

MINUTES of the Meeting of **Bodmin Town Council** held on Thursday 16 October 2008 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, E T Denholm, OBE DL, M Denholm, M E Dominey, A Duffin, M J Griffiths, 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: 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: The Mayor made the following announcements:

1. Councillor Micek and his wife had been to visit Sue Batterson a former Councillor, following her transfer to the Elmlea Nursing Home in St Blazey from the Bodmin Hospital. The Mayor informed Members that Ms Batterson would be happy to see fresh faces if people can find time to visit.
2. An interesting meeting had been attended by Councillor Micek with Grass Valley residents, Elizabeth MacKenzie and Mark Applegate in August. Elizabeth MacKenzie had been visiting the country with her husband to enable him to partake in an archery competition, whilst also tracing his Cornish Ancestors who had left to follow the 'gold rush'.
3. Councillor Micek informed Members that he had recently welcomed Polish, German and French students to the town when gifts had been exchanged.
4. Finally, the Friends of Bodmin Hospital will hold a Thanksgiving Songs of Praise on Sunday 26 October 2008 to which all Members are cordially invited.

The Mayor welcomed Councillor C R Bell to his first full Council meeting. There were no apologies.

C/2008/169

PUBLIC REPRESENTATION SESSION –

Mr Lawson Hick attended on behalf of residents of St Mary's Road with a plea to Council to consider placing a CCTV camera in the vicinity of St Mary's Road where consistent damage was being experienced by residents' to their vehicles.

Mr Hick explained to Members he that had resided there for 20 years and during that time every vehicle he had owned had suffered damage by vandals. Regrettably, it had not been possible to prove who had caused the damage and a CCTV camera would help to spotlight the problem.

Councillor L G J Kennedy stated that this had been looked into in the past and there may be an opportunity via Cornwall County Council to offset costs with other Councils but systems are not cheap. Councillor Kennedy referred to the option of people placing their own cameras on their properties as he was of the view that this does not contravene any act providing neighbouring homes are not being overlooked.

The Town Clerk advised the meeting that unfortunately PC Adam Barbery was unable to attend this meeting to respond to Mr Hick, but as the Police have access to a mobile CCTV camera which may be available to check this area it would be appropriate for BTC to liaise with the Police on its usage.

Mr Hick requested that BTC consider the possibility of placing signage onto lamp-posts stating that the area is covered by CCTV cameras.

It was noted that any signage relating to the town centre CCTV system is required to be of certain minimum size and has to include specific wording and permission of CCC Highways would be required to affix any signs to lamp posts. The Town Clerk would look into this and report back to a future meeting.

Mr Hick thanked the Council for their consideration and left the meeting at 6.45 p.m.

Police Report -

Councillor L G J Kennedy informed Members that PC Adam Barbery had relayed his apologies for not being available to attend this meeting.

Copies of statistics produced by the Police for the period 01/04/08 to 30/09/08 along with three reports from PC Adam Barbery regarding the weekend 10/10/08 to 12/10/08; Operation Viking (Test Purchasing), 11/10/08; and PACT Meeting Invite – 30/10/08, had been circulated to Members.

The contents of the reports were noted by Council.

C/2008/170

Minutes of the Council Meeting held on 21 August 2008

The Minutes of the Council Meeting held on 21 August 2008 were approved and passed for signing.

Matters Arising: Page 1 (Item C/2008/141) NCDC Street Ranger for Bodmin – Councillor L A Spear advised that since making the presentation to BTC the Street Ranger for Bodmin had imposed Fixed Penalty Notices for fly-tipping against people whose rubbish had been discovered inappropriately tipped.

Page 10 (Item C/2008/152 – PP/08/040) Priory Car Park Re-surfacing of Top Tier: The DCE informed Members that CORMAC are due to commence re-surfacing work on 25 October 2008. Signage will be placed to inform motorists of the work to be carried out and to advise that it should be completed by 7 November 2008 and direct to the nearest car park. As part of the works, the BTC parks team would be completing the drainage work in the same area.

Page 13 (Item C/2008/158) Members Training – The DCE advised Members that Standards Training had been organised for new Councillors.

C/2008/171

Appointment of newly Co-opted Members to committees as appropriate

Copies of the current list of Committee Members had been circulated.

Councillor L A Spear queried whether an up-to-date list of Members' contact telephone numbers / e-mail addresses / home addresses for could be circulated to Members to enable in-house contact with colleagues.

The Town Clerk informed the meeting that a contact/detail form had recently been circulated to all Members, including new Members, for completion and return. When completed forms are received from all Members an up-to-date list will be prepared and circulated. The Town Clerk requested that all Members complete and return their forms to the Executive Assistant by Monday 20 October 2008 to enable a revised Member Contact List to be prepared.

The Town Clerk referred to the list of Committee Members for 2008/2009 and Committee Members were asked if any Members wished to stand down from any committee duties. There were no Members who wished to relinquish committee duties and Members were allocated to the following Committees (please see attached list):

Finance, Staffing & Performance Management – Include Councillor R J Micek – Ex-Officio within the Councillors names. Councillor K W Stubbs to serve on this Committee.

Promotions - Councillor K W Stubbs to serve on this Committee.

Properties - Councillor C R Bell to serve on this Committee.

Sub-Committee of Promotions: Museum – Councillor K W Stubbs to serve on this Sub-Committee.

Other Committees – Meetings called as required:

CCTV Committee (quarterly meetings) – Councillor C R Bell to serve.

One Cornwall Liaison Working Group – Councillor K W Stubbs to serve.

Council Representatives to Outside Bodies:

CALC (Cornwall Association of Local Councils) and North Cornwall Committee and ALLCC (Association of Larger Local Councils in Cornwall) – Councillor C R Bell to serve as Deputy Representative.

Grass Valley Twinning – Councillor K W Stubbs to represent.

C/2008/172

Minutes of the Planning Meetings held on Wednesday 3 September 2008, 17 September 2008, 1 October 2008 and 15 October 2008

The Minutes of the Planning Meeting held on 3 September 2008 were approved and passed for signing.

The Minutes of the Planning Meeting held on 17 September 2008 were approved and passed for signing.

Matters Arising: Page 4/5 – P/2008/251-2008/01648: Erection of 31 dwelling houses including new access road and parking area – land to the rear of The Meede, Berrycombe Road, Bodmin – Noted that Councillor L A Spear cannot vote on this item as she is an NCDC Ward Member, but fully supports the views of the residents.

Page 5 – P/2008/254-2008/01680: Conversion of the old cow house into a dwelling and re-submit elevations for units 1-3 of the farmstead complex to show the new window configurations (previously approved under 2007/01183) – Councillor C R Bell queried the inclusion of the word 'strongly' in this response.

The Town Clerk advised that Members had considered this to be appropriate given the quality of previous refurbishment/redevelopment on this site.

The Minutes of the Planning Meeting held on 1 October 2008 were approved and passed for signing.

Declarations of Interest:

Page 4 – P/2008/264-2008/01691: Erection of two storey extension to front to form lift housing, new dormer window to front first floor and first floor extension to rear to form four new bedrooms and formation of additional five parking bays to front – Pendrea House Residential Home, Westheath Avenue, Bodmin – Mr L Difford – Noted that Councillor M E Dominey reiterated her personal interest in this item as the applicant is known to her husband.

Page 6 – P/2008/270: Erection of 12 no two bed houses, Stonham, West Region - Site Meeting at Pencaren, St Nicholas Street, Bodmin – Noted that Councillor L A Spear reiterated her personal interest in this item as she is the Director of Community Services at NCDC.

The Minutes of the Planning Meeting held on 15 October 2008 were approved and passed for signing.

C/2008/173

Correspondence:

a) 1st Castle Canyke Scouts Group (4th Bodmin) –

- **Auction of Promises: Request for Support** – Copies of the letter from 1st Castle Canyke Scouts Group had been circulated. The letter was noted as the Scouts had been given free use of the Shire Suite by way of support.
- **Letter of thanks** - Copies of the letter from 1st Castle Canyke Scouts Group had been circulated. The meeting noted the contents of this letter.

b) WILD Young Parents' Project – Application for North Cornwall Community Chest Funding – Copies of a letter from the WILD Young Parents' Project had been circulated. Councillor L A Spear declared an interest as Chairman of the North Cornwall Community Chest Committee.

Following discussion, it was **AGREED** that this project be awarded £25.00 and that a letter of commendation should also be forwarded.

c) NSPCC Christmas Card-Free Zone: Request for support – Copies of correspondence from NSPCC had been circulated. The meeting noted this information.

d) Cornwall Rural Community Council Community Planning E-Newsletter – Issue 3 (Aug 2008) – Copies of this newsletter had been circulated for information.

e) The Friends of Bodmin Hospital –

- **Invitation to Friends Thanksgiving Songs of Praise on Sunday 26 October 2008** – Copy correspondence relaying

details/invitation to the general public had been circulated for information.

- **AGM to be held on Monday 20 October 2008** – Copy agenda for the Friends of Bodmin Hospital AGM had been circulated for information.

f) **CATS (Community Action Through Sport) Leaflet** – Nomination Award Leaflets had been circulated for Members to consider.

g) **Empowering and Engaging Citizens in our Communities – booking form:** Copies of booking forms for events taking place in various areas of the South West had been circulated.

C/2008/174

Minutes of the Policy Committee Meeting held on 11 September 2008

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

C/2008/175

Minutes of the Finance, Staffing and Performance Management Meeting held on 18 September 2008

The minutes of this meeting were approved and passed for signing subject to the minor following amendment.

Page 1 – Apologies: It was noted as a matter of accuracy that apologies had been received from Councillor R Solomons.

Matters Arising: Page 2 – (Item FSPM/2008/095) CIPFA SORP & BVACOP Course – The RFO reported that the CIPFA course had been very informative. There are 23 key new International Accounting Standards (IAS) or International Financial Reporting Standards (IFRS) that will come into place for 2010/11, with shadow accounts for 2009/10 which will be subject to audit. The RFO would be bringing a more detailed report to the next FS&PM Committee.

Page 6 – (Item FSPM/2008/105) Wet Weather Shelter - Bodmin College £1,500 – Councillor M J Griffiths referred to the work being done with the College on this item. The meeting noted that this is now potentially becoming costly.

C/2008/176

Minutes of the Properties Committee Meeting held on 2 October 2008

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

Matters Arising: Page 14 - (Item PP/08/075) Bodmin Dog Awareness Campaign – The DCE thanked those Councillors who had supported this campaign and asked for the feedback Members had regarding recent events, and any observations/comments that could be used to inform future campaigns and a possible phase 2 dog awareness event. Once feedback of the first phase is collated and disseminated Members will be updated.

The DCE advised the meeting that when information regarding phase 2 is available it will be forwarded to Members, meanwhile any comments/feedback can be forwarded to Debbie Atwill at NCDC or the DCE at BTC.

Councillor L G J Kennedy asked that the thanks of BTC be forwarded to Debbie Atwill for sorting the confusing signs on the lamp posts.

C/2008/177

Item referred from Properties Committee (Item PP/08/063) Mary Kendall Roof – Report from Town Clerk

The Town Clerk informed that following the Properties Meeting, the DCE and himself had met Councillor C R Bell who had kindly advised regarding the repair of this roof. The Town Clerk advised that he is now seeking prices to replace the damaged boards, repair the soffit, guttering and down pipes, then cover the roof with Onduline profiled sheeting. This work will proceed as soon as possible.

C/2008/178

Minutes of the Promotions Meeting held on 7 October 2008

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

Matters Arising: Page 4 – (Item PR/2008/034) Major British Cycle Road Race – The DCE informed Members that he had received an email from Geoff Saxon, Director of Kilotogo, advising that unfortunately British Cycling, the UK governing body for cycle racing in the UK had been unable to provide a suitable date for this race on the Premier Calendar for 2009 however, they will continue to pursue this event for 2010. The DCE also advised that plans are moving ahead for the second running of the North Cornwall Tor cycle challenge ride, which is set to take place on 19 April 2009.

Page 5 – (Item PR/2008/035) Bodmin Riding & Heritage Committee – The meeting noted that Councillor J H Hartill had been appointed as Chairman of the Bodmin Riding & Heritage Committee. Councillor Hartill was congratulated on this appointment.

The Mayor highlighted the fact that more stewards are required to ensure that this event continues, however this could mean that to meet health and safety requirements new stewards will need training.

Councillor P Kerridge considered that the majority of volunteers acting as stewards for such events had been trained to the relevant standards and as many people act in the same stewarding role for various events the health and safety standards are met by the same group of volunteers each time, although additional stewards would be very welcome.

Page 7 – (Item PR/2008/038) Bodmin in Bloom Committee – Councillor M J Griffiths advised that an additional meeting had been held on 2 September 2008 but too much information was available to report to Council on this occasion. Minutes of the Bodmin in Bloom Committee will be available for the next Promotions Committee Meeting.

Page 8 – (Item PR/2008/040) Mr S Kessell, North Cornwall Tourism Officer, Report on tourism arrangements and One Cornwall – The Town Clerk gave a brief précis of Mr Kessell's presentation to the Promotions Committee Meeting. The Members that had been present had felt there was no option other than to support the proposed "new model" in principle subject to further detail being provided once the Head of Tourism for One Cornwall had been appointed.

C/2008/179

Audit Commission Work Programme and Fees – Local Government

Copies of correspondence from the Audit Commission had been circulated.

The RFO informed Members that the Audit Commission Fees for 2007/08 were £8,450 (which was £4,500 plus 0.068%). Audit Fees for 2008/09 are £8,950 (which is £5,000 plus 0.068%). The Audit Fees proposed for 2009/10 will be £10,742 (which is £9,000 plus 0.030%) which represents an increase of £1,792.

This item was noted by Members.

C/2008/180

Christmas Lights Event 2008 – Report from Councillor M Denholm

Councillor M Denholm reported to Members that discussions had taken place regarding arrangements for the Christmas Lights Event 2008 that is to be a joint event between BTC and Bodmin Chamber of Commerce. It is planned that the lights will be installed on Sunday 23 November 2008 and that they will be taken down on Sunday 4 January 2009.

Councillor M Denholm informed Members that BTC are being asked for some funding towards the lights, other costs involved relate to insurance and the hire of a specific Genie, although Genie-hire assistance may be available from Western Power.

Within discussion Members queried what funds had been held within the budget for this item.

The Town Clerk advised that there was £1,000 in the budget. Council had previously agreed that £500 would be used towards the town centre lights although this may not all be in cash as some might be in the form of hire costs for the Genie (cherry picker). The remaining £500 was allocated for the switch-on event on 28 November.

The Town Clerk commended the work of Julian Murch, Andy Rowe and all other volunteers involved with the Christmas Lights for their hard work. He continued to invite any companies/businesses wishing to make contributions/donations to do so by making cheque donations payable to "Bodmin Town Christmas Lights" and Bodmin Town Council will forward them to Mr Murch.

The Town Clerk advised Members that this joint event is scheduled to run as follows:

- Sunday 23 November 2008 – 7.15 a.m. : relevant road closures are in place to enable lights to be installed;
- Friday 28 November 2008 – early evening : 'Switching-on' of the Christmas Lights – BTC are inviting a 'sporting guest' to turn on the lights this year;
- Sunday 4 January 2009 – 7.15 a.m. : instigation of road closures to enable lights to be removed.

Councillor M Denholm stressed to Members that this is a joint event in terms of financing, organising and stewarding; anyone with time to spare on

relevant days is welcome to assist with installation and removal of lights.

Following discussion, the budget for this event was noted and Councillor M Denholm was thanked for her work in organising this event. It was hoped that the weather would be kind when putting up the lights and on the evening of the event.

C/2008/181

Bodmin Town Youth Council (Proposals) – Report from Councillor L G J Kennedy

Copies of proposals to create a Bodmin Town Youth Council, produced by Councillor L G J Kennedy had been circulated.

Councillor M J Griffiths referred to the current system where £1500 is set aside within the Town Council's budget each year to enable the students within the Town/Bodmin College to identify items/areas that they would like improved.

Councillor Griffiths acknowledged that difficulties had been experienced earlier in the year in obtaining student information provided for BTC from a teacher but this problem had now been rearranged. Councillor Griffiths queried whether years 8 and 11 at Bodmin College could be given the preferred choice of spending the £1,500 budget for the youth of the town. This would allow them to discuss this issue within their citizenship lessons.

Councillor L G J Kennedy referred to his report which is looking to educate and initiate young people to take responsibility for public funds and encourage them to take an active role in local government through a system that will enable them to gain confidence, competence and in the long term pursue a role that will allow them to assist in representing the community by negotiating on behalf of their friends and colleagues within a town decision-making process. Councillor Kennedy highlighted that there are 392 Youth Councils across the Country, the closest of which to Bodmin is located in Devon.

Councillor Kennedy felt it imperative that all students and youths (under the age of 18) be consulted, as part of their legal right.

Councillor M J Griffiths highlighted that for the last six years Bodmin Town Council had worked with young people in this Town via the College and queried how much work this project will create for BTC staff to set up.

The Town Clerk advised that he was confident that BTC was carrying out its legal requirements in respect of the legal right of young people to be consulted.

Within discussion Members considered various work completed through the current system towards the development of youths within the town, including Chestnuts, the Skate Park, Fair Park Multi Use Court and Youth Shelter. However it was felt that BTC do not have sufficient staff available at the present time to act as consultants towards a new scheme.

Councillor L G J Kennedy concurred with the work completed by Councillors for the youths of the town to aid their development but wished to encourage the evolution of youngsters to manage their own council whilst they have

teachers and councillors to advise them.

Councillor E T Denholm, OBE DL proposed that as Councillor M J Griffiths had been involved with youngsters/students through Bodmin College for many years it would be prudent if she were to complete research through the college students and report back to Council.

A variety of discussions continued on this issue, including:

- A query from Councillor M E Dominey asking if the Youth Council were created whether the £1,500 budget would be given over to the youths voted as Members with spend power;
- In relation to how much is being done for the youths within the town it was queried by Councillor C R Bell whether this is enough, particularly in view of the recent Police activity regarding anti-social behaviour involving young people;
- Councillor A Duffin relayed the view that it is the responsibility of parents to manage the activities of their children/young people in order to keep them out of trouble;
- Councillor L G Kennedy had been given to understand that the young people being followed through the recent Police activity were thought to be the same persistent offenders and groups;
- Councillor K W Stubbs advised that he had spoken with young people at the Skate Park who had been advised of additional work that may be completed in the area. They had indicated to him that they would like to be asked what they want;
- Councillor M J Griffiths and other Councillors had previously spoken with youths within the town and had invited them to Council meetings to state precisely what they would like at the Skate Park, the youths had not attended. However, Councillor Griffiths explained that the difficulty is that there is a constant change in youths as they grow up and move on and their views are replaced by a new cohort of young people;
- Councillor M Denholm advised that she is happy to visit school/college to talk to/with students if needed.

As Councillor L G J Kennedy's proposal had no seconder, it was not put to the vote in accordance with Standing Order 30.

Following further discussion, it was **AGREED** that Councillor M J Griffiths should consult/research the preferences of the students at Bodmin College in relation to this idea and report back to a future meeting.

C/2008/182

Remembrance Day Commemoration – Report from Town Clerk

a) Remembrance Day Event

The Town Clerk reported that a Remembrance Day event had been organised to take place in Priory Park followed by a Service in St Petroc's Church and a reception in the Shire House Suite on Sunday 9 November 2008.

The Members were advised that the format of the event in the Park is being changed slightly to accommodate the large numbers of young people, who will be the 'rememberers' of tomorrow. The Town Clerk wished to record a

huge vote of thanks to Lt Cdr Iain Denholm RN Rtd for putting together the revised operations order.

The Town Clerk informed Members that a meeting will be held to discuss revised arrangements at 6.30 p.m. on Wednesday 22 October 2008 with a final rehearsal, commencing with practice laying up of standards at the Church, followed by a run through of the itinerary on Thursday 30 October 2008 at 7.00 p.m.

Councillor E T Denholm, OBE DL relayed his apologies for the meeting on 22 October 2008 as he had a prior appointment.

The Town Clerk advised Members that Lady Mary Holborow the Lord Lieutenant is expected to attend and television cameras will also be present. Unfortunately Bodmin Town Band do not have sufficient members available to support the event (a number of their members are serving abroad with the Marines) and, whilst the Executive Assistant and Mayor's Secretary have contacted around 25 bands, an available replacement had not been found.

The Town Clerk stated that the two minutes silence to be held on Tuesday 11 November 2008 will this year be held on Mount Folly instead of outside the Shire House.

This report was noted.

b) Ninety Years of Remembrance – The Keep, Bodmin

Councillor R Micek referred to information he had received regarding an open day at the Duke of Cornwall's Light Infantry Museum, The Keep, Bodmin on Saturday 8 November between 10.00 a.m. and 4.00 p.m. This is a free BBC Learning event and relates to Ninety Years of Remembrance – 'Do You Have Something to Share About World War 1?' It will offer the opportunity to:

- Find out more about the part played by local families/areas during the War;
- Upload personal family World War 1 memorabilia to the BBC online remembrance wall; and
- Experience what life was like during the War years for themselves.

Anyone who is interested is welcome to visit.

c) Royal British Legion Poppy Appeal – Bodmin Branch

Councillor H G Vanderwolfe declared an interest as President of the Bodmin Branch of the Royal British Legion.

The Town Clerk informed Members that a letter had been received from the Bodmin Branch of the Royal British Legion Poppy Appeal requesting that they be allowed to park military vehicles and make collections in Priory Park on 2 November 2008.

Following discussion, it was **AGREED** that Bodmin Town Council was very pleased to agree to the above request.

ONE CORNWALL –

Councillor P Kerridge declared a personal interest as an employee of Cornwall County Council.

- a) **One Cornwall Parish and Town Council Newsletter – End September 2008 (Issue 13)** – Copies of this Newsletter had been circulated and was noted.
- b) **One Stop Shop / Community Hub for Bodmin – Update from Town Clerk/DCE:** Copies of CCC draft Heads of Terms/correspondence/reception changes – 3 options, had been circulated to Members.

The Town Clerk advised Members that BTC officers had met with One Cornwall team officers with a view to taking forward the One Stop Shop development by utilising current BTC resources to provide this service to the Town, highlighting the fact that any arrangement must be on the basis of a true partnership with Bodmin Town Council. The One Cornwall team would like to take this One Stop Shop service into the new PCSC building when it is complete.

The Town Clerk informed Members that the staff to be affected by any changes had been shown proposed alterations and their preferences had been indicated. One Cornwall had asked for access to the two offices immediately to the right-hand side of Reception; this could provide an interview facility to people who require wheelchair access or who are less-abled. However, it would be necessary to move one BTC staff member to another office within the building. Refurbishment of the current reception area and the two required offices would be completed at One Cornwall's expense including any necessary staff training. The meeting was advised that it would not be possible to complete any work on the building until BTC had reached an agreement that could be taken forward by CCC to the Conservation Officer for Listed Building Consent. CCC would like Bodmin One Stop Shop to be completed by the end of February 2009 to allow staff arrangements to be in place prior to the Unitary Council changeover.

The Town Clerk advised that One Cornwall had also requested an additional office within the building for the Community Network Area Staff. It had been identified that Room 2 could be available to them, although One Cornwall would prefer Room 3 and had asked for consideration to be given to that.

The Town Clerk informed Members that this proposal is a forward step into partnership between Bodmin Town Council and One Cornwall that will move towards a One Stop Community Hub for Bodmin within the PCSC and as such the Town Clerk commended it to Council as a useful pilot enabling BTC to see how things work out before entering into agreement or include One Cornwall in the PCSC building.

Within discussion Members considered the Heads of Terms '*in principle*'; with some Members viewing the Bodmin One Stop Shop as a partnership to be the way forward in order to create a Bodmin One Stop Community Hub for the future.

Discussion continued in relation to ensuring the Heads of Terms can work to the benefit of all involved within the partnership. Councillors queried what income is raised from the hiring of Room 3 per year as opposed to Room 2. The RFO reported that annually Room 3 raises £4k per year, whereas Room 2 is used for storage and therefore raises no income, nor would any be lost by its use as the equipment stored could be moved to another storage area. Members considered appropriate charges / rent.

Following discussion, it was **AGREED** that the proposed Heads of Terms be accepted in principle, subject to:

- Acceptance of the design option with the curved reception desk arrangement;
- Room 2 being used for the Community Network Area Staff;
- Rent as detailed in the Heads of Terms; and
- A separate agreement relating to cleaning charges / arrangements.

Voting: 9 votes in favour with 7 against.

Noted that Councillors A Duffin, M E Dominey, M J Griffiths, L A Spear and H G Vanderwolfe requested that their names be recorded as voting against this decision.

- c) **New Cornwall Unitary Council Logo** – Copies of correspondence/ emblem regarding New Cornwall Unitary Council Logo had been circulated.

Councillor L A Spear expressed the view that there is little point considering this issue when Councillors' energy would be better spent on ensuring that the Unitary delivered effective services.

This view was endorsed by the Council and this correspondence was noted.

- d) **Chief Executive of New Unitary Council Announced** – Copies of correspondence announcing Chief Executive – Mr Kevin Lavery - of New Unitary Council had been circulated and was noted.

It was **AGREED** to invite Mr Lavery to an early meeting with Bodmin Town Council.

Councillor E T Denholm, OBE DL advised that Mr Lavery had already been visiting areas of Cornwall to begin to gain ideas of what he can do to take the New Unitary Council forward.

- e) **Visit by Sally Lewis, OneCornwall Team** – The Town Clerk informed Members that Sally Lewis, Parish & Town Liaison Officer, One Cornwall, is happy to attend a BTC meeting to update Members on the implementation of the Unitary Authority.

Following discussion, it was **AGREED** that this would not be of benefit at the current time.

C/2008/184

- a) **North Cornwall CALC AGM held on 24 September 2008 at Camelford – report from Councillor L G J Kennedy:** Copies of the CALC AGM report from Councillor Kennedy had been circulated.

The report was noted.

- b) **CALC meeting held on 8 October 2008 – report from Town Clerk and Councillor L G J Kennedy:** The Town Clerk gave a précis of this meeting that had been addressed by Carl Hearn, Head of Democratic Services NCDC, regarding the governance arrangements for the new Unitary Council. There had clearly been a considerable amount of thought going into the governance arrangements, including interim arrangements for Planning and Licensing. Members present had viewed the advice and information to be extremely useful.

Discussion had also concerned potential devolution of services / assets and the arrangements for precepting for 2009/10, but there was less information forthcoming on these issues.

C/2008/185

Communities and Local Government – The making and enforcement of byelaws – Consultation responses required by 20 November 2008

Copies of this document had been circulated.

The Town Clerk advised that this is an interesting consultation paper from CLG. However, as Bodmin Town Council had only been involved in the making of one byelaw in recent years, he queries whether the Council was well placed to make significant input into this debate.

Following discussion, it was **AGREED** that the Council would not make a response to this consultation document as there were more pressing matters to be worked at the current time.

Councillor E T Denholm, OBE DL passed a copy of the Sustainable Communities Act 2007 correspondence/documents to the Town Clerk as he considered copies should be forwarded to Members. Councillor Denholm, OBE DL was thanked for this contribution as this item had been earmarked for the November Policy Committee agenda and the copy produced was of a high standard. The Town Clerk advised that this paperwork will be circulated with the November Policy Committee agenda ready for information/discussion.

C/2008/186

Schedule of Accounts for October 2008

The Schedule of Accounts for October 2008, from cheque no.116439 to cheque no.116516 in the sum of £85,543.02 was approved and passed for signing.

C/2008/187

Questions to the Mayor

Q. Councillor A Duffin referred to the Antiques Road-Show featuring Lanhydrock – she had watched the programme expecting to see St Petroc's Casket as a highlight but that was not covered. Councillor Duffin queried

whether there is to be another televised version of this visit in the near future that will encompass this item.

A. The Mayor answered in the affirmative.

C/2008/188

Budget Setting Process

The Town Clerk informed Members that Officers do not consider that there will be sufficient detailed information regarding devolved services / SLA's from OneCornwall or the PCSC Project to set a Precept at the meeting scheduled to take place on 4 December 2008.

The Town Clerk continued to advise that CALC had informed BTC that NCDC will be collating the information, as in previous years, and passing it to OneCornwall for payment. The date for returns is 9 January 2009, although the Town Clerk had spoken with the Chief Accountant at NCDC, Alex Bradshaw, who had indicated that she is prepared to extend this date by a couple of weeks for the larger towns.

Following discussion with the Chairman of FS&PM the Town Clerk announced that:

1. The Estimates Meeting due to take place on Thursday 4 December 2008 has been cancelled;
2. An Estimates Meeting has been arranged to take place following the Planning Meeting on Wednesday 7 January 2009. A sandwich/buffet lunch will be provided for Members attending that meeting;
3. There is a routine FS&PM Meeting scheduled for Thursday 15 January 2009 this will allow any necessary information obtained following the meeting of 7 January 2009 to be presented;
4. An Extra-Ordinary Full Council Meeting will be held on Thursday 22 January 2009 at 6.30 p.m. to approve the Precept;
5. The Promotions Meeting (postponed from 7 January 2009) will be rearranged for the week 26 to 30 January 2009 (to suit the Chairman's, Councillor L A Spear diary).

The Town Clerk was instructed to produce an updated list to be forwarded to all Councillors by post at the end of the week.

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