

MINUTES of the Meeting of **Bodmin Town Council** held on Thursday 19 November 2009 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 (arrived for items C/2009/163 – C/2009/185), A J Coppin (arrived for items C/2009/163 – C/2009/185), E T Denholm OBE DL, M E Dominey, 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: Mr P O’Callaghan (Town Clerk), Mr S Facer (DCE), Mrs A McAuley (RFO) and Miss K Mullis (Committee Clerk). Mrs W Wright (Tourism Officer), Mrs D Noyce (Senior Tourism Assistant), Mrs D Roberts and Mrs M Jeffrey-Jones (Tourism Assistants) attended for item C/2009/162.

CHAIRMAN’S ANNOUNCEMENTS AND APOLOGIES:

The Mayor began his announcements by proposing a minute’s silence in memory of Mary Fox, who tragically died in a fire at her house on Berryfields Estate on 5 November 2009, and the Council stood in silence as a mark of respect.

Following this, the Mayor commented that thanks were due to the Cornish Guardian reporters who showed appropriate respect and consideration when covering the matter, as well as to the Police for their hard work in investigating the fire and bringing the culprits to justice. The attending representative for the police, PC Neil Crook, was asked to pass on the thanks of Bodmin Town Council to PC Adam Barbery for his report on this case in the Cornish Guardian and all of the other officers working on the case.

The Mayor felt that thanks were due to BTC’s Parks Staff for their assistance with the arrangements for the Bonfire Night Fireworks Event in Priory Park.

The Mayor commented that he would also like to pass on his thanks to the people of Bodmin as he was heartened to see a good turnout on Remembrance Sunday and on Armistice Day.

Apologies had been received from Councillors M Denholm and A Duffin. Apologies were also received from Councillors C R Bell and A J Coppin who would be late in arriving at the meeting due to work commitments.

C/2009/162 **Visitor Information Centre**

The Mayor welcomed the staff of the Visitor Information Centre to the meeting and was pleased to inform that they had achieved two awards at the recent 2009 Cornwall Tourism Awards - gold in the Tourist Information Centre of the Year category and bronze in the Small Visitor Attraction of the Year category for the Courtroom Experience. The Mayor congratulated the Tourism Staff on their hard work to deliver a service of this standard.

The Town Clerk enquired as to how many awards the Visitor Information Centre had now won, and the Tourism Officer was pleased to report that it had achieved the gold award four times and silver three times. The Town Clerk felt that this was a fantastic achievement, and reiterated that the Tourism Staff had been invited along so that the Council could show its appreciation for their hard work, high quality and great consistency over time.

Councillor L A Spear commented that the winning of these awards not only shows off Bodmin Town Council, but also the calibre of staff employed by the Council as these achievements are obtained through a team effort, not just by those in the VIC but those behind the scenes as well.

The Tourism Officer, on behalf of the Tourism Staff, thanked Members for the invitation to this meeting. She commented that the Tourism Staff had worked very hard, and thanked the Council for providing the tickets to the awards presentation evening as all who attended had a very enjoyable time.

The Tourism Staff left the meeting and Councillor A J Coppin arrived at 6.10 p.m.

C/2009/163

'Stonham Tu Floating Support Service' – Presentation by Mr S Williams, Senior Project Worker, North Cornwall Family Service

The Mayor welcomed Mr Stephen Williams to the meeting.

Mr Williams gave a very informative presentation outlining the aims and objectives of the Stonham Tu Floating Support Service. The main aim of the service is to enable and empower people to live independently, through working with and focusing on the individual and their needs. One such example given by Mr Williams was the St. Nicholas House development which is a generic service for homeless people. Mr Williams finished the presentation by thanking Members for the invitation to attend the meeting.

Members commented that this was an extremely informative presentation giving a detailed explanation of the emerging work that Stonham Tu Floating Support Service provides.

Councillor M E Dominey queried where Stonham Housing obtains funding from. Mr Williams informed that 80% of the funding comes from the government, however he clarified that it is not a government agency.

Councillor L G J Kennedy commented that Stonham Housing should be commended for their conduct in meeting residents who are local to new developments in order to discuss any concerns. This shows good community spirit which can only be encouraged.

Councillor E T Denholm OBE DL stated that the standard of the work at St. Nicholas House is first class, and queried whether BTC could retain the information given in Mr Williams' presentation. Mr Williams confirmed that a printed copy of his Powerpoint presentation had been handed to the Committee Clerk (copy attached).

The Mayor thanked Mr Williams for attending.

Councillor C R Bell arrived at 6.15 p.m.

Public Representation Session

There was one member of the public present, who did not wish to speak but was in attendance for the planning matters. The Mayor made it clear that once the Public Representation Session was finished, members of the public would not be able to participate in any discussions or make representations on any matter.

Police Report – PC Neil Crook attended the meeting on behalf of Devon and Cornwall Police as PC Adam Barbery was currently on annual leave.

PC Crook reported that in St. Mary's Ward there were 40 recorded crimes in the last month, mainly consisting of theft, vehicle crimes and assaults. However, this figure also included five drug offences, and PC Crook was pleased to report that a major heroin dealer in the town had been caught with a substantial amount of heroin on him, therefore he should hopefully be facing a jail sentence.

In St. Petroc's Ward there were 42 crimes, however the most prominent was the death of Mary Fox.

PC Crook reported that the strong links between the police and the public in Bodmin proved vital in the investigation into the fire, with the eventual result of the culprits being identified and arrested. PC Crook commented that the community worked well together on the night, even driving police officers to Berryfields Estate as many officers had been attending the Bonfire event in Priory Park and did not have transport. PC Crook reported that the police spent around 70-80 hours working with the Major Crime Investigation Team, and that by working closely with many different groups of people, the investigation was able to make links between what the public were saying, seeing the three culprits on CCTV in the town and seeing them in person to ascertain that they were the suspects. The investigation was fortunate to have two Detective Chief Inspectors working on the case, and they had been more than complimentary about the links between the police and the community.

PC Crook was pleased to report that local newspaper reporters showed due respect in covering the story, however there were problems caused by agency reporters who, amongst other things, kept trying to interview pupils from Bodmin College, especially those in the Sixth Form, to obtain information. This led to a pupil unfortunately making a small comment which was turned into a big story. However, the police worked with the college and the headmaster and class tutors put a stop to the harassment by the reporters, which again shows that the links with the police are working well.

Councillor L A Spear commented that the officers working on the case did an excellent job, working so many hours that they were eventually told to take time off to get some sleep. The officers worked extremely well with the public, the church, Bodmin Town Council and the Neighbourhood Watch Scheme.

Councillor L G J Kennedy commented that he knew of a number of other

murder cases in Bodmin, but had never seen the police work with the public so much in an investigation. Councillor Kennedy felt that it worked extremely well and informed that the system of working with the police in Bodmin is recognised by the Home Office as good practice. He therefore recommended writing to the Home Office commending the work of all involved in the investigation.

Councillor P Kerridge endorsed Councillor Kennedy's comments, and further commented that the police having to deal with the newspaper reporters whilst under pressure to catch the culprits and collate the evidence to prosecute them is despicable and that something should be done about it.

The Mayor passed on the thanks of Bodmin Town Council to the police in recognition of the hard work put into this investigation, as well as for the work they do as part of their regular duties, and thanked PC Crook for attending the meeting.

PC Crook left the meeting at 6.40 p.m.

C/2009/165

Minutes of the Full Council Meeting held on 17 September 2009

Noted that, as a matter of accuracy, on pages 1, 5 and 6, Councillor Coppin's initials are 'A J' rather than 'A C'.

Subject to these amendments, the Minutes of the Full Council Meeting held on 17 September 2009 were approved and passed for signing.

Matters Arising:

Page 5 – item C/2009/143 – Minutes of Properties Committee Meeting held on 3 September 2009 – Page 9 – item PP/09/085 - Youth Matters – Councillor M J Griffiths informed that the meeting with the Community Network Manager did take place and the headmaster of Bodmin College is now involved.

Page 6 – item C/2009/146 – Minutes of Promotions Committee Meeting held on 2 September 2009 – Page 4 – item PR/2009/047 – Camel Trail – Councillor M J Griffiths reported that she had contacted David Attwell, Coast and Countryside Service Manager at Cornwall Council, regarding funding for the Camel Trail and a meeting has been arranged.

Declaration of Interest – page 6 – item C/2009/146 – Minutes of the Promotions Committee Meeting held on 2 December 2009 – Bodmin Riding and Heritage – Noted that Councillor P Kerridge declared a personal interest in this matter as his wife is a member of the Heritage Committee.

Page 7 – item C/2009/149 – Amendment to Parking Order – The DCE reported that discussions have taken place regarding complaints that the area around Machine 1 is too dark, leading to difficulty in using the machine during the winter evenings. It has therefore been decided to trim the bushes around Machine 1 to prevent shadows being cast over it.

Councillor C R Bell queried whether there would be any additional signage to the long stay car park due to a higher number of workers now using it. The Town Clerk reported that this is to be looked into, as well as a previous point raised by Councillor Bell that a female employee felt intimidated after being harassed by a 'boy racer' whilst walking to her car in the long stay car park and improved lighting might assist in this respect.

Page 8 – item C/2009/150 – CALC/NALC – Building Britain's Future – Briefing Paper from Local Associations Information Service – Councillor L G J Kennedy reported that a reply had been received from NALC which informed that the Government Departments and Police had declined to alter their policies on the 20mph limits, however they are requesting that police act appropriately when the 20mph limits are ignored.

C/2009/166

Minutes of the Planning Committee Meetings held on 7 October, 21 October, 4 November and 18 November 2009

The Minutes of the Planning Committee Meeting held on 7 October 2009 were approved and passed for signing.

Matters Arising:

Declaration of Interest – page 1 – item P/2009/225 – Public Representation Session, St. Nicholas Street – Noted that Councillor E T Denholm OBE DL declared a personal interest in this item as he is the facilitator on the street's Traffic Calming and Conservation Group.

Page 3 – item P/2009/226 – Change of use of current buildings and car park area from car sales/servicing to convenience store – The Seat Centre, Dennison Road, Bodmin – Toy Toys Ltd. - The Town Clerk commented that the large signs which have been placed on this building advertising 'Bargain Booze' undermines partnership work undertaken between the Town Council, police, representatives of Cornwall Council and other agencies to address the problems of binge drinking and alcohol related anti-social behaviour in the town. The Town Clerk reported that he has written to the Planners asking if the signage requires advertising consent as it seems to be at odds with the application for change of use to a 'convenience store'.

Councillor C R Bell queried whether the signage was illustrated on the plans submitted for the convenience store. The Town Clerk informed that it was not thought it was and that he has spoken to the licensing officer regarding this.

Councillor L G J Kennedy confirmed that he has spoken to the Head of Licensing at Cornwall Council and requested that he look into this issue and he has said that he will.

Declaration of Interest – page 3 – item P/2009/226 – Change of use of current buildings and car park area from car sales/servicing to convenience store – The Seat Centre, Dennison Road, Bodmin – Toy Toys Ltd – Noted that Councillor A J Coppin reiterated a personal interest in this item as his employer owns the property.

Declaration of Interest – page 4 – item P/2009/230 – Retrospective consent for the conversion of dwelling to 2 self contained flats – 9 Harleigh Terrace, Bodmin – Noted that the Town Clerk declared an interest in this application as he is a neighbour of the property in question.

Declaration of Interest – page 4 – item P/2009/233 – construction of garden boundary wall to enclose garden area – 19 Town End, Bodmin – Noted that Councillor R Solomons reiterated a personal interest in this application as he owns a property close to the proposed construction.

The Minutes of the Planning Committee Meeting held on 21 October 2009 were approved and passed for signing.

Matters Arising:

Page 5 – item P/2009/269 – Cat and Fiddle Public House, St. Leonards, Bodmin - The Town Clerk reported that a letter had been written to the Conservation Officer regarding the 'mural' and the smoking shelter on the front of the Cat and Fiddle Public House. In an informal conversation, the Conservation Officer advised the Town Clerk that she did not think there was anything that could be done about the signage on the building, however they would be looking into addressing the issue of the smoking shelter.

Councillor L A Spear felt that this was an example of Cornwall Council wanting to meet their targets and therefore choosing soft options to challenge rather than hard ones.

Councillor A J Coppin pointed out that the Conservation Officer used the term 'signage' which requires advertising consent and the Town Clerk informed that this aspect is due to be investigated.

Declaration of Interest – page 5 – item P/2009/269 – Cat and Fiddle Public House, St. Leonards, Bodmin – Councillor C R Bell declared a personal interest in this item as he has a working relationship with the Conservation Officer by nature of his work as a surveyor.

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

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

Matters Arising:

Declaration of Interest – page 1 – item P/2009/276 – Presentation by Mr D Burley, Director, Walker Developments (SW) Ltd – Development and associated highways works at Launceston Road – Noted that Councillors R J Solomons and A J Coppin reiterated personal interests in this item as Councillor Solomons lives at Launceston Road and Councillor Coppin is employed by West End Motors.

Page 2 – item P/2009/278 – Conversion of existing flat roof to pitched

roof at rear of property – 7 Westheath Road, Bodmin - Councillor C R Bell commented that he had looked at the plans for this application and was appalled at the standard of the drawings submitted. He felt that standards are generally not being adhered to. The Town Clerk informed that he would raise this issue with the Planning Case Officer.

Declaration of Interest – page 2 – item P/2009/278 – Conversion of existing flat roof to pitched roof at rear of property – 7 Westheath Road, Bodmin – Noted that Councillor C R Bell declared a personal interest in this item as he lives on Westheath Road.

Page 2 – item P/2009/279 – Installation of 2 No. Solar Panels on the front roof of the property to provide zero carbon domestic hot water for the domestic dwelling located above the Public House – the Garland Ox, Higher Bore Street, Bodmin – Garland Ox - The Town Clerk reported that he had today received a consultation paper from the department for Communities and Local Government in respect of Permitted Development Rights for Small-Scale Renewable and Low-Carbon Energy Technologies and Electric Vehicle Charging Infrastructure, which will be referred to a future Planning Committee Meeting. This relates to this application and the Committee's view that such renewable and low-carbon energy technologies are important for environmental sustainability.

Declaration of Interest – page 3 – item P/2009/280 – Proposed Dwelling – 3 Westheath Road, Bodmin – Noted that Councillor C R Bell declared a personal interest in this item as he lives on Westheath Road.

Page 4 – item P/2009/285 – Letter from Regional Engineer, Cornwall Council Highways Service regarding speed monitoring at St. Nicholas Street - Councillor L G J Kennedy reported that he attended the meeting of the St. Nicholas Street Traffic Calming and Conservation Group, which was a good meeting facilitated by some very impressive documentation. The equipment for monitoring speed along St. Nicholas Street has been ordered and will be placed in a location which has been agreed by local residents. It was concluded at the meeting that the residents do not favour road humps to reduce speed in the area.

Councillor Kennedy further reported that he has spoken to Mr P Allen (Regional Highway Engineer - East, Cornwall Council) regarding the use of the road by HGVs. The road is a Home Office approved route but it does seem unsuitable, therefore Councillor Kennedy confirmed he will be pursuing the matter with them again.

Councillor E T Denholm OBE DL informed that there is a national organisation called '20 is Plenty' which is well known in large towns and cities. The St. Nicholas Street Group have contacted this organisation, who have suggested that they could come down to make a presentation at a meeting. Councillor Denholm OBE DL felt that there could be a public meeting at which '20 is Plenty' could attend, with a view to making Bodmin the first town in Cornwall to adopt a 20mph limit to cover the whole town.

It was **AGREED** that Councillor Denholm OBE DL would liaise with the Town Clerk with a view to setting up a public meeting as set out above.

C/2009/167

Correspondence:

- (a) **Letter from Bodmin Old Cornwall Society requesting parking concession** – This letter had been circulated. Councillor L A Spear felt that to allow this group tickets to put in their cars so that they do not have to pay for parking may set a precedence for other organisations.

The Town Clerk suggested that Members may consider it a good idea to write to Bodmin Old Cornwall Society to recommend that their members consider car sharing, as this would be of benefit to them financially and would also be environmentally friendly.

It was felt that this was a very good suggestion and it was **AGREED** that a letter be written to Bodmin Old Cornwall Society in the above terms.

- (b) **Letter from Cornwall Fire and Rescue Service – Service Plan 2010/13 – Consultation of the Service Planning Process** – This letter had been circulated. The Town Clerk requested direction from Members as to whether they would prefer to send a corporate response or each send an individual response. Following discussion, it was **AGREED** that Members would send their own individual responses.

Noted that Councillor L G J Kennedy declared a personal interest in this item as a Member of Cornwall Council and the Cabinet Member with responsibility for the Fire and Rescue Service.

- (c) **Letter from Cornwall Blind Association – Supporting Blind and Visually Impaired People** – This letter had been circulated with the Agenda and was noted. It was **AGREED** that a standard response would be sent on behalf of Bodmin Town Council.

Noted that Councillor L G J Kennedy declared a personal and prejudicial interest in this item as his wife is involved in running Cornwall Blind Association and took no part in the discussion and voting thereon.

- (d) **The Friends of Bodmin Hospital – Agenda for AGM on 27 November 2009** – This Agenda had been circulated and was noted by Members.

- (e) **Invitation from Cornwall Branch Aden Veterans association to Dedication of Standard, 29 November 2009** – The Mayor informed that there would be a procession starting from Mount Folly at 2.30 p.m. for the service at 3.00 p.m. and that this would be a robed event due to the importance of a dedication of a first Standard for the Cornwall Branch Aden Veterans Association.

The Town Clerk took the opportunity to draw attention to the fact that there have been a number of civic/community events in the last month and that there were more planned for the coming weeks. The coverage of these events has been shared between Senior Officers to restrict the

build up of TOIL and to try to ensure a reasonable work-life balance.

C/2009/168

Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 15 October 2009

The Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 15 October 2009 were approved and passed for signing.

Matters Arising:

Page 1 – item FSPM/2009/074 – Financial Administration Update – The Town Clerk reported that he had now received a draft of the revised FRSSSE/accounting guidance which he and the RFO were preparing a consultation response to. The Town Clerk and RFO considered that the issues are primarily of interest to practitioners, and that they seem to be a retrograde step, 'dumbing down' the accounting reporting.

The Town Clerk informed that the SLCC has arranged a hurried meeting to look at this issue in London on Tuesday, 24 November, and that he and the RFO would report in detail to the next FS&PM meeting.

Page 2 – item FSPM/2009/076 – Bodmin Town Council Calendar of Meetings – January 2010 to December 2010 – The Town Clerk informed that there were two issues to address in relation to this item.

Firstly, the Estimates meeting on Thursday 7 January is listed to commence at 6.30 p.m., which would end very late at night. Therefore, it seems the meeting would need to be held during the day, and the Town Clerk sought guidance from Members as to which day would be preferred.

Although it has become traditional in previous years to hold the Estimates meeting after the Planning Committee Meeting, this would clash with the 2010 Wassail event. Holding the meeting during the day on 7 January is also problematic, therefore it was **AGREED** that the Estimates Meeting be held on Friday 8 January 2010 at 10.00 a.m.

The Town Clerk further informed that he had discussed the Calendar with the Chairman of the Policy Committee, leading to the subsequent recommendation that there is only a need to hold four Policy Committee Meetings per year. As such, Members **AGREED** that the meetings scheduled for 3 December 2009 and 8 April 2010 should be cancelled. Subject to these amendments, it was **RESOLVED** to approve the Calendar of Meetings for 2010.

Page 2 – item FSPM/2009/077 – Police Community Office – Parking Arrangements – Councillor L G J Kennedy commented that there is often a civilian car parked in the spaces reserved for the police, when his understanding had been that it should only be police cars parking there.

The Town Clerk informed that the car in question belonged to one of the police staff, and that as far as the Lease was concerned, as long as the cars

parking in the two bays were police related it did not matter if it was a civilian car. The Town Clerk further commented that the Police Community Office seems to be working well, with the only possible issue being the need for some additional signage as many people are entering the Town Council reception when looking for the Police Office.

C/2009/169

Minutes of the Cornwall Council Liaison Committee Meeting held on 20 October 2009

The Minutes of the Cornwall Council Liaison Committee Meeting held on 20 October 2009 were approved and passed for signing.

The Town Clerk made a general point that issues relating to this Committee may arise out of the meeting cycle, therefore it may be necessary to hold ad hoc meetings or to have meetings about single matters.

C/2009/170

Minutes of the Properties Committee Meeting held on 27 October 2009

The Minutes of the Properties Committee Meeting held on 27 October 2009 were approved and passed for signing.

Matters Arising:

Page 1 – item PP/2009/090 – Minutes of the Properties Meeting held on 3 September 2009 – page 3 – item PP/09/071 – CAB Debt Counselling Advice Unit – the DCE reported that the CAB are putting together a programme of works to enhance their accommodation, and there is likely to be a period of closure early in the New Year to accommodate that. The DCE informed that BTC has therefore offered the use of the Shire Hall meeting room as an interim measure to facilitate the delivery of some CAB work during this period. The CAB Manager is to inform BTC of the proposed closure dates so that the meeting room can be booked out for their use.

Noted that, as a matter of accuracy, CAB are a tenant of RTP Surveyors rather than of Councillor C R Bell himself.

Declaration of Interest – page 1 – item PP/2009/090 – Minutes of the Properties Meeting held on 3 September 2009 – page 3 – item PP/09/071 – CAB Debt Counselling Advice Unit – Noted that Councillors C R Bell, M E Dominey and L G J Kennedy reiterated personal interests in this item.

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 M J Griffiths queried whether any response had been received to the request for information regarding how much money was raised for charity by this year's event.

The Town Clerk informed that the Executive Assistant had made contact with Bodmin Town Football Club in the hope of arranging a meeting to discuss this and to begin to put in place arrangements for next year's event, but that they had been reluctant to have a meeting and were unsure whether there would be an Alstock event next year. However, a meeting will hopefully take place

early in the new year. Staff had not been able to ascertain exactly how much money had been raised for charity.

Page 2 – item PP/2009/091 – Bodmin Sk8 Park Update – the DCE advised Members that, assuming the report and recommendations by the Projects Officer was approved, there was a need for the Council to formally sanction the necessary transfers from the Youth Earmarked Reserves.

It was therefore **AGREED** to approve the transfer of £9,644.00 from the Youth Earmarked Reserves for this project.

Page 3 – item PP/2009/092 – Item Referred from Promotions Committee Meeting held on 2 September 2009 (Item PR/2009/042 refers) – to Consider the Purchase and Installation of Additional Cycle Racks – the Town Clerk informed that discussions were ongoing with regard to style of additional cycle racks, and that a further report would be taken to the next Properties Committee meeting on 7 December 2009.

Councillor C R Bell commented that it would be sensible to place the additional cycle racks between the Shire Hall and the Public Rooms to stop cars being parked there, and the Town Clerk confirmed that this had been the suggested location.

Declaration of Interest – page 4 – item PP/2009/094 – Beacon Higher Level Stewardship – Noted that Councillor L G J Kennedy reiterated a personal interest in this item as a Member of Cornwall Council and abstained from voting.

Page 5 – item PP/2009/065 – Priory Pond – it was noted that the problem regarding the swans and the possibility of moving them to enable regeneration of the pond had appeared in the local press despite the intention to take a measured approach and release this information via the Council Office nearer to the time of the swans being removed to protect them from ill-treatment by members of the public. The Mayor reiterated the need for items such as this to be handled carefully with any press releases coming from one source at an agreed and appropriate time.

Declaration of Interest – page 8 – item PP/2009/098 – Field of Hope, Priory Park – Noted that the Town Clerk reiterated an interest in this item as his wife works for Marie Curie Cancer Care. The Town Clerk also commented that the day of planting had been an exceptionally good day, which was reiterated by Councillor L A Spear who informed that many members of the public, including children, attended.

Page 9 – item PP/2009/100 – Mount Folly Market – Councillor M J Griffiths queried whether a date had been agreed for the next market. The DCE reported that he is currently liaising with Mr Walters regarding suitable dates and times.

Page 9 – item PP/2009/101 – Meeting at St. Lawrence’s Church Regarding Creation of a Small Kitchen in the Church – The Mayor

reported that he attended a meeting with the St. Lawrence's Church Trustees and it has been agreed that the issues raised by the Conservation Officer will be looked at in the new year.

Page 10 – item PP/2009/102 – Grandstand Facilities – Update on Repair of Damage Caused Due to Water Leak – (item PP/09/084 – 3 September 2009 refers) – The Town Clerk double checked that this was the course of action that the Council felt was most appropriate. Following discussion, it was **AGREED** to proceed as set out in the Committee Minutes.

Page 12 – item PP/2009/107 – Berryfields Community Health and Wellbeing Project – the DCE informed Members that following BTC's letter to the Children's Centre Development Manager, notification has been received that creating a Berryfields Health and Wellbeing Steering Group will not now be possible.

C/2009/171

Item referred from Properties Committee Meeting held on 27 October 2009 (Item PP/2009/093 refers) – to appoint Members to serve on a Working Party to assist the Museum Committee with developing funding bids associated with the potential relocation to the Public Rooms

Following discussion, it was **AGREED** to appoint Councillors C R Bell, A J Coppin and L A Spear to serve on the Working Party, with Councillor R J Micek acting as a reserve.

C/2009/172

Minutes of the Policy Committee Meeting held on 29 October 2009

The Minutes of the Policy Committee Meeting held on 29 October 2009 were approved and passed for signing.

C/2009/173

Minutes of the Promotions Committee Meeting held on 4 November 2009

The Minutes of the Promotions Committee Meeting held on 4 November 2009 were approved and passed for signing.

Matters Arising:

Page 4 – item PR/2009/057 – Website Development and Usage – The Town Clerk informed that a meeting of the Working Party had been arranged to take place on Monday 14 December 2009 at 10.00 a.m.

Page 4 – item PR/2009/058 – St. Piran's Day Event 2010 – The DCE drew attention to the fact that a meeting regarding this event had been arranged to take place on Monday 30 November 2009 at 6.30 p.m. and that all Members were welcome to attend.

C/2009/174

Notice from Cornwall Council – Appointment of Parish and Town Council Representatives to Cornwall Council's Standards Committee

The Notice, background information, person specification and application

form had been circulated. The Town Clerk advised that any candidate wishing to apply to be a representative did not need the endorsement of Bodmin Town Council, and could apply direct to Cornwall Council.

Councillor E T Denholm OBE DL commented that, having served on the North Cornwall Standards Board, he would highly recommend others to apply for the position.

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

C/2009/175

Freedom to Lead: Developing a New Accountability Framework – Paper from Local Government Association and Policy Consultation from NALC

The Town Clerk informed that these papers had been circulated as they are quite important in respect of Local Area Agreements and Total Place Pilots.

The Town Clerk recommended that any response should press for the inclusion of local (town and parish) council representation on Local Area Agreement and Total Place boards due to the importance of localism. In areas where there has been a move to unitary authorities the boards overseeing these matters could appear remote and local councils provided invaluable local knowledge. Such local information is vital if localism was to work and it is important that local councils, particularly the larger town councils, are involved if these initiatives are going to be successful.

Following discussion, it was **AGREED** that the Town Clerk should respond to NALC as set out above.

C/2009/176

Schedule of Monthly Accounts – November 2009

The Schedule of Monthly Accounts for November 2009 was approved and passed for signing from cheque no. 117540 to cheque no. 117631 in the sum of £157,664.28

Councillor L A Spear commented that there were two payments for the agency caretaker included on the Schedule, and queried whether it was still cheaper to use the agency rather than recruit a permanent caretaker.

The Town Clerk informed that at present it is still cheaper to use the agency. It had been hoped that upon the completion of the PCSC Building a post would have been created to cover caretaking duties but which would have had a significantly different job description. However, as this project has been put on hold, a permanent caretaker will now be sought, and the Town Clerk reported that staff are in the process of finalising the job description. It will then need to be put through the JEQ process, and he will then, in the new year, approach the Finance, Staffing and Performance Management Committee with a view to advertising for a permanent Caretaker.

The RFO advised Members that it was likely that this position would entail a

higher rate of pay than the current agency caretaker.

C/2009/177

Questions to the Mayor

Councillor E T Denholm OBE DL queried whether it would be possible for Councillors to use the Council's copy of Microsoft Word 2007 on their computers at home to resolve the problem of opening e-mail attachments saved in this format.

The RFO responded that this would be contrary to the licensing agreement as it was only purchased for use by the staff. Allowing this could also be raised as a Councillors' expense/benefit issue, therefore it cannot be given out to Councillors. The RFO reiterated that there was a 'patch' sent out to Members which enables Word 2007 documents to be opened on computers which still use Word 97-2003.

It was noted, as a point of order, that this discussion did not comply with the procedure for Questions to the Mayor, therefore Councillor L G J Kennedy asked the Mayor whether he would instruct Council staff to reissue the e-mail containing the 'patch' to Council Members. The Mayor responded in the affirmative.

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