

MINUTES OF THE MEETING OF THE COUNCIL OF PENRYN HELD ON MONDAY 3 SEPTEMBER 2018 AT 7.00PM IN THE COUNCIL CHAMBER, TOWN HALL, PENRYN

Councillors

Mrs S K Peters (Town Mayor)

Mr C K Wenmoth (Deputy Town Mayor)

M Cant, Dr J Garrett, Ms R L Holden, J Langan, Mrs M K May, C Mullins, G C Rickard, Mrs J Tucker

In Attendance

Helen Perry (Town Clerk)

Councillor J Symonds – Cornwall Councillor Penryn East & Mylor

53. APOLOGIES

Apologies for absence were received from Councillors Mrs M V Bennett (Personal) D F Edwards (Work), K S Green (Work), D Mason (Work), Mrs H May (Work) and M Snowdon (Work).

54. DECLARATIONS OF INTEREST

There were no declarations of interest.

55. DISPENSATIONS

There were no requests for dispensations.

56. PUBLIC PARTICIPATION

No requests had been received from members of the public wishing to speak at the meeting.

57. MINUTES

RESOLVED that minutes 39 to 52 of the meeting of the Council held on 2 July 2018 be approved and signed as a correct record.

Proposed by Councillor Mrs M K May and seconded by Councillor Ms R L Holden

The minutes of the meeting of the Planning Committee held on 16 July 2018 were noted.

The minutes of the meeting of the Planning Committee held on 20 August 2018 were noted.

RESOLVED following a site visit on 24 August in respect of planning application reference PA18/06547 that delegated powers be given to the Town Clerk in conjunction with the Chairman and Vice Chairman of the planning committee to submit a response

The minutes of the meeting of the Penryn Week Committee held on 6 August 2018 were noted

58. CORRESPONDENCE

The Town Clerk reported:

Road Closure

The B3292 will be closed from 7pm to 7am on Monday 1 October to Friday 12 October 2018. (i.e. Treluswell Roundabout to Trelwaney Park)

59. MAYOR'S ANNOUNCEMENTS AND ENGAGEMENTS

The list of Mayor's engagements for the period 3 July 2018 to the 2 September 2018 were noted.

Councillor Mrs S K Peters thanked Councillor C K Wenmoth for his continual support, and thanked Councillors who had attended her Civic Service on the Quay.

60. REPRESENTATIONS BY CORNWALL COUNCIL MEMBERS AND REPORTS BY COUNCILLORS ATTENDING EXTERNAL MEETINGS

There were no items to report from the Cornwall Council members or Councillors.

61. TOWN CLERK'S REPORT

The Town Clerk's report was noted.

62. ACCOUNTS – 1 JUNE TO 30 JUNE 2018

RESOLVED that the list of accounts paid and the monthly statement for the period 1 to 30 June 2018 be approved.

Proposed by Councillor Mrs M K May and seconded by Councillor Ms R L Holden

63. ACCOUNTS – 1 JULY TO 31 JULY 2018

The Town Clerk reported that the Finance Officer was designing a flyer for the new Enhancement Grant, the leaflets will be distributed within the Conservation Area.

RESOLVED that the list of accounts paid and the monthly statement for the period 1 to 31 July 2018 be approved.

Proposed by Councillor Mrs M K May and seconded by Councillor Mrs J Tucker

64. COMMUNITY GRANTS

There was one request for a community grant

Drama Express

Requested a grant of £200 towards a 'Play in a Day' project, Councillors discussed the proposal, but due to a lack of information regarding the dates and locations of the events it was felt further information was required.

RESOLVED that delegated powers be given to the Town Clerk in conjunction with the Town Mayor and Deputy Town Mayor, to award a grant of £200, subject to the satisfactory supply of the additional information.

65. RISK MANAGEMENT UPDATE

The risk management update report was noted.

Councillor C Mullins informed Council that he had been unable to attend to complete the internal audit on 24 August and that the audit has been rescheduled for Wednesday 5 September.

66. TOWN CLOCK UPDATE

The Town Clerk presented the estimated costs for the hire of the lifting platform to allow access to the faulty clock face on the Town Hall and reminded Councillors that if the clock hands had to be removed a further hire charge would be incurred when the final repair is carried out.

RESOLVED that;

- a) The lifting platform is hired from Prolift at a cost of £450 for a day's hire, £250 for the operator and £100 for transport to and from site.
- b) Fuel and harness charges to be paid if incurred

And

- c) The charges in (a) and (b) above be approved for a return visit, if the faulty parts are taken away for repair.
- d) A press release be issued once the engineer visit has taken place

Proposed by Councillor C Mullins and seconded by Councillor Dr J Garrett

67. COUNCILLOR INTERNAL AUDITOR

RESOLVED that Councillor Dr J Garrett be appointed as the replacement internal auditor

Proposed by Councillor Mrs M K May and seconded by Councillor J Langan

68. OPENING HOURS REVIEW

RESOLVED that as of Monday 1 October 2018;

- a) The Library/Council Office opening hours are:
Monday to Thursday 9am to 5pm
Friday 9am to 4:30pm
- b) One Stop Shop payments (i.e. Council Tax) to cease at 4:45pm (Mon to Thurs) and 4:15pm (Fri) to enable the takings to be 'cashed up' before close of business. A customer notice to be displayed stating final times for accepting payments.
- c) Signage amended with the finalised hours

Proposed by Councillor Mrs M K May and seconded by Councillor J Langan

69. TEMPERANCE HALL (TEETOTAL HALL) COVENANT

A lengthy discussion took place regarding the covenant on the Teetotal Hall, the main points raised were:

- Increases flexibility of the hall use
- Wedding reception venue
- Staff Issues – would staff have to deal with inebriated people
- Who would be responsible if there is underage drinking
- Who would be responsible for recycling empty bottles and cans
- Hall closing time – latest time for closing currently 10:30pm
- Rechabite Society/Teetotal Society – do they still exist
- Town Hall – alcohol can be consumed there

- TENS Licences

RESOLVED that

- a) item be deferred to the October meeting to allow for further research.
- b) An approach be made to the Rechabite/Teetotal Society if they can be located.

Proposed by Councillor Ms R L Holden and seconded by Councillor Mrs J Tucker

70. PORT OF PENRYN

Councillor J Langan reported that due to work commitments he had been unable to collect the required information, he then gave Councillors an overview of the history of the Port.

A discussion then took place regarding the ownership of the Port of Penryn, and how it could be managed if it was devolved to the Town Council

RESOLVED that

- a) A 'fact finding' meeting with Falmouth Harbour Commissioner Captain Mark Sansom be set up. Councillors Langan, Holden, Mullins, Garrett, Peters and the Town Clerk to be invited to attend
- b) An update is given at the next available Council meeting

Proposed by Councillor J Langan and seconded by Councillor Mrs M K May

71. INDUSTRIAL STEAMER

RESOLVED that a Karcher SG 4/4 Steam Cleaner (240v) is purchased from www.cleanstore.co.uk for the sum of £548.33 excluding VAT

Proposed by Councillor J Langan and seconded by Councillor Ms R L Holden

72. MEMORIAL GARDEN – AIR WALKER

It was proposed by Councillor J Langan and seconded by Councillor Mrs M K May that the Air Walker be removed from the Memorial Garden and not replaced.

It was proposed as an amendment by Councillor Ms R L Holden and seconded by Councillor Dr J Garrett that the Air Walker is replaced

On a vote the amendment lost.

RESOLVED that the Air Walker be removed from the Memorial Garden and not replaced

Proposed by Councillor J Langan and seconded by Councillor Mrs M K May

73. PUBLIC TOILET - LIBRARY

A general discussion took place with regards to the necessity of a toilet being installed in the library area to be used by members of the public.

The statistics collected showed high usage of the staff toilet on some days and also no usage for days, the higher usage appeared to tie-in with events being held in the library (e.g. Lego Club).

The Town Clerk reported that the installation of a toilet would significantly reduce the size of the children's area of the library, a further discussion then took place regarding the layout of the entire library area.

RESOLVED that

- a) Professional opinion is sought for the installation of the toilet and any further alterations, that would make the library more user friendly
- b) After the advice is sought, a set of plans be drawn up of the proposed alterations for submission to the Council

Proposed by Councillor J Langan and seconded by Councillor Mrs M K May

74. GRIT BINS

A general discussion took place regarding the grit/salt bins, the main point raised were:

- Bins not used every year
- The contents of the bins generally contain faecal matter
- Cost of filling and maintaining
- Locations

The Town Clerk confirmed that the location of any new bins would need to be approved by Cormac/Highway Department at Cornwall Council, as they are not allowed to be located in areas where they may cause a highway issue.

RESOLVED that

- a) Cormac be contacted to see if they offer an annual contract to refill the grit bins
- b) The item is added to the next agenda after the information has been received

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

75. CHAINS OF OFFICE

Councillors discussed the various chains of office and whether a new chain was required.

RESOLVED that the item is deferred to the October Council meeting and all three chains (Mayor's, Mayoresses and Deputy Mayor's) are available for inspection.

Proposed by Councillor Mrs M K May and seconded by Councillor J Langan

There being no further business the meeting was closed at 9:07pm

CHAIRMAN