



BODMIN TOWN COUNCIL

The Council Offices
Shire House
Mount Folly Square
BODMIN.
PL31 2DQ

Our Ref: POC/KM/AG-C.03/10

12 March 2010

Dear Councillor,

I hereby give you **NOTICE** of a **MEETING** of the Bodmin Town Council to be held on **Thursday 18 March 2010 at 6.00 p.m.** in the Shire House Suite, Shire House, Bodmin.

There will be a Public Representation Session at Item 3 to enable local residents to make representations to Council or ask questions relating to this agenda.

Members of the Council are hereby **SUMMONED** to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Yours faithfully,

P. O'Callaghan BEM FILCM
TOWN CLERK

AGENDA

- 1 Presentation by Tracie North and Paul Turner regarding Athelstan House
- 2 Mayor/Chairman's announcements and apologies
- 3 **Public representation session:** An opportunity for local residents to make representations to Council or ask questions relating to items on this agenda. (Note: a maximum of 15 minutes will be allocated for this session and there will be a time constraint of 5 minutes per speaker)

- To include a brief presentation by Bodmin College Students regarding Global Young Leaders Conference taking place in the USA, summer 2010 (letter of request for funding together with letters of support from Head of Sixth Form and Acting Headteacher at Bodmin College enclosed)
- 4 To consider and, if approved, adopt the Minutes of the Full Council Meeting held on 21 January 2010 (copy enclosed)
 - 5 To consider and, if approved, adopt the Minutes of the Planning Committee Meetings held on 3 February, 17 February and 3 March (copies enclosed) and 17 March 2010 (to follow)
 - 6 To note the resignation of Councillor A Duffin from the Planning Committee, and to appoint a Council Member to fill the resulting vacancy
 - 7 Correspondence:
 - (a) Letter from Housing Enforcement Officer, Cornwall Council, regarding tackling long term empty properties – request for information on local empty properties (copy correspondence enclosed)
 - (b) Letter from CAB Cornwall (Finance Office) enclosing Annual Report and Accounts for year 2008/2009 – request for contribution towards costs of CAB Cornwall (copy letter and Annual Report enclosed)
 - (c) Letter from Cornwall Association for Deaf and Hard of Hearing People – request for individuals to serve as Trustees (copy correspondence enclosed)
 - (d) Letter of invitation to the Bodmin Team Ministry Quiz Evening, Friday 23 April 2010 (copy correspondence enclosed)
 - (e) Any other important item of correspondence which the Mayor considers appropriate
 - 8 To consider and, if approved, adopt the Minutes of the Properties Committee Meeting held on 28 January 2010 (copy enclosed)
 - 9 To consider and, if approved, adopt the Minutes of the Cornwall Council Liaison Committee Meeting held on 4 February 2010 (copy enclosed)
 - 10 To consider and, if approved, adopt the Minutes of the Policy Committee Meeting held on 11 February 2010 (copy enclosed)
 - 11 To consider and, if approved, adopt the Minutes of the Promotions Committee Meeting held on 17 February 2010 (copy enclosed)
 - 12 To consider and, if approved, adopt the Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 18 February 2010 (to follow)
 - 13 Bodmin Chamber of Commerce and Industry – Deputy Mayor to report
 - 14 Replacement of the Bodmin Town Museum Display Lighting – report by RFO (copy enclosed)
 - 15 Dining Room Carpet – RFO to report (copy enclosed)

- 16 Priory Car Park and St. Petroc's Close Patching Quotations – report from Projects Assistant (copy enclosed)
- 17 To consider nomination for Mayor Elect for 2010/11 (red nomination form enclosed)
- 18 To consider nomination for Deputy Mayor Elect for 2010/11 (blue nomination form enclosed)
- 19 Cornwall Association of Local Councils Annual Conference – Saturday 20 February 2010 – Councillor R Solomons, Councillor L G J Kennedy and Town Clerk to report – to include report on the revised constitution of CALC and Annual Budget and Fee Structure 2010/2011 (copies enclosed)
- 20 Minutes of Meeting of the North Cornwall Committee of Cornwall Association of Local Councils held on 21 October 2009 (copy enclosed)
- 21 Notes of Partners and Community Together (PACT) meeting held on 5 February 2010 (copy enclosed)
- 22 Car Park Charges Consultation – Letter and Questionnaire from Cornwall Council regarding their operation of car parks in the future and charging levels set (copy enclosed)
- 23 Report on the meeting of the Chairmen of Standing Committees held on 4 March 2010
- 24 To consider and, if appropriate, pass for payment the Schedule of Accounts for March 2010
- 25 Questions to the Mayor

26 ITEMS CONTAINING EXEMPT INFORMATION

To consider passing the following Resolution in respect of the items listed below:-

'That the press and public be excluded from the Meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, for the following items of business on the grounds that they involve the likely disclosure of confidential and exempt information.'

- 27 To consider and, if approved, adopt the Confidential Minutes of the Full Council Meeting held on 21 January 2010 (copy enclosed)
- 28 To consider and, if approved, adopt the Confidential Minutes of the Properties Committee Meeting held on 28 January 2010 (copy enclosed)
- 29 To consider and, if approved, adopt the Confidential Minutes of the Promotions Committee Meeting held on 17 February 2010 (copy enclosed)
- 30 To consider and, if approved, adopt the Confidential Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 18 February 2010 (to follow)

- 31 Insurance Matters – Town Clerk to report
- 32 Bad Debts – RFO to report
- 33 Staffing to include:
 - (a) Caretaker – RFO to report
 - (b) Parks Staffing, to include summer seasonal grass cutting staff – Town Clerk/RFO to report
 - (c) Job Evaluation Results – RFO to report
- 34 Any other urgent and relevant confidential item, for information, that the Mayor/Chairman considers appropriate

Publications available within the Office:

NHS Cornwall and Isles of Scilly Annual Review (2008/2009)

The Signpost Enews Update (February 2010)

The Signpost Newsletter – Edition 48 (March 2010)

Arts Council England South West Newsletter (March 2010)