mrs B Hulme  
Councillor J Langan  
Councillor R P Mitchell  
Councillor C S F Smith  
Councillor M Snowdon  
Councillor C K Wenmoth  
Cornwall Councillor Mrs Mary May.

*Proposed by Councillor M J Mullins and seconded by Councillor D Garwood*

## **186. INVESTMENT POLICY**

**RESOLVED** that the draft Investment Policy, attached as an Appendix to the report, be adopted.

*Proposed by Councillor J Langan and seconded by Councillor M Snowdon*

## **187. COMMUNITY GRANTS**

In accordance with paragraph 3.5A of the Town Council's Code of Conduct, Councillor C S F Smith advised that the Penryn Town Team was a regeneration organisation similar to other Town Forums and was making some progress, but currently had no funds or working capital. The Community Grant request was for seed funding.

Having declared a non-registrable interest earlier in the meeting, Councillors Mrs G A Grant, C S F Smith and M Snowdon left the Council Chamber for the duration of the following item and did not take part in the vote nor the debate. In the absence of both the Mayor and Deputy Mayor, Councillor Mrs M K May was elected to take the Chair for the duration of the item.

During the discussion, concerns were raised regarding public engagement on the branding of the Town Team and Councillors were advised that the Town Team would be holding public consultations which Councillors could also attend to make their views known. It was noted that Councillors requested that minutes of Town Team meetings be circulated.

**RESOLVED** that, in accordance with Section 137 of the Local Government Act 1972, Penryn Town Team be awarded a grant of £350 for seed funding.

*Proposed by Councillor J Langan and seconded by Councillor M J Mullins*

Following the above item, Councillor C S F Smith returned to the Council Chamber. Having declared a non-registrable interest earlier in the meeting, Councillors Mrs G A Grant and M Snowdon remained outside the Council Chamber and Councillors Mrs M K May and E L Wilkes left the Council Chamber for the duration of the following item and did not take part in the vote nor the debate. In the absence of both the Mayor and Deputy Mayor, Councillor M J Mullins was elected to take the Chair for the duration of the item.

**RESOLVED** that, in accordance with Section 19 of the Local Government (Miscellaneous Provisions) Act 1976, the Stuart Stephen Memorial Hall Trust be awarded a grant of £2000 towards the cost of operating the Stuart Stephen Memorial Hall.

*Proposed by Councillor J Langan and seconded by Councillor C K Wenmoth*

Following the above item, Councillors Mrs G A Grant, Mrs M K May, M Snowdon and E L Wilkes returned to the Council Chamber and Councillor Mrs G A Grant took the Chair.

**188. PENRYN BY-ELECTION**

The election of Councillors R P Mitchell and C K Wenmoth at the Penryn by-election on 26 March 2015 was noted.

**189. RISK MANAGEMENT PLAN**

The Council received an updated Risk Management Plan which was noted.

**190. EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED** that in accordance with Section 1 of the Public Bodies Admission to Meetings Act 1960, the public be excluded from the meeting during consideration of the following item by reasons of the confidential nature of the item. Proceedings, apart from any resolutions passed, shall remain confidential.

*Proposed by Councillor Mrs M K May and seconded by Councillor C S F Smith*

**191. WEED CONTROL**

**RESOLVED** that delegated authority be granted to the Town Clerk, in consultation with Councillor D Garwood, to enter into a one year contract with Complete Weed Control to carry out weed control on Penryn highways at a cost of £1936.00 plus VAT, subject to satisfactory risk assessments and method statement.

*Proposed by Councillor E L Wilkes and seconded by Councillor D Garwood*

There being no further business the meeting was closed at 8.40 p.m.

**TOWN MAYOR**