

MINUTES OF THE MEETING OF THE COUNCIL OF PENRYN HELD ON MONDAY 1 OCTOBER 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, D Edwards, Dr J Garrett, Ms R L Holden, Mrs M K May, C Mullins, M Snowdon, Mrs J Tucker

In Attendance

Helen Perry (Town Clerk)

Councillor J Symonds – Cornwall Councillor Penryn East & Mylor

76. APOLOGIES

Apologies for absence were received from Councillors Mrs M V Bennett (ill), J Langan (work) D Mason (work) and G Rickard (medical).

77. DECLARATIONS OF INTEREST

Councillor Mrs J Tucker declared a non-registrable interest in agenda item 13 – Review of Hall Hire Charges as she is a regular hirer.

78. DISPENSATIONS

There were no requests for dispensations.

79. PUBLIC PARTICIPATION

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

80. MINUTES

RESOLVED that minutes 53 to 75 of the meeting of the Council held on 3 September 2018 be approved and signed as a correct record.

Proposed by Councillor Mrs M K May and seconded by Councillor C K Wenmoth

The minutes of the meeting of the Planning Committee held on 17 September 2018 were noted.

The minutes of the meeting of the Penryn Week Committee held on 10 September 2018 were noted.

Councillor Ms R L Holden reported that on page one of the Penryn Week minutes, it stated that she had offered to act as the 'First Aider' for the Christmas Lights switch-on, unfortunately her first aid certificate is not up to date and therefore will be unable to assist with the First Aid cover.

81. CORRESPONDENCE

The Town Clerk read an email from Councillor Keven Green resigning as a Councillor due to work and family commitments.

Councillors wished to thank Councillor K Green for his contribution during his time as a Councillor, it was **RESOLVED** that a letter of thanks be sent

Proposed by Councillor Mrs M K May and seconded by Councillor M Snowdon

82. MAYOR'S ANNOUNCEMENTS AND ENGAGEMENTS

The list of Mayor's engagements for the period 3 September 2018 to the 1 October 2018 were noted.

Councillor Mrs S K Peters reported that the cream tea with Carnon Carers scheduled for 25 September did not take place due to a misunderstanding with the date. The items did not go to waste and were donated to the Community Rynners who were holding a coffee morning in aid of Macmillan and they raised approximately £520.

Councillor C K Wenmoth reported that the events he had attended on behalf of the Mayor had been very successful and was pleased to see the promotion of wellbeing within the Town.

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

Councillor J Symonds reported that the trial double yellow lines had been placed at Bronescombe Close.

Councillor Mrs M K May reported:

- Travellers – the Travelling Community family that had camped behind Asda have been moved. A bund has been dug around the land and should prevent further unauthorised camping taking place. A transient site is nearing completion and in future all members of the Travelling Community will be directed to the site.
- Robin Reliant Double Yellow Lines – the contractors have admitted that the Robin Reliant was moved to enable the yellow lines to be installed. Cornwall Council have apologised.
- Green Lane – yellow lines have been requested for Green Lane, and they have been added to the programme.
- Merger with Dorset Police – the Town Clerk circulated to Councillors (by email) the letter to Alison Hernandez stating the views of Cornwall Council.
- Mock Mayor/Craft Fair – both took place on Saturday 29 September and had been successful. Councillor Mrs M K May thanked Councillor Ms R L Holden for distributing the Mock Mayor leaflets advertising the event.
- Penryn Week – the committee organised approximately 15 events this year, a request was made for the Town Councillors support more of the town events.

Councillor C K Wenmoth reported that he had attended the Museum Society meeting where the visitor numbers were discussed. Up to the end of August 2018, there have been 1,032 visitors to the museum, of which 432 visited in August with 249 visiting on Fair Day.

Genealogy enquiries are becoming more popular, research is also taking place on the Custom Houses that were in Penryn and a visit from the University is scheduled for Monday 15 October.

Marmaduke the mouse is popular with the children, pictures of Marmaduke are placed throughout the museum and once all the pictures have been found a badge is issued.

The displays in the museum will change in the winter closure when a display of children's toys will be created.

Councillors Dr J Garrett and D Edwards attended the University Information Sharing Forum on the 11 September, the main points raised were:

- Community Warden
- Student volunteer week
- Regenerating Glasney
- Volunteer Fair – October

Any groups that are looking for volunteers, can contact Rose Hitchens-Todd, Community Partnerships Manager at FXU.

A general discussion took place regarding volunteers, Councillor Mrs M K May confirmed that the contact details are available in the office.

84. TOWN CLERK'S REPORT

The Town Clerk's report was noted.

85. ACCOUNTS – 1 AUGUST TO 31 AUGUST 2018

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

Proposed by Councillor Mrs M K May and seconded by Councillor M Cant

86. EXTERNAL AUDITOR'S REPORT

The external auditor's (PKF Littlejohn LLP) report was noted

The Town Clerk confirmed that the items requiring publishing on the website in regards to the transparency code were on various pages, to make it easier for the information to be found, a separate page is being created.

87. PRE-BUDGET DISCUSSION

The Town Clerk gave an overview of the budgeting process, the budget will be compiled by mid-November to enable the draft budget to be presented to Council at the December Council meeting.

Councillors were requested to supply the Town Clerk with any items they wish to be considered for the budget as soon as possible, especially if quotations are required.

88. REVIEW OF HALL HIRE CHARGES

Having earlier in the meeting declared a non-registrable interest in agenda item 13, Councillor Mrs J Tucker left the room for the duration of the following item and did not take part in the debate or the vote.

Councillors discussed the various venues that are available for hire in Penryn area, the venues that had closed recently and those venues that are struggling.

It was **RESOLVED** that

- a) hall hire charges remain unchanged for the 2019/2020 financial year

- b) hall hire charges are reviewed, prior to budget setting for the 2020/2021 financial year

Proposed by Councillor Mrs M K May and seconded by Councillor C K Wenmoth

Following the above decision Councillor Mrs J Tucker returned to the meeting.

89. PORT OF PENRYN UPDATE

Councillor C Mullins gave a brief overview of the meeting with Captain Sansom of Falmouth Harbour Commissioners, due to the absence of Councillor J Langan it was **RESOLVED** that the item be deferred to the November Council meeting.

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

90. TEETOTAL HALL UPDATE

Councillor C Mullins updated members on his research on the Rechabite Society, a general discussion took place about the hall.

RESOLVED that the item be deferred to the January 2019 meeting, to allow for further research to take place

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

91. ACT OF REMEMBRANCE

Councillor C K Wenmoth reported that the Remembrance Parade in November is poorly attended by members of the Council, in previous years members have commented that they do not attend the service as they are non-religious or have a different faith.

This year, Armistice Day and the Remembrance Parade have fallen on the same day, the civic parade processes to St Gluvias Church, with the wreath laying taking place at the Memorial outside the Church.

Armistice takes place in the Memorial Garden, Councillor Wenmoth confirmed that he will be attending the Armistice Act of Remembrance as he is the President of the Penryn Branch of the Royal British Legion.

Councillor Wenmoth invited Councillors to join him in the Memorial Garden if they felt they would prefer to attend a non-religious event.

92. FINANCIAL REGULATIONS

RESOLVED that the Financial Regulations V.5 be approved and adopted

Proposed by Councillor Mrs S K Peters and seconded by Councillor M Snowdon

93. EXCLUSION OF 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 the consideration of the following items 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 M Snowdon

94. DECORATION MUSEUM OFFICE

RESOLVED that G J Medlin Painting and Decorating be appointed the contractor for the decoration of the museum office at a cost of £870 excluding VAT and the additional funds required be taken from general reserves.

Proposed by Councillor M Snowdon and seconded by Councillor Mrs M K May

95. DECORATION PERMARIN TOILETS

RESOLVED that Alan Symonds Decorating Ltd be appointed the contractor for the decoration of Permarin Toilets at a cost of £1,974 excluding VAT and the additional funds required be taken from general reserves

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

96. CHAINS OF OFFICE

RESOLVED that

- a) A new chain of office is not required for the Deputy Mayor
- b) Repairs are carried out to the existing chain as soon as possible.

Proposed by Councillor Ms R L Holden and seconded by Councillor C Mullins

97. AIR-CONDITIONING LIBRARY

RESOLVED that quotations be sourced for the installation of windows in the roof, that can be opened electronically.

Proposed by Councillor M Snowdon and seconded by Councillor Mrs M K May

There being no further business the meeting was closed at 9:03pm

CHAIRMAN