

MINUTES of the Adjourned Annual Meeting of **Bodmin Town Council** held on Thursday 28 May 2009 at 6.30 p.m. in the Shire House Suite, Shire House, Bodmin.

PRESENT: The Mayor, Councillor R J Micek, presiding; together with Councillors C R Bell, A J Coppin (arrived 6.47 p.m.), E T Denholm, OBE DL, M Denholm, M E Dominey, A Duffin, M J Griffiths, F H Hancock, J H Hartill, L J G Kennedy, P Kerridge (arrived 6.32 p.m.), R Solomons, L A Spear, K W Stubbs and H G Vanderwolfe.

IN ATTENDANCE: P O'Callaghan (Town Clerk), Mr S Facer (DCE), Mrs A McAuley (RFO), Ms L Hancock (Executive Assistant) and Mrs J C Perrins (Committee Clerk).

CHAIRMAN'S ANNOUNCEMENTS & APOLOGIES: Apologies had been received from Councillors A J Coppin and P Kerridge who had both anticipated a late arrival.

The Mayor made a number of announcements:

1. The Mayor expressed his sincere thanks to everyone involved with the Mayor Choosing Ceremony that took place on Thursday 21 May 2009 and the Annual Civic Service and Community Civic Parade that took place on Sunday 24 May 2009; he thought both events went rather well.
2. The Mayor advised that following Mayor Choosing he had received two letters – one from the High Sheriff, who had a most enjoyable time and is looking forward to joining Bodmin Council again on 14 June 2009 for the D Day commemorations; and a second letter from the Deputy Lieutenant Mrs Gilbert saying how much she had enjoyed both Thursday's Mayor Making and Sunday's Annual Civic Service.
3. There is to be a Civic Event on Sunday 14 June 2009 in honour of the Normandy Veterans when the Lord Lieutenant, High Sheriff and around 15 visiting Mayors and Deputy Mayors will join Bodmin Town Council to pay their respects to the Veterans as this is to be their final parade with the laying up of their Standard in St Petroc's Church.
4. In summary, the Mayor advised that week commencing Monday 22 June 2009 is Armed Forces Veterans' Week, and the specially commissioned Armed Forces Veterans' Flag will be unveiled on the morning of 22 June 2009.

**PUBLIC
REPRESENTATION
SESSION**

There was one member of the public was present who addressed the meeting:

Mrs Sian Flynn, prospective Conservative Parliamentary Candidate for North Cornwall congratulated Members on the recent civic events and the excellent photographs that had appeared in the local newspaper. Mrs Flynn continued to state how pleased she was to hear that Bodmin Town Council would be commemorating D-Day for Normandy Veterans on the 14 June 2009.

The Mayor thanked Mrs Flynn for attending and her kind comments.

Police Report – The report provided by PC Barbery had been circulated to the meeting. The Town Clerk advised that an e-mail had been received from PC Barbery earlier in the day stating that he would be in attendance but as he had not arrived it could only be assumed that Police matters had delayed him.

Councillor C R Bell referred to the request he made at the Full Council meeting held in February 2009 for statistics relating to motoring crimes to be made available. At that time PC Barbery had said he would contact Exeter

with a view to obtaining relevant statistics but nothing had been received to date.

Councillor L G J Kennedy informed that these statistics would be a convergence of departments - Police and Camera partnership - therefore both would need to be contacted to obtain this information.

This was noted and the Town Clerk advised that he will follow up this matter.

C/2009/078

Minutes of the Council Meeting held on 16 April 2009

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

C/2009/079

Standing Orders – Recommended Amendment to Standing Order 40 – Report from Town Clerk

Copies of proposed Amendment to Standing Order 40 had been circulated. (Copy enclosed).

In accordance with Standing Order 70 this recommendation was proposed and seconded to stand adjourned without discussion until the Meeting on 16 July 2009.

In furtherance of the efficient working of the Council, it was **AGREED** that the new committee be populated at item C/2009/081f, with Terms of Reference to be considered at the first meeting of the new Committee.

C/2009/080

To appoint Chairmen of the following Standing Committees:

Following discussion, it was **AGREED** that the Chairmen of the Standing Committees would be:

- a) **Finance, Staffing and Performance Management** - Councillor E T Denholm, OBE DL
- b) **Planning** – Councillor M Denholm
- c) **Policy** – Councillor H G Vanderwolfe
- d) **Promotions** – Councillor M J Griffiths
- e) **Properties** – Councillor L A Spear
- f) **Cornwall Council Liaison** – Councillor L G J Kennedy

C/2009/081

To appoint Members, including the Chairmen appointed at item C/2009/072 above and the Mayor as Ex-officio to serve on the following Committees:

- a) **Finance, Staffing and Performance Management (8 Committee Members plus the Mayor as Ex-officio)** – Councillors E T Denholm, OBE DL (Chairman), M Denholm, M J Griffiths, L G J Kennedy, R J Micek (Ex-officio), R Solomons, L A Spear, K W Stubbs, H G Vanderwolfe
- b) **Policy Committee (8 Committee Members plus the Mayor as Ex-officio)** – Councillors H G Vanderwolfe (Chairman), C R Bell, M E Dominey, F M Hancock, J H Hartill, P Kerridge, R J Micek (Ex-officio), R Solomons, K W Stubbs

- c) **Planning Committee (8 Committee Members plus the Mayor as Ex-officio)** – Councillors M Denholm (Chairman), A J Coppin, E T Denholm, OBE DL, M E Dominey, A Duffin, F M Hancock, J H Hartill, R J Micek (Ex-officio), R Solomons
- d) **Properties Committee (8 Committee Members plus the Mayor as Ex-officio)** – Councillors L A Spear (Chairman), C R Bell, A J Coppin, M E Dominey, A Duffin, M J Griffiths, L G J Kennedy, P Kerridge, R J Micek (Ex-officio)
- e) **Promotions Committee (8 Committee Members plus the Mayor as Ex-officio)** – Councillors M J Griffiths (Chairman), M E Dominey, A Duffin, F M Hancock, J H Hartill, L G J Kennedy, R J Micek (Ex-officio), L A Spear, K W Stubbs
- f) **Cornwall Council Liaison Committee (8 Committee Members plus the Mayor as Ex-officio)** – Councillors L G J Kennedy (Chairman), C R Bell, M Denholm, M E Dominey, J H Hartill, R J Micek (Ex-officio), R Solomons, L A Spear, K W Stubbs

C/2009/082

To appoint Members to serve on the following Sub-Committees:

- a) **Museum** (Sub Committee of Promotions) – Councillors A J Coppin and K W Stubbs
- b) **Allotment and Community Gardens** (Sub Committee of Properties) – Councillors A J Coppin and M E Dominey
- c) **Bodmin in Bloom** (Sub Committee of Promotions) – Councillors M E Dominey and M J Griffiths

C/2009/083

To appoint Members to serve on the following Committees – Meetings to be called as required:

- a) **Youth Matters** – The Meeting considered whether to (i) appoint Members to a Youth Committee, or (ii) take Youth Matters as a standing agenda item at Properties and Promotions Meetings.

Following discussion, Members **AGREED** that the current system of placing Youth Matters on the Properties and Promotions agenda as a standing agenda item had worked well and as such there was no need to change it.

- b) **CCTV Committee** – Councillors C R Bell, E T Denholm, OBE DL, A Duffin, M J Griffiths, L G J Kennedy and R Solomons
- c) **Beacon LNR Management/Advisory Group** – Councillors A Duffin and P Kerridge
- d) **Bodmin Joint St Piran's Committee** – Councillors M E Dominey, P Kerridge and R J Micek

C/2009/084

Appeals Against the Issue of Excess Charge Tickets relating to the Priory and Market Street Car Parks

It was **AGREED** to confirm that the Mayor, Deputy Mayor and one other Councillor with the Town Clerk are authorised to consider appeals against the issue of Excess Charge Tickets relating to the Priory and Market Street Car Parks.

C/2009/085

To appoint one Representative with a Deputy for the Cornwall Association of Local Councils (CALC) and the North Cornwall CALC Committee (to include acting as Representatives with the Town Clerk to the Association of Larger Local Councils in Cornwall)

Members considered that this merger of representation was still appropriate and Councillor L G J Kennedy be appointed to continue to represent Bodmin Town Council with Councillor R Solomons as Deputy.

C/2009/086

To appoint Representatives to the following outside bodies/organisations

The Town Clerk politely reminded Members that where they are appointed to represent Council on outside bodies it is a 'two way' process. Members need to be the 'eyes and ears' of the Council and report back to Council, or the appropriate Standing Committee, items of significance relating to the outside body, particularly where that has relevance to the Council and its business, core aims and objectives.

The Town Clerk requested that Members are more proactive in this aspect of their membership of outside bodies, and where necessary arrange with senior officers for reports to be placed as agenda items on the respective committee agendas.

Councillor M J Griffiths concurred with the comments made by the Town Clerk and gave the view that Members must attend meetings and communicate with deputies to ensure that someone covers each meeting.

- **French Twinning** – Councillors M Denholm and R Solomons
- **German Twinning** – Vacant: It was noted that Bederska are looking to strengthen their twinning links with Bodmin therefore the Town Clerk will advise Council as required
- **Grass Valley Twinning** – Councillors E T Denholm, OBE DL, L G J Kennedy and K W Stubbs
- **CAB** – Councillors A J Coppin and P Kerridge (Deputy); Councillor C R Bell declared a personal interest in this item as a Landlord to CAB; Councillor M E Dominey declared a personal interest as a Member of CAB
- **Police Liaison Committee** – All Members
- **Bodmin Riding and Heritage** – Councillors A J Coppin and J H Hartill; The Town Clerk and Councillor J H Hartill informed that Stewards are desperately required for this event on 4 and 5 July 2009. If anyone is available to assist, even for a short period of time their help would be greatly appreciated – high visibility vests and training will be provided as necessary.
- **Victim Support** – Councillor M Denholm
- **Bodmin & Surrounding Area Forum/Bodmin Futures – Liaison Members** - Councillors C R Bell and M J Griffiths
- **St Lawrence's Church Trustees** – Councillor F M Hancock
- **Camel Trail Partnership** – Councillors M J Griffiths, J H Hartill and L A Spear

- **Bodmin Chamber of Commerce & Industry – Liaison Member and Deputy** - Councillors M Denholm and A J Coppin
- **Shopmobility Steering Group** – Councillors M Denholm and M E Dominey

C/2009/087

Confirmation of Executive Powers to the Planning Committee

Following discussion, it was **RESOLVED** to confirm that the Planning Committee has executive powers to make representations on development control, forward planning, highways and transportation matters.

C/2009/088

Review of the Monetary Values Assigned to Financial Regulations

The Town Clerk referred to the report by the RFO (copied to Members with the Agenda).

The RFO explained to Council that the figures are set within the Financial Regulations and had not been adjusted on this occasion.

Following discussion, it was **RESOLVED** to agree the Monetary Values as set out.

At 7:10 p.m. PC Neil Crook and PCSO Debbie Knowlden arrived and apologised on behalf of PC Adam Barbery who had been unavoidably detained with a case at the Police Station. PC Crook kindly offered to talk through the statistics supplied by PC Barbery.

It was **AGREED** to **SUSPEND** the Town Council's Standing Orders to adjourn the meeting to receive the Police Report.

ADJOURNMENT

Police Report - PC Neil Crook, Neighbourhood Beat Manager addressed the meeting and gave a brief explanation of the statistics provided for the period 1 April 2009 to 30 April 2009. PC Crook advised that the largest increase relates to commercial burglaries, which is believed to be amongst items such as garden and maintenance equipment. Crimes such as GBH had been reduced by 60% and vehicle theft had also been reduced.

PC Crook reported that within Bodmin Rural Area there had been a general increase in crime of 4%. However the main problem remains with the commercial burglaries / garden equipment.

Councillor L G Kennedy queried whether any of the garden equipment burglaries were classed as domestic burglaries.

PC Crook responded that none were classed as domestic theft as they are mainly from commercial premises.

The Mayor advised that PC A Barbery had previously agreed to provide statistics relating to motoring crimes in the Bodmin area. PC Barbery was to contact Exeter to obtain relevant statistics, and the Mayor asked if PC Crook could take this request forward to enable such figures to be produced for the next meeting.

Councillor A Duffin referred to cyclists on Fore Street using the pavement and cycling against traffic on a one-way street; and asked what can be done to prevent this.

PC Crook informed that he will ask the PCSO covering this area of the town to pay particular attention to this.

Councillor M E Dominey asked, in the light of increased burglaries, what the Police are doing to be proactive.

PC Crook advised that the Police are issuing Security Pens and encouraging the public to highlight / mark items with their post codes.

Councillor Dominey suggested that public awareness could be raised by advertising the availability of security markers in local newspapers.

PC Crook was happy to put this idea forward to PC A Barbery. PC Crook informed that the Neighbourhood Beat Team is now up to full strength, however there are still sometimes gaps in availability as staff are called to other areas to cover specific events.

Councillor C R Bell queried how the Police anticipate keeping the streets alcohol free as Bodmin is an Alcohol Free Zone but people still absorb alcohol whilst visiting the Town Centre.

PC Crook responded that the Police will try to follow through any reports of people drinking alcohol in the Town Centre as they do with all anti-social behaviour but where there is a manpower problem each issue must fall into a priority level.

Councillor L G J Kennedy referred to the security/marker pens and queried the information being distributed, e.g. jewellery photographs – using a rule to identify size, as in his experience this was of considerable help to officers investigating thefts.

The Mayor took this opportunity to thank the Police for the good work being done by them and for their assistance on Thursday 21 May and again on Sunday 24 May 2009.

This item having been discussed, it was **AGREED** to **REINSTATE** the Town Council's Standing Orders.

C/2009/089

Minutes of the Planning Committee held on 6 May 2009 and 20 May 2009

The Minutes of the Planning Meeting held on 6 May 2009 were approved and passed for signing.

The Minutes of the Planning Meeting held on 20 May 2009 were approved and passed for signing.

C/2009/090

Correspondence:

a) Switching to Digital TV – Copies of a letter from Digital UK had been circulated with the agenda. The DCE advised arrangements had been

made for the Digital Information Trailer to be located in Priory Car Park on Thursday, 11 June 2009 to enable the public to obtain one-to-one information as required. There will also be a representation by FreeSAT who are linked to Digital UK and provide a free service to the public. This item was noted.

- b) Support for Athelstan Day Care Centre** – Copies of this correspondence had been circulated. Within discussion Members considered the correspondence and expressed their concerns at the lack of social care being offered by Athelstan Day Care Centre, and were extremely saddened at the apparent reduction in services offered by centre and the reported drop in numbers of people able to attend the centre because of the rising cost.

Councillor L G J Kennedy declared a personal interest as a neighbour is no longer able to attend the Day Care Centre due to the issues stated within the correspondence.

Following discussion, it was **AGREED** to write to the Social Services Department to request that they look into this issue, as the Council considers this to be an important facility in the town; and also to respond to Mrs P Twigg to advise of the action being taken.

- c) Heritage Kernow Event – Monday, 22 June 2009 at Camborne** – Copies of information relating to the above event had been circulated. The Town Clerk advised that an attempt had been made to contact the organisers to clarify whether this event relates to tangible assets such as historic buildings and conservation areas or cultural heritage, or a combination of both. As no-one was available to verify this information prior to the attendance date, it was **AGREED** that the DCE should attend as a delegate on behalf of Bodmin Town Council on this occasion and report back to BTC.

C/2009/091

“Putting People First” – NALC Annual Conference & Exhibition – 4 & 5 September 2009

Copy information for this Conference/Exhibition had been made to allow consideration of delegate(s) in order to take advantage of the early booking discount.

Following discussion, it was **AGREED** that Councillor L G J Kennedy would attend as the delegate representing Bodmin Town Council.

C/2009/092

Youth Matters – Report from Councillor M J Griffiths on the £1,500 youth grant to Bodmin College

Councillor M J Griffiths reported that the Bodmin College Youth Council had been asked to identify how they would like to use the £1,500 youth grant for the 2008/09 year. Cllr Griffiths advised that each class wished to offer their thanks to the Council for the funding and had requested that they would like to see the funds used to purchase additional play equipment for Priory Park on this occasion.

Councillor Griffiths informed that the purchase of a Wet Weather Shelter from the 2007/08 youth grant had been delayed as the cost had risen to £10k however further work on costings and design was being undertaken.

Within discussion, Councillor L G J Kennedy considered that the press should be made aware that the College Members had made the decision to utilise the funds being offered to them to purchase play equipment for the Town.

Following discussion, it was **AGREED** that Councillor M J Griffiths, the DCE and Town Clerk would meet to prepare a Press Release covering the above information and the generous gesture by the college students.

C/2009/093

Investments made during the Financial Year 2008/2009 – Report by RFO

A copy of the Summary of Investments made during the Financial Year 2008/2009 had been circulated. The RFO advised that all investments had been carried out in accordance with the Bodmin Town Council's Annual Investment Strategy 2008/09, as agreed at the FS&PM meeting on 13 March 2008. The total interest received on the Balance in the Investment Account was £24,233.50. The interest received on the Museum Investment Account was £276.37.

The Town Clerk reiterated the advice given at the FS&PM meeting held on 20 November 2008 (Item FSPM/2008/121b refers) that Bodmin Town Council has no investments in Icelandic Banks or their UK subsidiaries that are in receivership or administration.

This item was noted.

C/2009/094

Schedule of Accounts for May 2009

The Schedule for the month of May 2009 was approved and passed for signing from cheque no. 116989 to cheque no.117094 in the sum of £119,917.58.

C/2009/095

Newsletter – Spring 2009

Copies of the Bodmin Town Council: Spring 2009 Newsletter had been circulated.

The Town Clerk informed that the Newsletter will be published on 5 June 2009 (following the elections for Cornwall Council).

Councillor R Solomons relayed his thanks to the Mayor and everyone involved in the organisation of the French Twinning reception, particularly Bodmin Town Council staff for their efforts and work as it had been particularly demanding this year. Additional thanks were passed to Councillor M J Griffiths for her assistance in liaising with Bodmin College.

Councillor C R Bell queried the replacement of the Monkey Puzzle Tree in Priory Park.

The DCE explained that the Monkey Puzzle Tree is suffering from an extensive attack from a honey fungus and following the advice of 2 officers from the County Forester's Department is beyond assistance and needs to be removed from the Park before further damage is suffered. It is anticipated that a young specimen will be planted as a replacement in due course.

Councillor H G Vanderwolfe referred to Page 2 of the Newsletter and advised that the information relating to the Normandy Veterans Association was incorrect.

This matter was noted and the Town Clerk will clarify the re-wording of this section with Councillor H G Vanderwolfe.

C/2009/096

Questions to the Mayor:

Q: Councillor E T Denholm, OBE DL, referred to the Royal British Legion in Wooton Bassett who turn out to pay their respects to British Troops lost whilst at War. Councillor E T Denholm, OBE DL suggested that a letter of commendation be sent from the Mayor to commend the town's actions on behalf of the nation.

A: The Mayor answered in the affirmative.

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