

MINUTES of the Meeting of **Bodmin Town Council** held on Thursday 21 January 2010 at 6.00 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 Denholm (arrived for item C/2010/002 onwards), M E Dominey (arrived for item onwards), A Duffin, M J Griffiths (arrived for item C/2010/002 onwards), J H Hartill, L G J Kennedy, R Solomons (arrived for item C/2010/002 onwards), L A Spear (arrived for item C/2010/002 onwards), K W Stubbs and H G Vanderwolfe.

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

CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES: There were no announcements to be made by the Mayor, however the Town Clerk announced that there would be an extra item to be discussed after item 12 on the Agenda. Apologies were received from Councillors F M Hancock and P Kerridge.

C/2010/001 **Presentation Regarding HSBC's Fixed Income Service by Mr Mark Riches and Mr Russell Metherell**

Mr Mark Riches and Mr Russell Metherell repeated their presentation on HSBC's Fixed Income Service for the benefit of those Councillors who were not in attendance at the initial presentation at the Finance, Staffing and Performance Management Committee meeting in December 2009.

Mr Riches informed Councillors that the Council is currently only receiving a few thousand pounds on the money it has invested, however by investing in the Fixed Income Service it would be likely to receive in the order of £21,482.00 less the fee of £6,000.00 which would result in the Council receiving £15,482.00. Mr Riches further informed that the portfolio which would be invested in is not influenced by the equity market which can be very volatile, therefore there is good stability for the investment and good income.

The RFO informed that if Councillors were minded to agree to invest in the scheme then there would be a need to revise the Council's Treasury Management and Investment Policies and agree the amount to be invested.

The Mayor thanked Mr Riches and Mr Metherell for attending the meeting, and they left at 6.20 p.m.

C/2010/002 **Public Representation Session**

Police Report – PC Steve Applewhite and PC Ellie Lesley attended the meeting on behalf of Devon and Cornwall Police in the absence of PC Adam Barbary.

PC Applewhite – who is the acting team leader of the Bodmin Neighbourhood Team – reported on the latest crime statistics (copy report attached for information). PC Applewhite highlighted various aspects of the report, including the 14.9% increase in 'other theft'. Much of this is the result of criminal activity on e-bay which then gets investigated by the local Police force where the

transaction is completed.

Councillor M Denholm informed that there had been reports that a large amount of drug use paraphernalia was being left at Bodmin Rugby Club, and Councillor L A Spear queried whether there were a greater number of incidents of alcohol abuse being reported in relation to Berry Woods as an increase in empty beer bottles and cans had been noted in the area. PC Applewhite informed that there had not been any increase in incidents reported to the police in relation to this area.

Councillor C R Bell reported on the problems some female members of staff were experiencing in relation to being hassled by 'boy racers' whilst walking to the top Priory Car Park, and enquired whether the Police could take any action on this matter. PC Applewhite explained that the police have been working hard to eradicate 'boy racers' from this area by writing warning letters to them and banning them from the car park. However, it is an ongoing issue but the Police are aware of it and will tackle it. Councillor Bell further queried whether reports of different types of traffic offences could be brought to future meetings, and PC Applewhite confirmed that this would also be looked into although it may be difficult as it is not recordable crime.

Councillor M Denholm passed on her thanks to the police for the hard work put in of the team on Bodmin Moor during the recent snowy weather, and the Town Clerk commented that he would like to pay tribute to PS Mark Kernow and PC Robin Riches for their work at Narissa Hall on the night of the fire and everyone who has worked behind the scenes since the incident. He informed that he would be writing to Inspector Marshall to convey his thanks regarding Narissa Hall, and would also incorporate Councillor Denholm's comments regarding the work on Bodmin Moor during the snow.

PC Applewhite and PC Lesley left the meeting at 6.35 p.m.

Cornwall Councillor A Kerridge arrived at 6.35 p.m. but did not wish to speak.

C/2010/003

Minutes of the Full Council Meeting held on 19 November 2009

Noted that, as a matter of accuracy, on page 10, Richard Thomas Partnership should read RTP Surveyors.

Subject to this amendment, the Minutes of the Full Council Meeting held on 19 November 2009 were approved and passed for signing.

Matters Arising:

Page 7 – item C/2009/166 – Minutes of Planning Committee Meeting held on 18 November 2009 – page 4 – item P/2009/285 – Letter from Regional Engineer, Cornwall Council Highways Service regarding speed monitoring at St. Nicholas Street – the Executive Assistant reported that Ms Cory had been in contact with the group '20 is Plenty', who had in turn provided two possible dates that they could visit Bodmin and make a presentation about their organisation. The most suitable of those dates was 26 March, and they would propose holding an initial meeting in the afternoon for Members of the

Town Council to attend, with an open public meeting in the evening.

Councillor E T Denholm OBE DL commented that the '20 is Plenty' organisation has been reported on in the local newspapers, therefore any public meeting should be well advertised and invitations should be extended to as many people as possible.

The Town Clerk queried whether an invitation to the initial meeting in the afternoon should be extended to officers from Cornwall Council, the Highways Department and the Police, and Members considered that this would be beneficial to ensure that as many organisations as possible are informed in the matter.

Page 10 – item C/2009/170 – Minutes of the Properties Committee Meeting held on 27 October 2009 – page 1 – item PP/2009/090 – Minutes of the Properties Meeting held on 3 September 2009 – page 3 – item PP/09/072(a) – Alstock – Letter of Thanks from Bodmin Town Football Club – Councillor L A Spear informed that a meeting had been arranged between herself, officers, and a representative of BTFC, however that representative had failed to attend.

C/2010/004

Minutes of the Planning Committee Meetings held on 2 December and 16 December 2009, and 20 January 2010

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

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

Declaration of Interest – page 2 – item P/2009/302-2009/01630 – Construction of carport to provide parking for eight cars – land adjacent to Williams Building, Park Drive, Westheath Park, Bodmin – Porthia Ltd – Noted that Councillor M E Dominey reiterated a personal interest in this item as her son lives on the estate.

Declaration of Interest – page 2 – item P/2009/306-2009/01680 – Work to trees covered by a Tree Preservation Order namely to raise the canopy to 4m on oak tree to allow light penetration and create usable space in corner of garden which is inaccessible in times of full leaf – 59 Athelstan Park, Bodmin – T T Compost Ltd – Noted that Councillor M E Dominey reiterated a personal interest in this item as she lives at Athelstan Park.

The Town Clerk informed that, as a matter of accuracy, page 2 – item P/2010/008 of the Minutes of the Planning Committee Meeting held on 20 January 2010, the description relating to this item is incorrect and in fact relates to another item, however the actual Minute typed in bold is correct.

Subject to this amendment, the Minutes of the Planning Committee Meeting held on 20 January 2010 were approved and passed for signing.

Matters Arising:

Declaration of Interest – page 2 – item P/2010/005-2009/01788 – Formation of rooms in roof space – Ryleigh, Halgavor Road, Bodmin – Mr I Beckly – Noted that Councillor M Denholm reiterated a personal interest in this item as she lives on the same road as the property in question, and the Executive Assistant also declared an interest in this item as she lives on the same road.

Page 3 – item P/2010/009 – copy of letter and Decision Notice from the Cornwall and Isles of Scilly Primary Care Trust – Exempt Application to open for at least 100 hours per week for the provision of Pharmaceutical Services at ASDA Stores Ltd, Launceston Road, Bodmin, Cornwall, PL31 2RN – to confirm that the Cornwall and Isles of Scilly Primary Care Trust has approved the application – The Town Clerk commented that Councillor M E Dominey had put forward a valid concern regarding the location of the pharmacy which will provide a Methadone and Subutex Management service as well as a Needle Exchange Service within a supermarket. It was noted that this application has been granted for a period of six months and BTC would be monitoring the impact of this decision. The Town Clerk asked Members to report any concerns, comments or observations on this matter, in order that they can be reported to the appropriate authority.

Declaration of Interest – page 3 – item P/2010/010 – Letter and Appeal Decision from Cornwall Council – Town & Country Planning Act 1990 – Section 78 – Application number 2008/01778 – Erection of a safe exit area on the second floor (which is entirely wood built, utilised as sleeping and living accommodation for all age groups) – 2 Harleigh Road, Bodmin – Mr A Fox – Appeal start date: 13 July 2009 – to inform that this Appeal has been dismissed – Noted that Councillors M Denholm and E T Denholm OBE DL reiterated personal interests in this item as they have been associated with the application in the past.

Page 4 – extra item P/2010/016 – Survey of roads following prolonged cold weather spell and identification of Highways/Transportation ‘Hotspots’ and Problem Areas – The Town Clerk informed that a Working Group would need to be formulated to consider the issue of traffic management in Bodmin. Councillor R Solomons further commented that the Working Group would investigate any safety issues around the town in addition to traffic management, with the overall aim to design and deliver a vision of good traffic management in the town to Paul Allen, the Area Highways Engineer (East).

Following discussion, it was **AGREED** that Councillors A J Coppin, M E Dominey and R Solomons would populate the Working Group, with officer assistance from the DCE.

C/2010/005

Correspondence:

(a) PACT – e-mail informing that the next PACT Meeting will take place on Friday 5 February 2010 at 7.00 p.m. at St. Mary’s Hall, St. Mary’s Road, Bodmin – This e-mail had been circulated with the Agenda and was noted. Councillor L G J Kennedy informed that the localism team of Cornwall Council will be looking into the schedule of these meetings to avoid any duplication.

The Town Clerk felt that it is important that these meetings are well populated, and queried whether any Members would be attending. It was noted that Councillors K W Stubbs and M E Dominey usually attend these meetings, and Councillor C R Bell confirmed that he would attend as long as he does not have any prior engagements.

- (b) Letter of invitation from the Chairman of the R.N.L.I. Bodmin Branch to forthcoming fundraising quiz night** – This letter had been circulated with the Agenda and was noted.

C/2010/006

Minutes of the Properties Committee Meeting held on 7 December 2009

Noted that, as a matter of accuracy, on page 5 Richard Thomas Partnership should be RTP Surveyors.

Subject to this amendment, the Minutes of the Properties Committee Meeting held on 7 December 2009 were approved and passed for signing.

Matters Arising:

Page 3 – item PP/2009/114 – Museum – Update from Bodmin Town Museum on meeting with the Conservation Officer – The Executive Assistant informed that a meeting with the Conservation Officer had been arranged for Monday 15 February 2010 at 2.00 p.m.

Declaration of Interest – page 4 – item PP/2009/115 – Correspondence – (a) Letter from Mrs J. Smith regarding transforming derelict sites in Bodmin – Noted that Councillor C R Bell reiterated a personal interest in this item as he has carried out work on behalf of Mr Cook who owns the former West End Motors site.

Declaration of Interest – page 5 – item PP/2009/117 – Citizens Advice Bureau – Noted that Councillor L G J Kennedy reiterated a prejudicial interest in this item as a Director of the CAB, Councillor C R Bell reiterated a personal interest in this item as the CAB is a tenant of RTP Surveyors, and Councillor M E Dominey reiterated a personal interest in this item as a volunteer of the CAB.

C/2010/007

Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 10 December 2009

The Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 10 December 2009 were approved and passed for signing.

Matters Arising:

Page 1 – item FSPM/2009/087 – Presentation regarding HSBC's Fixed Income Service by Mr Mark Riches and Mr Russell Metherell – The Town Clerk confirmed that if the Council approved recommendation 'a' – that the Council invests in the HSBC Fixed Income Service – Mr Metherell had advised that subject to the completion of any necessary paperwork the Council could invest the day after the decision is made. This would of course be subject to

amendment of the relevant Council policies and strategies.

Following discussion, it was **AGREED** to adopt the Mayor's proposal that Bodmin Town Council invests in HSBC's Fixed Income Service.

Members further **AGREED** that the amount of £600,000.00 be invested into the Fixed Income Service, and that this should be reviewed on a regular basis by the FS&PM Committee.

C/2010/008

Minutes of the Finance, Staffing and Performance Management (Estimates) Meeting held on 14 January 2010

The Minutes of the Finance, Staffing and Performance Management (Estimates) Meeting held on 14 January 2010 were approved and passed for signing.

C/2010/009

Cornwall Association of Local Councils – County Bulletin (December 2009) together with information about BeeBase

The Town Clerk informed that this County Bulletin had been circulated with the agenda for information, however he advised that the CALC Annual Conference and General Meeting, involving a number of interesting presentations, will take place on 20 February at County Hall in Truro. The Town Clerk queried Bodmin Town Council's representation at that meeting.

Following discussion, it was **AGREED** that Councillors L G J Kennedy and R Solomons and the Town Clerk would attend those meetings on 20 February.

Councillor E T Denholm OBE DL enquired as to whether BTC's policies regarding disciplinary procedures meet the regulations as set out on page 3 of the Bulletin. The Town Clerk was pleased to confirm that they have been updated in light of the guidance. However, there is a minor amendment to the Sickness, Leave and Absence Policy which will be brought for consideration at a future meeting.

C/2010/010

Electoral Review of Cornwall: Final Recommendations from The Boundary Committee for England

The Town Clerk informed that this had been a lengthy report, therefore only the relevant edited highlights had been circulated to Members.

The Town Clerk drew Members' attention to the recommendations at the bottom of page 40, which set out that Bodmin should comprise 16 Councillors as it does at present, representing three wards instead of the current two. These would be St. Petroc's Ward (5 Members) covering the east side of the town; St. Mary's Ward (6 Members) covering the west side of the town; and St. Leonard's Ward (5 Members) which would cover the middle of the town including the whole of the Berryfields Estate. The Town clerk pointed out that this addresses the Council's previous concern that the Berryfields Estate was split between two wards.

Councillor L A Spear commented that all bar one of BTC Members had voted for the new middle ward to be named St. Guron's Ward, however it had instead been named St. Leonards. Councillor Spear therefore proposed that a letter should be written to the Boundary Committee for England to point out that a vote had been taken on this matter and complain that the result seems to have been ignored.

It was **AGREED** to write to the Boundary Committee regarding this matter.

C/2010/011

Schedule of Monthly Accounts – January 2010

The Schedule of Monthly Accounts for January 2010 was approved and passed for signing from cheque no. 117695 to 117779 in the sum of £116,450.20.

The Town Clerk commented that the amount in the January monthly schedule had been slightly higher than normal, however the December schedule had been prepared earlier in the month than usual and therefore the January account covered a slightly longer period of time.

Councillor R Solomons informed that at a recent CALC meeting the possibility of introducing electronic payments as a replacement for the cheque system had been raised. The Town Clerk confirmed that this was being looked into by NALC, and informed that a report would be made on this issue at a future FS&PM Committee meeting.

C/2010/012

Bodmin Futures / Bodmin and Surrounding Area Forum

Councillor C R Bell reported that the Bodmin Futures/Bodmin and Surrounding Area Forum AGM had been poorly attended despite requests of organisations to send attendees and the potential for funding from the Forum. Councillor Bell informed that Councillor P Kerridge had stood down as Director of the Forum, with Mrs Arwen Folkes appointed in his place. The Forum is currently advertising for new Directors, and the next meeting is scheduled to take place on 25 February 2010.

C/2010/013

Questions to the Mayor

Councillor C R Bell queried whether the Council could e-mail any proposals for flowerbed sponsorship for 2012 to the Chamber of Commerce, and the Mayor answered in the affirmative.

Councillor L G J Kennedy enquired whether the details of Cornwall in Bloom could be circulated, and, again, the Mayor answered in the affirmative.

Cornwall Councillor A Kerridge left the meeting at 7.05 p.m.

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