

MINUTES of the Meeting of **Bodmin Town Council** held on Thursday 17 September 2009 at 6.30 p.m. in the Shire House Suite, Bodmin.

PRESENT: The Mayor, Councillor R J Micek, presiding; together with Councillors C R Bell, A J Coppin, E T Denholm OBE DL, M E Dominey, M J Griffiths, F M Hancock, L G J Kennedy, L A Spear, K W Stubbs and H G Vanderwolfe.

IN ATTENDANCE: Mr P O'Callaghan (Town Clerk), Mrs A McAuley (RFO), and Ms L Hancock (Executive Assistant). Miss S Hick, Audit Manager, Audit Commission, attended for item C/2009/137.

CHAIRMAN'S ANNOUNCEMENTS & APOLOGIES:

The Mayor thanked fellow Councillors, staff, representatives of the churches in Bodmin and members of the public for their numerous cards and messages wishing him well at the time of his recent operation, which were very much appreciated.

Councillor M J Griffiths, Chairman of Promotions, made an announcement on the Mayor's behalf informing that in addition to the award of the adventure play park to Redruth (around £700k), there has been £480k funding from Cornwall Council awarded to the Carn Brea Leisure Centre. This is very disappointing when working with Bodmin College, as they are having trouble accessing facilities at the Dragon Leisure Centre.

Presentation of Badge in Recognition of Ten Years Service as a Town Councillor to Councillor F M Hancock – the Mayor advised that Councillor F M Hancock had joined the Council on 3 June 1999 and paid tribute to the service he has given to the Town Council for the benefit of the local community. The Mayor informed that he was very pleased to present Councillor Hancock with a Badge in recognition of his ten years of service as a Town Councillor and photos were taken of the presentation for the Council's newsletter and website.

Formal receipt of a Proclamation from our 'Sister City' of Grass Valley, California – the Mayor was very pleased to receive a framed Proclamation from the City of Grass Valley, signed by Mayor Lisa Swarthout, which will be displayed in the Grass Valley Room. A copy letter from the Mayor of Grass Valley had been circulated and was noted with much pleasure.

Apologies had been received from Councillors M Denholm, A Duffin, J H Hartill, P Kerridge and R Solomons.

C/2009/137 **ISA 260 Report to be received from External Auditors – Presentation by Miss S Hick, Audit Manager, Audit Commission.**

The Mayor welcomed Miss Hick to the meeting

Prior to the Auditor's Report, the RFO circulated a paper detailing a number of minor adjustments to the Statement of Accounts (copy attached for information).

Councillor E T Denholm OBE DL, Chairman of FS&PM, informed that he had discussed these in detail with the RFO and was pleased to commend them to Members. The two items of significance were (a) movements to cover an historic item on the balance sheet relating to a Government grant deferred associated with the accounting for a grant received in connection with the Shire Hall refurbishment in 1999/2000, which it was considered prudent to sort prior to the introduction of the FRSSE in the next financial year; and (b) the accounting treatment of the repayment of the small balance of the loan to NCDC (£776). It was **RESOLVED** to proceed as set out in the RFO's report.

The amended Statement of Accounts for the year ending 31 March 2009 were approved by Council and a signed copy passed to the Audit Manager

together with the letter of representation.

Copies of the Annual Governance Report were circulated and Miss Hick, Audit Manager, discussed various aspects of the report advising that she was pleased to give an unqualified opinion in relation to the Council's financial statements and on the arrangements to secure value for money. Appendices 2 and 3 to the report detail the adjustments referred to in the RFO's report.

Members were pleased to receive this positive audit report which demonstrated to the people of the town that there was sound financial management, good control systems and arrangements to secure value for money in place.

The Town Clerk thanked Miss Hick, Mrs Oliver and the Audit team for their very constructive approach to the audit.

Copies of this report will be included within the Statement of Accounts and uploaded onto the Council's website.

The Mayor thanked Miss Hick for her presentation and she left the meeting following this item at 6:42 p.m.

Councillor E T Denholm OBE DL advised that a considerable amount of hard work goes into preparing the Statement of Accounts and providing information for the Auditors and a vote of thanks was **AGREED** for the RFO and the staff of the Accounts Department.

C/2009/138

Public Representation Session

Police Report – PC Adam Barbery reported on the latest crime statistics (copy report circulated to Members) highlighting various aspects including the local detection rates. In response to questions from Councillors at a previous meeting, PC Barbery provided data relating to fixed penalty tickets issued in the Bodmin area for speeding, use of a mobile phone whilst driving, no seat belt and failure to display a valid vehicle excise licence. PC Barbery informed that the Police have recently made a number of raids on local houses for drug related offences and the Cornish Guardian have accompanied them to publicise this work.

PC Barbery thanked the Town Clerk for assistance in dealing with the 'boy racer' problem in Priory Car Park, advising that some 55 warning letters have been sent. The Town Clerk reciprocated informing that this was an excellent example of partnership working between the Police and the Town Council.

Mr B Madhvani thanked the Chairman of Properties for a very positive meeting regarding the Walker Lines Gymnasium.

Mr K Marshall on behalf of Bodmin Lions presented a petition from those organising and attending Bingo in the Shire House Suite on Friday evenings, requesting that the Council reconsider the introduction of charging in Priory Car Park on Friday evenings. Mr Marshall advised that doors open at 6:00 p.m. with 'first house' at 7:30 p.m. and the money raised, £4-5k per year, goes to Charities in the town. He considered that the additional cost of parking would make it prohibitive for many of the elderly people that attend with the result that there could be a very real chance of losing it.

C/2009/139

Minutes of the Full Council Meeting held on 16 July 2009

The Minutes of the Council Meeting held on 16 July 2009 were approved and passed for signing.

Matters Arising:

Page 2 - item C/2009/111 – Wootton Bassett, Repatriations - The Town Clerk advised that a letter had been received from Wootton Bassett Town Council, which had been copied out to Members with the Agenda, and was noted.

Councillor E T Denholm OBE DL advised that the Queen has asked the prime Minister to look into making Wootton Bassett a Royal town.

Page 3 – item C/2009/113(d) – Inaugural Meeting of the Cornwall Council Liaison Standing Committee – The Town Clerk advised that arrangements are being made for this meeting to be held in early October.

Page 4 – item C/2009/116(b) – Proposed Meeting of the Morris Ring, 3-5 September 2010 - Councillor M J Griffiths advised that there had been no progress on this matter due to the Summer recess but that she would be following this up with the Head of the College at the earliest opportunity.

Page 5 – item C/2009/117 – Legionella Policy – The Town Clerk advised that following on from Councillor C R Bell's comments at the previous Council meeting, a Policy had now been prepared and had been considered by the Properties Committee and should be ratified later in this meeting.

C/2009/140

Minutes of the Extra-Ordinary Council Meeting held on 6 August 2009

The Minutes of the Extra-Ordinary Council Meeting held on 6 August 2009 were approved and passed for signing.

C/2009/141

Minutes of the Planning Committee Meetings held on 5 August, 19 August, 2 September and 16 September 2009

The Minutes of the Planning Meeting held on 5 August 2009 were approved and passed for signing.

Declaration of Interest – page 3 – item P/2009/187 – Section 78 Appeal in relation to Application 2008/01779 – 2 Harleigh Road, Bodmin - Noted that Councillor E T Denholm OBE DL reiterated a personal interest in this item, as he had been associated with the application in the past.

The Minutes of the Planning Meeting held on 19 August 2009 were approved and passed for signing.

The Minutes of the Planning Meeting held on 2 September 2009 were approved and passed for signing.

Declaration of Interest – page 2 – item P/2009/208-2009/01132 – Change of use from residential to office – 26 Queen's Crescent, Bodmin 187 – Noted that Councillor M E Dominey reiterated a personal interest in this item, as the applicant is known to her husband.

Declaration of Interest – page 2 – item P/2009/211-2009/001152 – Proposed ground floor internal alterations and possible part demolition and rebuilding of existing garage end wall and first floor

extension to include part demolition of existing gable end wall – Auckland, Castle Canyke Road, Bodmin - Noted that Councillor A J Coppin declared a prejudicial interest in this item as A C Architectural Services acted as the agent, and did not take part in the discussion or vote on this item.

The Minutes of the Planning Meeting held on 16 September 2009 were approved and passed for signing.

C/2009/142

Correspondence:

- a) **E-mail from Truro Cathedral – invitation to a Footsteps...to Copenhagen event on Friday 9 October 2009, to discuss climate change** – This e-mail had been circulated and was noted. The Town Clerk advised that he had received an additional e-mail relating to this matter informing that to raise awareness the 'Copenhagen Group' needs people to cycle legs of the route from Penzance to Saltash and requested that any Member interested in this contact the Executive Assistant who would make the necessary arrangements.
- b) **Letter from Mrs M Bishop regarding Estate of Mr E C Burrow Deceased** – this letter had been circulated and was noted. The Mayor advised on this legacy, some of which was being used to fund trees in Priory Meadow with the remainder being placed in reserves for tree planting in the Council's parks and open spaces.
- c) **E-mail from the Diabetic Retinal Screening Co-Ordinator – Siting of Mobile Screening Unit in Priory Car Park** – this e-mail had been circulated. Following discussion, it was **AGREED** that the Diabetic Retinal Screening Service be granted permission to site their mobile screening unit in Priory Car Park and that the Town Clerk liaise with them regarding appropriate siting.

Noted that Councillors E T Denholm OBE DL and L A Spear declared personal interests in this item as users of this service.

- d) **Clean Cornwall Summit – Friday 25 September 2009 – to consider sending a representative to this Summit** – this notice had been circulated and it was **AGREED** that Members wishing to attend would inform the Executive Assistant who would make the necessary arrangements

Noted that Councillor L G J Kennedy declared a personal interest in this item as a Member of Cornwall Council.

C/2009/143

Minutes of the Properties Committee Meetings held on 23 July and 3 September 2009

The Minutes of the Properties Meetings held on 23 July and 3 September 2009 were approved and passed for signing.

Matters arising – 23 July 2009:

Page 2 - item PP/09/046 – Public Rooms Chimney – The Town Clerk reported that work has commenced on site. Regrettably very little of the stone is reusable and there is a need to replace with new stone matched as closely as possible. However, there will be some cost implications for the

fact that it is not possible to re-use the existing stone.

Page 5 – item PP/09/052 – Beacon Local Nature Reserve – The Town Clerk highlighted the reaccreditation of the Green Flag Award for the Beacon LNR, which was an excellent achievement and a good example of the different tiers of local government working together effectively.

Page 7 – item PP/09/056 Bodmin Town Football Club – The Town Clerk informed that he had yet to action the extension of the Licence to Occupy. However, he reported that a request has been received from BTFC to assist with the cost of repair to the floodlights. Mr Barbery visited the office today and advised that the cost of repair would be £358 and is of the view that the Council should pay these costs as this is major refurbishment work rather than minor repairs. However, checks with the Licence show that BTFC are responsible for the floodlights. Following discussion and in view of the budgetary constraints, it was **AGREED** to respond informing that the Council could not assist with the cost of these repairs.

Matters arising – 3 September 2009

Page 1 - item PP/09/066 – Presentation – Bodmin Sk8 Park Proposal – The Chairman of Properties and Committee Members that had attended this Meeting reported on the excellent presentation of the young people. The Town Clerk advised that Jeremy Ley (Projects Officer) and Selina Jay (Projects Assistant) would be working with Nina Thomas (Youth Support Worker, Cornwall Council) and the young people to work up costings and prioritise elements of this project for consideration at a future meeting.

Declaration of Interest – page 3 – item PP/09/071 – CAB Debt Counselling Advice Unit – Noted that Councillor M E Dominey reiterated her personal interest in this item as a CAB Volunteer.

Page 3 – item PP/09/072(b) and (c) – Section 106 Agreements for Play Areas and Open Spaces – The Town Clerk highlighted the very positive aspect of these agreements which was providing significant amounts of funding to upgrade these play areas and open spaces.

Page 6 – item PP/09/078(a) – Priory Car Park Pay and Display Machines – The Town Clerk thanked Councillors C R Bell and A J Coppin for their input regarding siting of these machines.

Page 9 – item PP/09/085 – Youth Matters – Councillor M J Griffiths advised that there are empty sessions at the Dragon Leisure Centre which the College has been trying to use, and she was arranging a meeting with the Community Network Manager and the various agencies to try and move this matter forward.

C/2009/144

Item referred from Properties Committee – Fire Safety Consultant’s Report for Machinery Shed, Priory Park (Item PP/09/075; 3 September 2009 refers)

Copies of the report detailing costings for work associated with the Fire Safety Consultant’s Report prepared by the RFO were circulated (copy attached for information).

Following discussion, it was **RESOLVED** to approve the programme of work as set out with the funding coming from the Contingency Reserve.

C/2009/145

Minutes of the Finance, Staffing and Performance Committee Meeting held on 20 August 2009

The Minutes of the Finance Staffing and Performance Management Meeting held on 20 August 2009 were approved and passed for signing.

Declarations of Interest – page 2 – item FSPM/2009/061 – Correspondence from Mr B A Cook, Managing Director, West End Motors (Bodmin) Ltd:

Noted that Councillor C R Bell reiterated a prejudicial interest in this item, as he advises Mr Cook on building surveying matters, and did not take part in the discussion or vote on this item.

Noted that Councillor A C Coppin declared a prejudicial interest in this item, as an employee of West End Motors, and did not take part in the discussion or vote on this item.

C/2009/146

Minutes of the Promotions Committee Meeting held on 2 September 2009

Noted that, as a matter of accuracy, Councillor F M Hancock be recorded as being present at this Meeting.

Subject to this amendment, the Minutes of the Promotions Committee Meeting held on 2 September 2009 were approved and passed for signing.

Matters arising:

Page 1 – item PR/2009/040 – Bodmin Riding & Heritage – Councillor M J Griffiths, Chairman of Promotions reiterated the thanks for the Committee to councillor J H Hartill and his family for all their work in making this event so successful.

Councillor L A Spear reiterated her concerns that the Volunteer Bureau was not as active as when the former Manager was running it and cited examples of young people looking for summer placements to gain vital work experience that had not been helped, and voluntary / community sector organisations that were struggling to find volunteers, particularly younger ones.

Page 2-3 – item PR/2009/042 – Report of the Tourism Officer – The Town Clerk praised the good work of the Shire Hall team this summer, both the Visitor Information Centre and the Charlotte Dymond Courtroom Experience, highlighting that on one day in August over 1100 people visited the building for one reason or another.

Page 4 – item PR/2009/047 – Camel Trail – Councillor M J Griffiths informed that in the past the Camel Trail Partnership has agreed not to go down the route of commercialisation of the Trail. However, there were some concerns about the likely funding from Cornwall Council for the next financial year and there may be a need to revisit this issue to gain additional income.

Councillor L G J Kennedy advised that no decisions have been made by Cornwall Council at this time about grant funding for next year.

Councillor L A Spear informed that there had been a recent item on the TV that showed the Camel Trail in a very good light.

C/2009/147

Minutes of the meeting of the Chairmen of Standing Committees held on 2 September 2009

The Minutes of the Chairmen of Standing Committees Meeting held on 2 September 2009 were approved and passed for signing.

C/2009/148 **Minutes of the Policy Committee Meeting held on 10 September 2009**

The Minutes of the Policy Meeting held on 10 September 2009 were approved and passed for signing.

C/2009/149 **Amendment to Parking Order** – to receive representations following advertisement of the proposed amendments to the Bodmin Town Council (Off-Street Parking Places) Order 2001 and, in light of consideration of those representations, to instruct the Town Clerk as appropriate regarding the proposed amendments

The Town Clerk advised that a number of letters had been received following the advertisement of the Notice of the proposed amendments to the Parking Order in the local paper. All letters had been circulated to Councillors with their agenda. In addition there was a letter from the Chairman of the Bodmin Chamber of Commerce and Industry, which had been circulated this evening and also the petition from the Bodmin Lions received in the Public Representation Session. He had also had a very useful meeting with some local residents and phone calls from others in respect of the extension of the Parking Order to cover St Petroc's Close.

Noted that Councillor C R Bell declared a personal interest as a Member of the Bodmin Chamber of Commerce and Industry.

In respect of observations in some of the correspondence relating to Member's Allowances, it was highlighted that Members receive a very modest allowance (£184.56 per year, less tax) to offset the out of pocket expenses associated with being a Town Councillor such as telephone costs and computer printing costs. It was further noted that this allowance was not available to co-opted Members and some Members chose not to draw the allowances. The Town Clerk advised that these allowances were directly in line with the County Remuneration Panel.

Councillor C R Bell commented on the fact that it would still be possible to park all day for 70p in the area adjacent to the Football Club which compared favourably with Truro, St Austell etc.

Councillor M E Dominey considered that the charges were reasonable for short stay.

Councillor L A Spear commented that Wadebridge charges were similar, but there was no 30 minute concession, also that Camelford has a free car park but this has not stopped shops from closing.

Councillor L G J Kennedy proposed that the charging policy be amended so that there was no charge after 5.00 p.m. on Fridays to encourage local traders to open late on Friday and this would also benefit those attending events in the Shire House Suite.

Councillor E T Denholm OBE DL proposed a further amendment to exclude charging on Sunday mornings until noon. The Town Clerk advised that this may be viewed as being indirect discrimination against people whose faith days are not on Sundays.

It was noted that the Bodmin Lions receive a significant discount on the hire charge of the Shire House Suite which equated to approximately £988 per annum although Councillor H G Vanderwolfe considered that we should think about the people attending the Bingo, rather than the organisers of the event.

Councillor A J Coppin expressed the view that if we grant concessions for one organisation we should consider other community organisations and may be setting an unhealthy precedent.

Following discussion, the amendment to exclude charging until noon on Sunday was not carried (voting 3 in favour – 7 against). Noted that Councillors E T Denholm OBE DL & H G Vanderwolfe requested that their names be recorded as voting in favour of this proposal.

The amendment to cease charging at 5.00 p.m. on Friday was not carried (voting 3 in favour – 6 against). Noted that Councillors A J Coppin, L G J Kennedy and H G Vanderwolfe requested that their names be recorded as voting in favour of this proposal.

Following further discussion, it was **RESOLVED** to implement the amendments to the Parking Order as advertised. It was further **AGREED** that the Town Clerk be authorised to issue a limited number of Residents Parking Permits to people with properties in St Petroc's Close and the people residing in St Nicholas Street with garages off St Petroc's Close.

Given the problems of lighting in Monks Walk leading to St Petroc's Close, it was **AGREED** that Officers investigate improvements to lighting in this area and report to a future Properties Meeting.

C/2009/150 **CALC/NALC - Building Britain's Future – Briefing Paper from Local Associations Information Service**

This Briefing Paper prepared by the Local Associations Information Services on behalf of NALC had been circulated and was noted.

Whilst considering this matter Councillor L G J Kennedy reported on the NALC Conference informing that he was pleased to advise that the National Association had adopted as policy the enforcement of 20 mph zones and would be raising this with Government departments and the Association of Chief Police Officers.

C/2009/151 **Schedule of Monthly Accounts - September 2009**

The Schedule of Accounts for September 2009 was approved and passed for signing from cheque no. 117376 to cheque no. 117459 in the sum of £77,717.40.

C/2009/152 **Questions to the Mayor:**

There were no questions to the Mayor.

Due to the confidential nature of the next business it was **RESOLVED** to go into Committee. Please see separate sheet.

