

MINUTES OF THE MEETING OF THE COUNCIL OF PENRYN HELD ON MONDAY 3 JUNE 2019 AT 7:00PM IN THE COUNCIL CHAMBER, TOWN HALL, PENRYN

Councillors

C K Wenmoth (Mayor), Mrs J Tucker (Deputy Mayor), Mrs M V Bennett, M Cant, Dr J Garrett, J Langan, Mrs M K May, Mrs R L McSorley, C Mullins, K Ruby, M Snowdon and T Widdon

In Attendance

Helen Perry (Town Clerk)
Councillor J Symons – Cornwall Councillor, Penryn East and Mylor

14. APOLOGIES

Apologies for absence were received from Councillors D F Edwards (work), Mrs H May (ill), Mrs S K Peters (work) and G C Rickard (medical appointment).

15. DECLARATIONS OF INTEREST

Councillor M Snowdon declared a Disclosable Pecuniary interest in agenda items 4, Neighbourhood Plan Presentation and 6, Neighbourhood Development Plan as he owns property that is rented to students

16. DISPENSATIONS

There were no requests for dispensations.

17. NEIGHBOURHOOD DEVELOPMENT PLAN PRESENTATION BY TERRY GROVE-WHITE

Having earlier in the meeting declared a disclosable pecuniary interest in the Neighbourhood Development Plan Presentation Councillor M Snowdon left the meeting.

Terry Grove-White gave Council an update on the draft neighbourhood development plan, the areas covered included:

- Housing Growth – does the Council wish to allocate sites?
- Settlement Boundary – explained infill and rounding off
- Green Infrastructure – areas to remain 'green', sustainability, bees and renewables
- Heritage – there are existing heritage documents that do not appear to be used.
- Economy – support of Kernick Industrial Estate, protection of smaller industrial areas, mixed use, improve waterfront access and linkages to Town Centre

18. PUBLIC PARTICIPATION

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

19. NEIGHBOURHOOD DEVELOPMENT PLAN

Having earlier in the meeting declared a disclosable pecuniary interest in the Neighbourhood Development Plan Councillor M Snowdon remained outside of the

meeting for the duration of the item and did not take part in the discussion or the vote.

RESOLVED that the Neighbourhood Development plan includes an Article 4 to limit HMO's to no more than 10% across the Parish

Proposed by Councillor Mrs R L McSorley and seconded by Councillor J Langan
Councillor Dr J Garrett requested that it be recorded that she abstained from the vote.

It was further **RESOLVED** that Round Ring and Packsaddle are incorporated in to the Neighbourhood Development as areas allocated for development

Proposed by Councillor J Langan and seconded by Mrs R L McSorley
Councillor M Cant requested that it be recorded that he abstained from the vote

Following the above resolution Councillor M Snowdon returned to the meeting.

20. MINUTES

RESOLVED that minute numbers 191 to 213 of the Council meeting held on 1 April 2019 were approved and signed as a correct record

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

RESOLVED that minute numbers 1 to 13 of the Annual Meeting of the Council held on 16 May 2019 were approved and signed as a correct record

Proposed by Councillor J Langan and seconded by Councillor Mrs R L McSorley

21. COMMITTEE MINUTES

The minutes of the meeting of the Planning Committee held on 15 April 2019 were noted

The minutes of the meeting of the Planning Committee held on 20 May 2019 were noted

The minutes of the meeting of the Penryn Week Group held on 2 April 2019 were noted

The minutes of the meeting of the Penryn Week Group held on 7 May 2019 were noted

The minutes of the meeting of the Penryn Town Fair Group held on 2 April 2019 were noted

The minutes of the meeting of the Penryn Town Fair Group held on 7 May 2019 were noted

The minutes of the Neighbourhood Plan Steering Group held on 10 April 2019 were noted

The minutes of the Neighbourhood Plan Steering Group held on 7 May 2019 were noted

22. CORRESPONDENCE

The Town Clerk reported;

- Cornwallalc – are considering holding chairmanship training and were looking for an expression of interest, of how many members may wish to attend.
- Cornwallalc are holding Code of Conduct training, which members are reminded they are supposed to complete within six months of taking office
- Coast Medic – Defibrillator at Exchequer Quay, following a complaint to the Town Council from a resident requesting the code for the defibrillator is lodged with South Western Ambulance Service. Coast Medic responded to confirm the callsign for the box is CC0156 and the box has been registered with the Ambulance Service. The defibrillator was originally funded by the Lions Club and is maintained by Coast Medic.
- Falmouth Town Council – Governance review, Falmouth Town Council have confirmed that their response to the review which affects Penryn is “a rationalisation of the current dog-leg boundary, pushing the northern town boundary (current Trescobeas Ward) north to encompass two fields at Hillhead and making the A39 road the town boundary between Falmouth and Penryn.

The Town Clerk confirmed this would mean the loss of the land at the former ‘Dales’ site, and the bottom field of the diocese land. Also, if the boundary goes to the waterfront, the Marina will become part of Falmouth. The Governance Review will be added to the July Council agenda to enable a response to made to Cornwall Council, by the deadline of 17 July 2019.

23. MAYOR’S ANNOUNCEMENTS AND ENGAGEMENTS

The list of Mayor’s engagements for the period 28 March 2019 to 2 June 2019 were noted.

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

Councillor J Symons reported;

- Governance review – is not just open to Council’s to respond, the views of the public are also welcomed.
- Climate Change – currently 113 parishes have confirmed their intentions to try to reduce carbon admissions. Some funds are being made available to insulate Council homes correctly. Cormac are also investigating the possibility of changing their motor vehicles to ones that are powered by electric.

Councillor Mrs M K May reported;

- That alcohol licences have been applied for from two companies based on Commercial Road
- Traffic Regulation Orders – the consultation for additional waiting restrictions at Trevaun, Trekeen Road, Trewarton Road and Brown’s Hill is open for comment.
- Train Timetables – from the Autumn due to additional trains being timetabled, a journey to London should reduce by 10 minutes.

Councillor Mrs R L McSorley took part in the Twinning visit to Audierne in France, and had her recent wedding blessed in their Town Hall, by the Mayor of Audierne.

Councillor Dr J Garrett attended the University Forum meeting and was glad to report the student warden scheme that was trialled in Falmouth would be extended to include Penryn in the next academic year.

Councillor Mrs M K May thanked Councillors, staff and their family members for taking part in the raft race, and was glad to report that the Town Council had achieved first place. Thanks, were also expressed to Penryn Community Bingo who donated the prize money.

25. TOWN CLERK'S REPORT

The Town Clerk's report was noted.

26. ACCOUNTS – 1 MARCH to 31 MARCH 2019

RESOLVED that the list of accounts paid and the monthly statement for the period 1 to 31 March 2019 be approved.

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

27. INTERNAL AUDIT REPORT

The Town Clerk reported, that one recommendation had been raised by the internal auditor during his visit on 1 May 2019, regarding allowances to members. The Mayoral Allowance is currently paid by the submission of invoices/receipts and charged against the budget. The allowance now needs to be paid through the payroll. A report on how to proceed will be submitted at the July Council meeting.

It was **RESOLVED** that;

- a) the internal audit report for year ended 31 March 2019 be noted
- b) the internal audit action plan be approved

Proposed by Councillor M Snowdon and seconded by Councillor M Cant

28. ANNUAL GOVERNANCE STATEMENT

RESOLVED that the Annual Governance Statement for year ended 31 March 2019 be approved.

Proposed by Councillor J Langan and seconded by Councillor Mrs R L McSorley

29. ANNUAL STATEMENT OF ACCOUNTS

RESOLVED that the annual accounts and the Annual Statement of Accounts for the year ended 31 March 2019 be approved.

Proposed by Councillor J Langan and seconded by Councillor Mrs T Widdon

30. ACCOUNTS – 1 APRIL to 30 APRIL 2019

RESOLVED that the list of accounts paid and the monthly statement for the period 1 to 30 April 2019 be approved.

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

31. CONFIRMATION OF BANK SIGNATORIES

Councillors Mrs M K May and Mrs J Tucker confirmed that they wished to remain as signatories on the bank account.

It was therefore **RESOLVED** that signatories on the account be approved as: -

- Councillor C K Wenmoth – Town Mayor
- Councillor Mrs J Tucker – Deputy Mayor
- Councillor Mrs M V Bennett
- Councillor Mrs M K May
- Councillor Mrs S Peters

Proposed by Councillor Mrs R L McSorley and seconded by Councillor Mrs J Tucker

32. APPOINTMENT OF COUNCILLOR INTERNAL AUDITORS FOR THE 2019/20 FINANCIAL YEAR

RESOLVED that Councillors C Mullins and Dr J Garrett be appointed the Councillor internal auditors for the 2019/20 financial year

Proposed by Councillor J Langan and seconded by Councillor K Ruby

33. CONFIRMATION OF SUPPLIERS WHO ARE PAID BY DIRECT DEBIT

RESOLVED that the following suppliers continue to be paid by direct debit

- Cornwall Council – Non-Domestic Rates
- British Telecom – Telephone and Broadband
- British Gas – Electricity and Gas
- Barclaycard Commercial – Procurement Card Settlement
- Worldpay- Fees for payments taken by debit/credit card
- Iris – Payslips and Auto-enrolment
- Pitney Bowes – Franking Machine Rental and Postage top-up
- South West Water

Proposed by Councillor Mrs R L McSorley and seconded by Councillor C Mullins

34. APPROVAL TO MAKE ONLINE PAYMENTS

RESOLVED that the Council approves the continued use of BACS/Online and CHAPS as the preferred method for settlement of invoices

Proposed by Councillor C Mullins and seconded by Councillor Mrs T Widdon

35. COMMUNITY GRANTS

There were three requests for Community Grants:

Carnon Carers

RESOLVED that, in accordance with S137 of the Local Government Act 1972 Carnon Carers be awarded a grant of £200.

Proposed by Councillor M Snowdon and seconded by Councillor C Mullins

Penryn Methodist Church and Sandra Tregidgo

The Town Clerk reported that the grant requests from Penryn Methodist Church and Sandra Tregidgo, were against the Council's grant policy and legislation.

RESOLVED that the Council accepts the advice of the Town Clerk and regrettably declines any grant funding for Penryn Methodist Church and Sandra Tregidgo.

Proposed by Councillor Mrs R L McSorley and seconded by Councillor Mrs M K May

36. COUNCILLOR ATTENDANCE RECORDS – 2018/19 CIVIC YEAR

The Councillor attendance records for the 2018/19 civic year were noted.

37. RoSPA INSPECTIONS – MEMORIAL GARDEN AND GLASNEY

RESOLVED that;

- a) the reports be noted
- b) the Town Clerk, where possible, attempts to address the issues raised within the reports
- c) a progress report is given at the December 2019 Council meeting

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

There being no further business to transact the meeting was closed at 8:35pm

CHAIRMAN