

MINUTES of the Meeting of **Bodmin Town Council** held on Thursday 16 April 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 A J Coppin, E T Denholm, OBE DL, M Denholm, A Duffin, F M Hancock, J H Hartill, L G J Kennedy, P Kerridge, R Solomons, L A Spear, K W Stubbs and H G Vanderwolfe.

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

CHAIRMAN'S ANNOUNCEMENTS & APOLOGIES: The Deputy Chief Executive advised the meeting that apologies had been received from Councillors C R Bell, M E Dominey and M J Griffiths. The DCE also reported that apologies had been received from the Town Clerk who was attending the Larger Councils' Conference for the Society of Local Council Clerks.

The Mayor formally announced the sad death of former Councillor William George Lyne, who had been Mayor in 1976/77 and 1991/92 and who had been a long standing Member of the Council.

C/2009/046 **PUBLIC REPRESENTATION SESSION** – Copies of two statistical reports produced by the Police had been circulated – April 2008-April 2009 Crime Statistics; and 2005-2009 Crime Statistics.

PC Adam Barbery was in attendance and began with a verbal review on the Crime Statistics April 2008-April 2009. PC Barbery reported that statistically the crimes are much the same as last year with an overall reduction in the total of criminal offences committed and an increase in crimes detected. The number of serious assaults had risen with 33% being detected; shoplifting had increased – although almost 72% had been detected; and robbery had been reduced by 100%. The main area of concern to the Police is vehicle interference and crime prevention leaflets had been distributed advising residents to ensure that valuables are removed and vehicles are locked when parked, particularly overnight.

Councillor L A Spear queried the increase in sexual offences and asked what is being done to curb this.

PC Barbery advised that the Police had noted an increase in sexual offences being reported. However, there are occasions where at a later stage 'victims' will admit that they have either been unable to remember, exaggerated or made up accusations.

It was reported that action is being taken to promote sexual awareness amongst young people, particularly when alcohol is being consumed. There is an anti-alcohol campaign aimed at young people being run within the area – "Bounce Don't Binge". It was felt that parents need to be more aware of the whereabouts of teenagers, and if alcohol has been consumed by them it would be useful to identify where it has been obtained from and if relevant forward that information to their local Police / School.

Councillor L G J Kennedy commented that the phrase 'sexual offence' can be misleading as it covers a wide range of offences, ranging in seriousness. PC Barbery concurred that this is the case and many complaints received are of a minor nature, from youngsters who had consumed alcohol.

Councillor E T Denholm, OBE DL asked what is meant by the term 'Restorative Justice'.

PC Barbery reported that Restorative Justice is a new initiative aimed at juveniles, which can be implemented with the permission of and in consultation with the aggrieved to make amends for any offence committed – as opposed to the more formal route, i.e. criminal records etcetera.

PC Barbery referred to the Crime Statistics 2005-2009 that had been produced by Inspector Ian Marshall and published in the Cornish Guardian.

In continuing with a verbal review of these statistics PC Barbery advised that all but two crime types had reduced – some dramatically. It was considered that these are statistics to be proud of. In viewing the figures for 2004-2005 Crime Statistics against 2008-2009 Crime Statistics there has been a reduction of more than 1400 crimes in the area. The Police were pleased to report a reduction of 45% in offences of assault and violence which suggests that people are looking out for each other.

Councillor M Denholm queried the accuracy of the 2005-2009 Crime Statistics as some figures relate to 2004.

PC Barbery explained that these statistics had been produced for him to bring to Council and the statistics were collated from the 2004-2005 report and matched against the 2008-2009 report; therefore as a line of accuracy it should have been referred to as 2004-2009.

Councillor P Kerridge asked why the detection rate differences had not been included within this report.

PC Barbery advised that he would clarify this information with Inspector I Marshall, the report author.

The Mayor thanked PC A Barbery for attending and answering questions and asked that he relay the congratulations of the Council to the Police as Bodmin had been rated so highly amongst the safest places to live with some of the lowest crime figures around the country.

No Members of the public were present.

C/2009/047 **Minutes of the Council Meeting held on 19 February 2009**

The Minutes of the Council Meeting held on Thursday 19 February 2009 were approved and passed for signing.

Matters Arising: Page 1 (Item C/2009/013) Bodmin Wassailers: Councillor L A Spear informed that contact had been made with Mr Vic Legg of the Bodmin Wassailers, with a view to providing a lockable/secure cabinet in the Shire Hall in which to display the new wassail bowl and any accompanying information. There appears to be much to discuss and it is thought that this might take some time to set up.

Page 9 (Item C/2009/027) Cornwall Council - Community Network Manager: The DCE reported that the Community Network Manager for Bodmin will now be Martin Eddy not Sarah Sims. Martin Eddy will work as Community Network Manager for Bodmin, Callington, Launceston, Liskeard & Looe, Saltash & Torpoint, St Blazey, Fowey & Lostwithiel.

Within discussion, Councillors considered this area to be rather large for one person to cover effectively.

Councillor L A Spear referred to a 'Community Masterplan for Bodmin' that was being planned by Cornwall Council and queried whether anyone had contacted Bodmin Town Council in relation to this.

The DCE advised that he had not yet been contacted with information relating to this issue nor had he been informed of any meetings to take this forward.

Following discussion, the DCE was instructed to investigate any plans for a Community Masterplan for Bodmin with Cornwall Council.

Councillor L G J Kennedy reported that with regard to Localism in Cornwall, a decision had been made that individual consultation would take place with each Council.

Page 11 (Item C/2009/030) Widening of Fair Park Path: The DCE reported that the widening of the Fair Park Path had been completed and that the Foreman had reported that this work had been carried out satisfactorily.

Page 11 (Item C/2009/032) Schedule of Committee Meetings: The DCE advised that Councillor L G J Kennedy and the Town Clerk had discussed the merits of establishing a Standing Committee for matters relating to Cornwall Council. It was suggested that this Standing Committee should meet on a quarterly basis, and if Members were happy to take this forward it could be scheduled into future committees, and draft Terms of Reference produced for consideration.

Following discussion, it was **RESOLVED** that there should be a Cornwall Council Standing Committee that will meet quarterly, and that draft Terms of Reference be brought to a future meeting.

Page 12 (Item C/2009/034) Replacement Shibaura CM214 Mower: The DCE advised the meeting that a Kubota F1900 had replaced the Shibaura Mower.

C/2009/048 **Minutes of the Planning Committee Meetings held on 4 March 2009, 18 March 2009, 1 April 2009 and 15 April 2009**

The Minutes of the Planning Meeting held on Wednesday 4 March 2009 were approved and passed for signing.

The Minutes of the Planning Meeting held on Wednesday 18 March 2009 were approved and passed for signing.

Declarations of interest:

Page 1 – P/2009/2009/071-20029/00254: Erection of extension to height of boundary fence (increase from 1.8m to 2.4m) – 6 Donovan Way, Bodmin – Mr & Mrs A Rickard – Noted that Councillor A J Coppin reiterated a personal interest in this item as the application is opposite his home.

Page 3 – P/2009/079: Letter and Appeal from North Cornwall District Council – Town & Country Planning Act, 1990 – Appeal by Mr & Mrs Harding – on land at 41 St Nicholas Street, Bodmin – to inform that this appeal has been dismissed – Noted that Councillor E T Denholm, OBE DL reiterated a personal and prejudicial interest as the applicants are neighbours and personal friends, and did not take part in the discussion or vote.

The Minutes of the Planning Meeting held on Wednesday 1 April 2009 were approved and passed for signing.

The Minutes of the Planning Meeting held on Wednesday 15 April 2009 were approved and passed for signing.

Declarations of interest:

Page 1 – P/2009/098-2009/00426: Erection of a two-storey extension to the Dental Surgery to provide three further treatment rooms – 64 Pool Street, Bodmin – Mr Parsons – Noted that Councillors E T Denholm, OBE DL, M Denholm, R Solomons and A Duffin all reiterated a personal interest as they are patients of the Dental Surgery.

Page 2 – P/2009/102-2009/00451: Proposed part demolition of garage, erection of garage and utility with bedroom and en-suite over as a side extension – 14 Rosedale Gardens, Bodmin – Mrs L Brown – Noted that Councillor E T Denholm, OBE DL reiterated a personal interest as the applicant is a former employee.

Councillor L G J Kennedy queried - what percentage of planning applications are to be delegated; and concerns were expressed regarding the democracy of the current situation with applications previously refused by Members now being granted by officers.

Councillor E T Denholm, OBE DL responded that changes are being made to the model of managing planning applications; there is an increase in the number of planning applications being delegated to officers from 65-70% up to 95% of the applications received and only in extreme cases will applications need to be called in for review.

C/2009/049 **St Lawrence's Hospital Masterplan January 2009 – Item referred from Planning Committee Meeting (item P/2009/077; 18 March 2009 refers) to consider and, if appropriate, adopt the St Lawrence's Hospital Masterplan**

A copy of this document had been circulated.

Councillor E T Denholm, OBE DL proposed that this Masterplan be adopted.

The DCE advised that there were a few minor concerns with some aspects of the documents, i.e. provision of allotments. Whilst the Council is supportive of allotments in principle, as it currently provides this service for the town, the DCE queried whether this was the most appropriate use of identified amenity land in this context. Further, the overall plan seems to have not addressed the need to widen Boundary Road and the likely increase in vehicular movement if / when this development and the western area of the town is developed.

Within discussion, the provision of land for allotments within the document was thought to be questionable, and queries were raised regarding any thoughts having been given to the widening of Boundary Road to accommodate increased traffic at some future point.

Councillor K W Stubbs raised some concerns regarding the possible increase of crime in the area by introducing a cycle link off Beech Road as proposed in the Masterplan.

Councillor K W Stubbs declared a personal interest.

The DCE advised that this sort of detail and concern should be addressed as and when a planning application is made.

The DCE suggested that Council might be minded to support this document in principle, reserving the right to comment in more detail as and when any Planning Application is submitted / received.

It was **RESOLVED** that Council would support the St Lawrence's Hospital Masterplan in principle reserving the right to comment in more detail as and when any Planning Application is submitted / received.

C/2009/050 **Correspondence:**

- a) **Bodmin Local History Group** – A copy letter from Bodmin Local History Group had been circulated. The DCE advised that the Mayor's Secretary had attended this Film Show and had reported that it was a highly successful and very informative event.
- b) **Camel Community Supported Agriculture (Camel CSA)** – A copy letter from Camel Community Supported Agriculture had been circulated. The DCE suggested that a letter of endorsement be forwarded to Camel CSA, given that this scheme was outside the Bodmin area.

Councillor L G J Kennedy proposed that BTC send a letter of support.

It was **RESOLVED** that the DCE should write to Camel Community Supported Agriculture offering the support of BTC.

- c) **The Boundary Committee for England** – A copy letter dated 9 April 2009 from the Boundary Committee for England had been circulated as an additional item of correspondence.

The DCE informed that the Boundary Committee for England had responded to BTC as a previous contributory to this review. A decision to proceed with elections for the new Cornwall Council on 4 June 2009 had been made therefore, a decision had also been made to wait until the end of September 2009 before publishing the Boundary Committee final recommendations.

Within discussion, Councillor L G J Kennedy commented on recent electoral role inaccuracies that had been experienced including the omission of various streets from Ward data. Councillor K W Stubbs concurred with this relaying his concern that the Chestnuts Centre has been identified as being based in Bodmin West.

- d) **North Cornwall Committee – Cornwall Association of Local Councils** – A copy of the Agenda for the next meeting to be held on Wednesday 22 April 2009 and the minutes of the last meeting (28 January 2009) had been circulated.

The DCE advised that Councillor L G J Kennedy had reported on these minutes at a previous meeting.

The Agenda and Minutes were noted.

C/2009/052 **Minutes of the Policy Committee Meeting held on 12 March 2009**

The Minutes of this meeting were approved and passed for signing.

Matters Arising: Page 2 (Item POL/2009/016) Capability Procedure – An amended copy of the Capability Procedure (Version 1.1 – March 2009) had been attached to and circulated with the Policy Minutes.

Following discussion, it was **RESOLVED** to adopt the Capability Procedure (Version 1.1 – March 2009).

Page 2 (Item POL/2009/017) Grievance Policy – An amended copy of the Grievance Policy (Version 1.1 – March 2009) had been attached to and circulated with the Policy Minutes.

Following discussion, it was **RESOLVED** to adopt the Grievance Policy (Version 1.1 – March 2009).

Page 2/3 (Item POL/2009/018) Maternity Guidelines – The DCE reported that Councillor M E Dominey had met with the RFO/EA and that the amended document is being taken to the next Policy Committee meeting.

Page 3 (Item POL/2009/019) Disciplinary Procedure – An amended copy of the Disciplinary Procedure (Version 1.1 – March 2009) had been attached to and circulated with the Policy Minutes.

Following discussion, it was **RESOLVED** to adopt the Disciplinary Procedure (Version 1.1 – March 2009).

Page 4 (Item POL/2009/020) Sickness, Leave and Absence Policy – The DCE advised that Councillor R J Micek had met with the Town Clerk and Executive Assistant to discuss and review amendments to this policy. Relevant amendments had been made and this Draft Policy will be reconsidered at the next Policy meeting.

Page 5 (Item POL/2009/021) Power to promote well-being of the area: Statutory guidance for local Councils – The DCE highlighted that all Bodmin Town Councillors are invited to attend a workshop on Thursday, 23 April 2009 from 6:30 to 9:00 p.m. being run by Sarah Mason. All Councillors were requested to respond to the EA to advise whether they would be present or not.

C/2009/053 **Minutes of the Annual Town Meeting held on 19 March 2009**

The Minutes of this meeting were approved and passed for signing.

C/2009/054 **Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 19 March 2009**

The Minutes of this meeting were approved and passed for signing.

Matters Arising: Page 5 (Item FSPM/2009/024) Risk Management and Control Assurance Statements – The DCE informed Members of the Risk Management Working Party that a meeting had been arranged for Monday, 20 April 2009 at 10.30 a.m.

C/2009/055 **Minutes of the Properties Committee Meeting held on 2 April 2009**

The Minutes of this meeting were approved and passed for signing.

Matters Arising: Page 15 (Item PP/09/035) Westheath Avenue Bench – The DCE informed that a letter had been received from Mr Trude advising that he is very pleased with the Council's proposed programme of work for the Bench in Westheath Avenue and that the family would be happy to maintain a small raised flower bed.

The DCE advised Council that the next Properties Committee meeting is due to take place on Thursday, 4 June 2009 but that as this will conflict with elections it may be sensible to reschedule the meeting. Two optional dates had been clarified as possibilities – Tuesday 9 June 2009 or Wednesday 17 June 2009. (Although this might clash with induction sessions for new Cornwall Councillors).

Following discussion, it was **AGREED** that the Properties Committee be rescheduled to 6.30 p.m. on Wednesday 17 June 2009.

C/2009/056 **Minutes of the Promotions Committee Meeting held on 7 April 2009**

The Minutes of this meeting were approved and passed for signing following amendment.

Matters Arising: Page 2 – (Item PR/2009/016) Minutes of the Bodmin Riding & Heritage Committee held on 7 January 2009 – Councillor L A Spear requested that the last line of the third paragraph be amended to read ' - it was noted that there were no local events on the website at the current time.'

Page 7 – (Item PR/2009/022) Youth Matters – Councillor L A Spear requested that the first line be amended to read - 'Councillor L A Spear reported that two of the 'graffiti artists' are 14-15 year olds that have been caught and arrested'.

C/2009/057 **Annual CCTV Report**

The Annual CCTV Report had been circulated.

Councillor L G J Kennedy was thanked for his input to this report.

The DCE informed that as a matter of accuracy one small amendment be made at Page 6 (last line) – should read 'as detailed on page 5 and in Annex 1'.

Following discussion, it was **RESOLVED** to adopt the Annual CCTV Report (dated 19 March 2009).

C/2009/058 **Consultation on Taxi Provision for Cornwall**

A copy letter and questionnaire from NCDC had been circulated.

The DCE advised that as this is quite a lengthy document it may be appropriate for Councillors who wish to make comment to feedback any observations to the Executive Assistant in order that these can be built into a report / response for consideration by FS&PM on 18 June 2009.

Councillor L G J Kennedy observed that the letter stated that 'Taxis can only carry passengers who have hailed them in the street or from an authorised rank' whereas they can take pre-bookings.

Councillor E T Denholm, OBE DL commented that as all Councillors have a copy of this document they should be able to respond to the EA in good time.

C/2009/059 **Schedule of Accounts for April 2009**

The Schedule of Accounts for April 2009, from cheque no.116901 to cheque no.116988 in the sum of £139,650.06 was approved and passed for signing.

Councillor A J Coppin queried why it was necessary to fund a replacement window on the BTC Berlingo Van and asked if the insurance did not cover this.

The RFO responded that as the vehicle is leased she had checked whether the lease company were responsible for the repair. It is Council responsibility to repair damage and the payment shown was for insurance excess and the VAT.

C/2009/060 **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.