

MINUTES OF THE **MEETING OF THE COUNCIL OF PENRYN HELD ON MONDAY 5 NOVEMBER 2018 AT 7.00PM IN THE COUNCIL CHAMBER, TOWN HALL, PENRYN**

Councillors

Mr C K Wenmoth (Deputy Town Mayor)

Mrs M V Bennett, M Cant, D Edwards, Dr J Garrett, Ms R L Holden, J Langan, Mrs H May,

Mrs M K May, C Mullins, G Rickard, M Snowdon, Mrs J Tucker

In Attendance

Helen Perry (Town Clerk)

98. APOLOGIES

Apologies for absence were received from Councillor Mrs S K Peters (work).

Councillor J Symonds, Cornwall Councillor for Penryn East and Mylor also apologised.

99. DECLARATIONS OF INTEREST

There were no declarations of interest.

100. DISPENSATIONS

There were no requests for dispensations.

101. PUBLIC PARTICIPATION

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

102. MINUTES

RESOLVED that minutes 76 to 97 of the meeting of the Council held on 1 October 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 Staffing Committee held on 4 October 2018 were noted.

The minutes of the meeting of the Planning Committee held on 15 October 2018 were noted.

The minutes of the meeting of the Neighbourhood Plan Steering Group held on 8 October 2018 were noted.

103. CORRESPONDENCE

The Town Clerk reported:

The Seven Stars Inn, The Terrace, Penryn has been included on Cornwall Council's list of assets of community value under the Localism Act 2011.

Road Closures

Three road closures in Penryn have been approved.

- Tremoughdale – 5 November to 7 December (24 hours)

- Hill Head – 12 November to 19 November (24 hours)
- Treluswell Roundabout to Ponsharden Roundabout – 19 November to 21 November (overnight 7pm to 6am)

104. MAYOR'S ANNOUNCEMENTS AND ENGAGEMENTS

The list of Mayor's engagements for the period 2 October 2018 to the 4 November 2018 were noted.

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

Councillor Mrs M K May reported:

- Yellow lines – the majority of the double yellow lines have been installed, there are still a few areas to be completed, due to parked cars.
- Green Lane – the parking permits did not go ahead
- Trekeen – have asked for this area to be incorporated in the next traffic order, to enable a wheelchair user better access.
- Budget – Cornwall Council are currently proposing a 3.99% increase to Council Tax, which includes the 2% for adult social care.
- CCTV Meeting – Wadebridge and St Ives have had cameras installed and are linked to the Cornwall Fire and Rescue Monitoring Centre at Tolvaddon. Discussions involved introducing a set fee if all partners in the group requested additional monitoring (e.g. New Year's Eve)
- Permarin Car Park – the works at Brigatine will be commencing, and will therefore cause some congestion around Permarin Car Park, currently vehicles are parking outside of the bays which can make it difficult to drive around the car park. A press release will be issued once a confirmed date has been established for the commencement of the work, informing the public that Commercial Road car park is free from 4pm to 9am Monday to Saturday and free all day on Sunday.

Councillor Ms R L Holden reported:

- The date for the annual twinning visit has been agreed as 8 May 2019 to 12 May 2019.
- That the double yellow lines by Permarin Car Park have been extended to the pole at the entrance, therefore removing a space for a vehicle to park without causing an obstruction. Councillor Mrs M K May confirmed that she will look at the situation and pass the information on to Councillor John Symonds who is the Cornwall Councillor for that area.

106. TOWN CLERK'S REPORT

The Town Clerk requested that Councillors do not use the parking spaces outside the Town Hall on Wednesday 7 November, as the lifting platform needs the area to enable the Town Clock to be repaired.

The Town Clerk's report was noted.

107. ACCOUNTS – 1 SEPTEMBER TO 30 SEPTEMBER 2018

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

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

108. PORT OF PENRYN

Councillor Langan updated Councillors further on the meeting with Captain Sansom of Falmouth Harbour Commissioners, a discussion then took place regarding the general condition of the Port. The main concern raised was the number of wrecks that are still in situ after a lengthy period of time.

The Cornwall Harbour Revision Order has been drafted, Councillor Mrs M K May confirmed that the current funds held by the Port of Penryn are ring-fenced however, once the new Revision Order is approved any funds received by the Ports will be distributed centrally throughout the network.

RESOLVED that;

- a) Subject to the Cornwall Harbour Revision order NOT being approved by the Department of Transport, the Town Council requests devolution of the Port of Penryn
- b) The Town Clerk writes to the Portfolio Holder at Cornwall Council requesting the devolution of the Port of Penryn if the Cornwall Harbour Revision Order is not approved.
- c) The Town Clerk writes to Captain Andy Brigden to request a progress report on the removal of the wrecks and an expected time frame.

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

109. ELECTIONS – PENRYN EAST & PENRYN WEST

The Town Clerk reported that further to the resignations of Councillors K Green and D Mason the statutory 'notice of vacancy' period had expired and the elections office have received the required ten requests in writing for an election to be called.

Elections will take place in both the East and West Ward.

The official notices regarding the timetable for the return of nominations have not been produced yet, however a date has been set when nomination papers can be returned at Penryn. A member of the elections' office will be available at the Town Council between 9am - 1pm and 2pm - 5pm on Tuesday 27 November 2018.

A discussion then took place regarding whether polling cards would be required if the election is contested, the election is scheduled for Thursday 3 January 2019.

RESOLVED that poll cards be sent to members of the electorate if the election is contested.

Approximate costs

- Penryn West £1,500
- Penryn East £800

Proposed by Councillor M Snowden and seconded by Councillor Ms R L Holden

110. ADVERSE WEATHER AND TRAVEL POLICY

As per the recommendation from the Staffing Committee it was **RESOLVED** that the Adverse Weather and Travel Policy be adopted.

Proposed by Councillor J Langan and seconded by Councillor Mrs J Tucker

111. COMPASSIONATE LEAVE POLICY

As per the recommendation from the Staffing Committee it was **RESOLVED** that the Compassionate Leave Policy be adopted.

Proposed by Councillor J Langan and seconded by Councillor C Mullins

112. DATA RETENTION AND DISPOSAL POLICY

RESOLVED that the data retention and disposal policy be adopted

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

113. REVIEW PRIVACY NOTICE

RESOLVED that;

- a) The updated privacy notice be adopted
- b) The privacy notice is added to the website as soon as possible

Proposed by Councillor J Langan and seconded by Councillor C Mullins

114. FREE PARKING OVER THE FESTIVE PERIOD

RESOLVED that the Town Clerk responds to Cornwall Council, requesting the date for free parking to be Saturday 1 December 2018 when the Town's Christmas Lights will be switched on.

Proposed by Councillor J Langan and seconded by Councillor M Cant

115. SPONSORED CHRISTMAS TREE 2019

Councillor M Cant reported on the discussions he has had with the University with regards to financial assistance for the sponsorship of a large Christmas Tree in the Memorial Garden for 2019.

A discussion then took place regarding the location for the Christmas Tree within the Memorial Garden and the work that would be required to ensure the tree is secured, possibly in a pit and how a power supply to the tree would be achieved.

RESOLVED that

- a) the Town Clerk researches the installation of the tree and reports back to Council with estimated costs
- b) funds are allocated in the draft budget for the possible creation of the 'pit' and associated works.

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

116. EXPERIMENTAL TRAFFIC REGULATION ORDER – BRONESCOMBE CLOSE

RESOLVED that;

- a) The Town Council supports the installation of the double yellow lines at Bronescombe Close and Glasney Terrace
- b) The Town Clerk responds to the consultation prior to the closing date.

Proposed by Councillor M Snowdon and seconded by Councillor Mrs J Tucker

Following the resolution of the above item, Councillor G Rickard left the meeting at 8:20pm and did not return.

117. BMX TRACK

A lengthy discussion took place regarding the use of the BMX track, and whether the area would be used more frequently if the track was removed.

RESOLVED that;

- a) Quotations are sourced for flattening the BMX Track and also repairing the track
- b) Penryn Primary Academy and Penryn School are contacted to promote the use of the BMX Track
- c) A press release is compiled at a later date promoting the BMX track

Proposed by Councillor M Snowdon and seconded by Councillor Mrs J Tucker

118. GRIT BINS

A discussion took place questioning whether grit bins are beneficial to the community.

It was **RESOLVED** that

- a) Funds are taken from general reserves to purchase two salt/grit bins to replace the missing bins at Treverbyn Rise/Lanaton Road junction and Hillside Meadow.
- b) Funds are allocated in the 2019/20 for the replacement and filling of additional bins within the Parish

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

119. STANDING ORDERS

The Town Clerk gave a brief overview of standing orders, and drew Councillors attention to page 11 item j, the list of items that shall be included as matters of business at the Annual Meeting.

RESOLVED that item be deferred to the December 2018 Council meeting.

Proposed by Councillor M Snowdon and seconded by Councillor J Langan

There being no further business the meeting was closed at 8:48pm

CHAIRMAN