

MINUTES of the Meeting of **Bodmin Town Council** held on Thursday 18 March 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, M E Dominey, M J Griffiths, F M Hancock, P Kerridge, R Solomons, L A Spear, K W Stubbs (arrived for item C/2010/024 onwards) 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: The Mayor commented that it was very nice to welcome back Councillor Hancock after a long period of recovery from his fall.

The Mayor further informed that, on the previous weekend, he had had the pleasure of visiting the Transport Squadron of the Territorial Army at RAF St. Mawgan. He had been greeted at the gates and had enjoyed a very interesting morning in which he had been briefed about a simulated exercise in Afghanistan. The Mayor commented that he was extremely grateful to the Squadron's Major for the invite to such an enjoyable day.

Apologies had been received from Councillors A Duffin and L G J Kennedy.

C/2010/023 **Presentation by Tracie North and Paul Turner regarding Athelstan House**

The Mayor was pleased to welcome Tracie North and Paul Turner from Cornwall Care, who wished to make a presentation to the Council regarding Cornwall Care's management of Athelstan House.

Cornwall Care was established in 1995 to provide a care service independent of the Local Authority. Its vision is to provide very high quality care for the residents of its homes through working in partnership with residents' family members and with statutory organisations such as the NHS Primary Care Trust and the Community Mental Health Team. Tracie North informed that all of the services within Cornwall Care have been registered as 'good', only missing out on being rated as 'excellent' due to the condition of the buildings. Paul Turner further informed that there is a rolling programme of redevelopment works to Cornwall Care's homes, and Athelstan House is included on that programme.

Paul Turner advised that Cornwall Care is a not-for-profit charity with an extremely tight budget. Tracie North informed that 2009 had been a difficult year for Athelstan House due to the withdrawal of funding from Cornwall County Council in 2008, and the reduction in occupancy at the home which has dropped to around 80-82%. Changes need to be made at Athelstan House to enable it to continue into the future, and over the next few months more nursing rooms will be introduced into the home. In the future, it is hoped that Athelstan House will be a base for peripatetic nursing which can become more community based, leading to a blurring between health and social care.

Tracie North gave reassurances about the Day Care service which had been integrated into the main body of the building, which had proved to be a good method of delivery of this important service in other towns.

Councillor M E Dominey commented that the presentation had addressed the possibility of moving to a new building in the future, however with the changing profile of the home's current residents there would be a need to amend the existing building. Tracie North informed that there would be changes taking place internally at Athelstan House due to the requirements regarding the size of nursing rooms and also upgrading of the communal areas.

Councillor Dominey further queried the arrangements for the residents of Athelstan House whilst this work was being undertaken, and Tracie North was able to advise that as there are vacancies at the home at present they would be able to accommodate them. There will not be any increases in funding simply arising from the provision of nursing into Athelstan House as each resident is assessed individually and their care is tailored to their own needs, therefore the fee charged relates to their required needs.

Following the conclusion of their presentation, Tracie North and Paul Turner were thanked for providing so much information regarding Athelstan House and the issues it faces into the future, and they left the meeting at 6.23 p.m.

C/2010/024

Public Representation Session

Presentation by Bodmin College Students regarding Global Young Leaders Conference taking place in the USA, Summer 2010 – Councillor E T Denholm OBE DL declared a personal interest in this presentation as the principle speaker is a neighbour of his.

Bodmin College students Rory Galloway, Bronwyn Gibbons, Patrick Hignell and Daniel Woodfield gave a presentation regarding their opportunity to attend the Global Youth Leaders Conference (GYLC) in summer 2010.

The GYLC aims to educate students about the way the UN works and what it takes to become a leader of a country, and give the opportunity to exchange ideas with some of the world's top business leaders, policy officials, lobbyists, journalists, diplomats and academics. The students informed that the Conference primarily takes place in Washington DC and New York City, and gives the opportunity to visit different embassies to discover how they work as well as the Lincoln Memorial, Vietnam Memorial and the Holocaust Memorial Museum. The students hope that the experience will give an insight into other cultures, further their understanding of UN politics and assist with their university applications.

Councillor M J Griffiths enquired as to how much the students had been able to raise towards the trip. Patrick Hignell informed that they had written to 25 organisations but unfortunately all responses received so far had been negative. Rory Galloway had raised £600 from his summer job last year, and the students are planning to hold a car boot sale at Easter and many other events such as musical evenings, a quiz and a fancy dress day to raise money.

Councillor E T Denholm OBE DL suggested that any investment in youth such as this could be brought under Bodmin Relief in Need to raise funds. The Town Clerk commented that he was unsure this trip would meet the criteria but that he could try. The Town Clerk felt that it was nice to see young people representing Bodmin

as these students are.

The Mayor thanked the students for attending the meeting and providing an informative presentation, and the students agreed that they would come back and present to the Council regarding the experience of the trip if they managed to raise the funds.

The Students left the meeting at 6.35 p.m.

Police Report – there were no Police Officers available to attend the meeting, however a copy of the Bodmin Policing Team Monthly Update (February 2010) was circulated to Members at the start of the meeting (copy attached for information). Councillor L A Spear commented that it was nice to listen to the news and hear that Devon and Cornwall Police are performing well compared to the rest of the country.

Cornwall Councillor A. Kerridge was present but did not wish to speak.

C/2010/025 **Minutes of the Full Council Meeting held on 21 January 2010**

The Minutes of the Full Council Meeting held on 21 January 2010 were approved and passed for signing.

Matters Arising:

Page 7 – item C/2010/013 – Questions to the Mayor – the Town Clerk advised that he had spoken in broad principles to the Chairman of the Chamber of Commerce and Industry regarding potential sponsorship and would write to the Chamber of Commerce in due course when the flowerbeds are looking more presentable.

C/2010/026 **Minutes of the Planning Committee Meetings held on 3 February and 17 February 2010, and 3 March and 17 March 2010**

The Minutes of the Planning Committee Meeting held on 3 February 2010 were approved and passed for signing.

The Minutes of the Planning Committee Meeting held on 17 February 2010 were approved and passed for signing.

Declaration of Interest – page 1 – item P/2010/024-2010/00050 – Construction of domestic garage – Brims Park, Old Callywith Road, Bodmin – Mr & Mrs P Brown – Noted that Councillor M Denholm reiterated a personal interest in this item as she is an acquaintance of Mr Brown.

Declaration of Interest – page 1 – item P/2010/025-2010/00093 – Change of use from B8 Storage and Distribution to B2 General Industrial for use as a MOT testing bay – 27 Town End, St. Leonards, Bodmin – Justin Robertson Limited – Noted that Councillor R Solomons reiterated a personal interest in this item as he owns a property nearby.

Matters Arising:

Page 2 – item P/2010/027 – Cornwall Annual Minerals & Waste Monitoring

Report – the Town Clerk advised that, as requested, a table containing year-on-year comparisons was attached to these Minutes.

The Minutes of the Planning Committee Meeting held on 3 March 2010 were approved and passed for signing.

The Minutes of the Planning Committee Meeting held on 17 March 2010 were approved and passed for signing.

Declaration of Interest – page 1 – item P/2010/048 – Planning Application P/2010/00093 – Change of use from B8 Storage and Distribution to B2 General Industrial for use as a MOT testing bay – 27 Town End, St. Leonards, Bodmin – Justin Robertson Limited – Town Clerk to report – Noted that Councillor A J Coppin reiterated a personal interest in this item as he lives near to the premises in question and Councillor R Solomons reiterated a personal interest as he owns property nearby.

Matters Arising:

Page 1/2/3 – item P/2010/048 – Planning Application P/2010/00093 – Change of use from B8 Storage and Distribution to B2 General Industrial for use as a MOT testing bay – 27 Town End, St. Leonards, Bodmin – Justin Robertson Limited – Town Clerk to report – the Town Clerk informed that he had briefly spoken to Cornwall Councillor A. Kerridge regarding this matter, but would formally write to her tomorrow – Friday, 19 March 2010.

C/2010/027

To note the Resignation of Councillor A Duffin from the Planning Committee, and to Appoint a Council Member to fill the Resulting Vacancy

The Town Clerk reiterated that Councillor A Duffin has informed that, due to her illness, she currently finds morning meetings difficult to attend, and as such has resigned from the Planning Committee. There is therefore the need to fill the resulting vacancy on the Committee.

Councillor E T Denholm OBE DL commented that Councillor K W Stubbs attends nearly every Planning Committee Meeting despite not being a Member of that Committee, and as such he would propose that Councillor Stubbs is elected to fill the vacancy.

Following discussion, it was **AGREED** that Councillor Stubbs be elected onto the Planning Committee.

C/2010/028

Correspondence:

(a) Letter from Housing Enforcement Officer, Cornwall Council, regarding tackling long term empty properties – request for information on local empty properties – this letter had been circulated with the Agenda. The Mayor proposed that if Members had any information regarding empty properties they should inform the Town Clerk or DCE who would refer it to the Housing Enforcement Officer at Cornwall Council.

(b) Letter from CAB Cornwall (Finance Office) enclosing Annual Report and Accounts for year 2008/2009 – request for contribution towards costs of

CAB Cornwall – this letter had been circulated with the Agenda.

The Town Clerk commented that Members may not feel that, with the current economic climate and budgetary constraints, the Council could give a cash contribution. However, it is important to note that BTC does contribute to the CAB in kind by providing free use of rooms at the Shire Hall and the use of rooms in the Shire House at reduced rates.

Councillor L A Spear queried whether there had been a monetary value awarded to the assistance that BTC gives to the CAB, and suggested that they could use it for match funding if there was. The Town Clerk confirmed that the Accounts Assistant, Mrs Aldridge, could be asked to do that, and the information could then be included in the annual report.

Following discussion, the CAB Cornwall Annual Report and Accounts for 2008/09 were noted and it was **AGREED** to respond informing that due to the current economic climate BTC was unable to make a monetary contribution at the current time, but did provide accommodation to the Bodmin CAB which equated to a significant contribution.

Noted that Councillor M E Dominey declared a personal interest in this item as a volunteer at the CAB.

- (c) **Letter from Cornwall Association for Deaf and Hard of Hearing People – request for individuals to serve as Trustees** – this letter had been circulated with the Agenda and was noted.
- (d) **Letter of invitation to the Bodmin Team Ministry Quiz Evening, Friday 23 April 2010** – this letter had been circulated with the Agenda and was noted.
- (e) **Bodmin French Twinning Association – letter of thanks** – the Mayor informed that a nice letter had been received from the Bodmin French Twinning Association thanking BTC Members and staff for the support provided during their 30th anniversary year.
- (f) **Letter from Bodmin College Students – request for funding to attend Global Young Leaders Conference in the USA, Summer 2010, together with supporting letters from the Head of Sixth Form and Acting Headteacher at Bodmin College** – this letter had been circulated with the Agenda, and Members had received a very informative presentation from the students involved at the start of this meeting (item C/2010/024 refers).

The Town Clerk advised that if the Council were to make a donation towards the cost of the trip, it would have to be under a Section 137 payment and would have to be made to the College rather than to each individual student.

Councillor L A Spear commented that she would be happy to provide items for the students to sell at the car boot sale that it had been suggested they may be attending, and commented that if other Members also provided items they could raise quite a lot of money.

Councillor R Solomons suggested that it might be beneficial for the students to prepare a sponsorship form which could be placed in the front office for individuals to contribute if they wish. Councillor Solomons informed that if that were to happen he would be happy to make a donation.

The Mayor summarised that support could be given to the students in a number of ways, including the suggestions from Councillor Spear and Councillor Solomons above, and that if Members had any other suggestions they should inform the Town Clerk who could pass them on to the students with the ideas mentioned above.

C/2010/029 **Minutes of the Properties Committee Meeting held on 28 January 2010**

The Minutes of the Properties Committee Meeting held on 28 January 2010 were approved and passed for signing.

Matters Arising:

Page 1/2 – item PP/2010/003 – Beacon Local Nature Reserve – (b) Beacon Higher Level Stewardship – the DCE advised that he was currently trying to arrange a Special Committee meeting with David Attwell regarding the Special Project element of the Higher Level Stewardship.

Page 5 – item PP/2010/006 – Additional Fencing at the Sk8 Park – the DCE informed that the existing lighting column has now been refurbished and is fully operational, and the Projects Team and the Foreman are now working together to programme in the second lighting column and youth shelter installation work within the next week.

It had been hoped to have commenced installation of the Youth Shelter this week, however there were problems during the fabrication process with the roof section which resulted in a bad paint reaction. In light of this, the company have delayed delivery to ensure that a good quality product is received.

The DCE further informed that the Projects Assistant is keeping Nina Thomas, Youth Worker, informed as matters progress, and there will be a report taken to the next Properties Committee on 25 March regarding the installation of the fencing.

Page 7 – item PP/2010/009 – May Fair – To Arrange a Date for a Round Table Meeting to Discuss Community Safety – the Town Clerk informed that there had been a very useful meeting with Inspector Marshall and representatives from Anderton & Rowlands. The Town Clerk advised that he will be writing to Anderton & Rowlands with the conditions agreed, and it seems that the May Fair will proceed with the caveats in place to ensure community safety.

C/2010/030 **Minutes of the Cornwall Council Liaison Committee Meeting held on 4 February 2010**

The Minutes of the Cornwall Council Liaison Committee Meeting held on 4 February 2010 were approved and passed for signing.

Matters Arising:

Page 1/2/3 – item CCL/2010/03 – Report on the Bodmin Community Network Meeting held on Monday 18 January 2010 – the Town Clerk drew Members' attention to the draft paper, Bodmin Community Network: Priorities and Key Operational Issues, which had been attached to the back of the Minutes, and requested that Members inform either himself, the DCE or Councillor R Solomons if they felt that there were any other tasks which should be included in the document.

Page 3 – item CCL/2010/04 – Report on the Larger Town Councils Liaison Group Meetings held on 3 November 2009 and 28 January 2010 – Chairman to report – Councillor Solomons informed that, with reference to the Support for Local Councils, the report that had been referred to had been released. It was a long report and Councillor Solomons commented that he did have some concerns regarding some points of it, and therefore would bring a report to the next meeting.

Page 6 – item CCL/2010/05 – Media Bus and Engagement with 19-25 year olds not in Employment, Training or Education – the Town Clerk reported that he had received an e-mail from Martin Eddy (Community Network Manager, Cornwall Council) thanking Bodmin Town Council for allowing the Media Bus to park in Priory Car Park. Mr Eddy informed that it was hoped that a film made by the young people using the Media Bus would be shown at the start of the next Community Networks meeting if ready.

Page 7 – item CCL/2010/06 – Cornwall in Bloom Event – to agree representation from Bodmin Town Council at this event – the DCE advised that he attended this event, and would be bringing a comprehensive report to the Properties Committee meeting on 25 March 2010.

The DCE informed that Cornwall in Bloom is being run as a pilot this year and will be a countywide competition, which is being seen as a catalyst for wider involvement in South West or Britain in Bloom. It is an initiative which has been developed between Truro City Council and Cornwall Council. Cornwall in Bloom is being offered to new entrants with current South West in Bloom entrants being excluded from eligibility. However, they will be used as critical friends for new entrants.

It is hoped that the competition can be established as an annual event, therefore this could provide a very timely and real opportunity for Bodmin to get some constructive feedback and mentoring on its parks, gardens and flowerbeds. It will provide an opportunity to share best practice with more successful towns and to gauge Bodmin's current level of performance and to obtain recommendations for improvement.

The information regarding the event is in its draft form at present, but suggests that the anticipated entry closing date will be 28 May 2010, with judging taking place within the first five days of August 2010. A formal presentation / awards event will then be held in September, probably at County Hall. It is hoped that more information will be released within the next few weeks or months.

C/2010/031

Minutes of the Policy Committee Meeting held on 11 February 2010

The Minutes of the Policy Committee Meeting held on 11 February 2010 were approved and passed for signing.

Matters Arising:

Page 1 – item POL/2010/003 – Code of Conduct for Councillors – the Town Clerk informed that, since the Policy Committee meeting on 11 February, he had been advised by the SLCC that the Code of Conduct will not be amended prior to the general election. The Department for Communities and Local Government have notified the Standards Board for England that the Government is concentrating on financial instruments, and therefore there will not be any parliamentary time available to amend the Code.

C/2010/032

Minutes of the Promotions Committee Meeting held on 17 February 2010

The Minutes of the Promotions Committee Meeting were approved and passed for signing.

Matters Arising:

Page 1/2 - item PR/2010/004 – Bodmin Riding & Heritage Committee – Update on 2010 Event and Report on Initial Meeting of Mid-Cornwall Partnership Group held on 26 January 2010 – the Town Clerk commented that there were still concerns regarding the number of stewards for this event, and whether enough people had volunteered as stewards in order for it to pass smoothly. Therefore, he requested that if any Members could help on the day it would be much appreciated.

The DCE advised that an additional element for the Riding Sunday is the potential Cornish Wrestling event on the Beacon LNR, using the existing Wrestling Ring. This possible event arose from a presentation that the Wrestlers gave to the Beacon Management Advisory Group at their meeting in December.

However, the DCE informed that as the possible event will be on the Beacon field, there is a licensing implication given the regulated nature of Wrestling. Given the potential visitor numbers that such an event could attract, there is at the very least a Temporary Event Notice needed or, more likely, a Premises Licence. As the Beacon field is owned and managed by Bodmin Town Council, the application would need to be made by BTC, but it is assumed that the Council's involvement should be limited to this work only.

Councillor M J Griffiths expressed concern regarding the amount of officer work involved in organising a Cornish Wrestling event, and felt that it may spiral to include organising other aspects of the event. Councillor P Kerridge felt that as Cornish Wrestling is such a specialist sport, the responsibility for putting on an event should not be taken on by officers.

Councillor L A Spear felt that to hold a Cornish Wrestling event on the Beacon field on Riding Sunday would limit the number of people attending as many will be attending the events within the town centre and may not make the effort to walk up to the Beacon LNR. Therefore, Councillor Spear suggested that it may be better to hold a Cornish Wrestling demonstration in the town on Riding Sunday to inform that

this activity will be being held in future at the Wrestling Ring on the Beacon LNR. However, it was noted that the Cornish Wrestling Association had hoped to make use of the historic Wrestling Ring.

Following discussion, the Mayor proposed that he and the Chairman of the Promotions Committee would monitor the progress of the possibility of holding a Cornish Wrestling Event as part of the Heritage celebrations, and that it should be made clear to the Cornish Wrestling Association that if they wish the event to proceed they should provide BTC officers with the requested information and paperwork by a given date. Failure to provide that information by that date would then result in the Council withdrawing its assistance in completing the licence application. This was **AGREED** by Members.

Page 6 – item PR/2010/009 – St. Piran’s Day Event 2010 – the DCE advised that the Council had received notice from Andrew Hawke that he was resigning as Chairman of the Bodmin St. Piran’s Committee. Within that notice, Mr Hawke thanked the Council for its support with the event over the years and wished everyone at BTC all the best for the future. Mr Hawke further advised that the St. Piran’s Committee has been strengthened with new members – Dan Rogerson MP, Rev Canon Graham Minors and Kevin Marshall (Bodmin Lions).

The DCE commented that Mr Hawke’s resignation was not a big surprise to officers, and felt that the future of the St. Piran’s Day Event in Bodmin is quite uncertain at present.

C/2010/033

Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 18 February 2010

The Minutes of the Finance, Staffing and Performance Management Committee Meeting held on 18 February 2010 were approved and passed for signing.

Matters Arising:

Page 3 – item FSPM/2010/013 – Internal Audit Report 2009/2010 – the Town Clerk was pleased to report that with regard to the reviews of the Risk Register the Accounts Assistant, Claire Aldridge, has returned from Maternity Leave and is already moving forward with work on the Risk Register, which can only help improve the Internal Audit Report.

Page 5 – item FSPM/2010/019 – Audit Commission – Amendment to Published Scale of Fees – Letter from Managing Director, Audit Policy and Practice – the Town Clerk reported that speaking in the House of Lords Grand Committee on 2 March 2010 regarding the Code of Audit Practice 2010 for Local Government Bodies, the Parliamentary Under Secretary at the Department for Communities and Local Government, Lord McKenzie, announced that the Audit Commission were in discussions with CLG about raising the threshold for limited assurance audits for smaller bodies, including local councils. The proposal was to raise the threshold from £1 million to £6.5 million to reduce the cost and burden of a full code audit for local councils spending over £1 million each year, and would bring local councils in line with businesses.

This information was noted by Members.

C/2010/034

Bodmin Chamber of Commerce and Industry

The Deputy Mayor informed Members that the Bodmin Chamber of Commerce and Industry AGM was held last month. As a result of that meeting, the Chairman, Mr C. Wilkes, has expressed a desire to attend a future Full Council or FS&PM meeting in order to discuss what he feels is a development opportunity for the Beacon Technology Park.

The Deputy Mayor gave a brief overview of Mr Wilkes' proposal from an e-mail she had received from him setting out his suggestions.

Mr Wilkes commented on the current concern regarding the future of the Higher Trenant site in Wadebridge and the possibility of relocating some or all of the service provision to Bodmin. Mr Wilkes proposes that the current Cornwall Council site at Barn Lane would be a good location for a mixed / affordable housing scheme, and those services from Barn Lane and from the Higher Trenant Road site together with others from in and around Wadebridge and Bodmin could make use of one new purpose built building or complex. Mr Wilkes suggests that the Beacon Technology Park would be an ideal location for such a complex, and in turn would commence the development of the site.

The Deputy Mayor advised that the Bodmin Chamber of Commerce and Industry are looking for support to this proposal, and suggested that it may be best if Mr Wilkes attends a future meeting to discuss the idea.

Due to the forthcoming Mayor Choosing Council Meeting followed by the Adjourned Annual Council Meeting, Councillor E T Denholm OBE DL proposed that Mr Wilkes be invited to attend a future FS&PM Committee meeting, which would be open for all Members to attend.

It was **AGREED** that the Town Clerk would liaise with Mr Wilkes and inform him of the date of the next FS&PM Committee meeting. If he was unable to attend it would be suggested that he attend the next Cornwall Council Liaison Committee meeting. The Mayor proposed that if Members had any comments regarding Mr Wilkes' suggestions they should pass them to the Deputy Mayor.

Noted that Councillor C R Bell declared a personal interest in this item as a member of the Bodmin Chamber of Commerce and Industry.

C/2010/035

Replacement of the Bodmin Town Museum Display Lighting

A copy of the RFO's report had been circulated with the Agenda. The RFO talked through the report, explaining that three quotes had been received for the replacement of the old tracking system with fluorescent tubing in rooms 2 and 3, as had been carried out in the reception area previously.

Councillor C R Bell queried whether this would be the most appropriate form of lighting in the museum due to concerns that it may damage the museum items.

Following discussion, it was **AGREED** to adopt the recommendation within the

RFO's report that BTC formally accepts the quote from Waldon Electrical Ltd for the replacement lighting tracking in Museum rooms 2 and 3 with the money coming from the Museum's Reserves. However, this is subject to clarification by the Town Clerk that the replacement of the lighting had been discussed in depth with the Museum Development Officer and that Councillor Bell's concerns had been taken into account.

C/2010/036 **Dining Room Carpet**

A copy of the report on the replacement of the Dining Room carpet had been circulated with the Agenda. The RFO explained that to take advantage of the discount on the carpet from Carpet Right, it would need to be purchased by internal borrowing from the Reserves which would need to be replaced in the next financial year.

Councillor L A Spear commented that she and the Facilities Administrator had sought to save as much money as possible when obtaining quotations for the new carpet.

Following discussion, it was **AGREED** to adopt the recommendation within the report (copy attached for information). Councillor E T Denholm OBE DL (Chairman of FS&PM) and the Town Clerk conveyed their thanks to Councillor Spear for her hard work in sourcing such a reasonably priced product.

C/2010/037 **Priory Car Park and St. Petroc's Close Patching Quotations**

A copy of the Projects Assistant's report had been circulated with the Agenda.

The DCE talked through the report, pointing out that it would save costs to do all of the patching work in 'one hit', however this would not be appropriate or achievable in a much-used car park. Of the three quotes obtained, the quote received from H. Cooper was found to be the cheapest, and it is reassuring to know that he has carried out work for the Council in the past which the Council has been pleased with.

Councillor M E Dominey noted that the quotes received do not cover the replacement of the white lines for the parking bays if they were lost during the patching work, and queried what officers' thoughts were on this matter. The Town Clerk informed that the replacement of the white lines would be carried out in house, at a significant saving to the Council.

Following discussion, it was **AGREED** to adopt the recommendations within the Projects Assistant's report (copy attached for information).

C/2010/038 **To Consider Nomination for Mayor Elect 2010/11**

It was proposed by Councillor E T Denholm OBE DL, seconded by Councillor M E Dominey, and **AGREED** that Councillor M Denholm be nominated as Mayor Elect for 2010/11.

C/2010/039 **To Consider Nomination for Deputy Mayor Elect 2010/11**

It was proposed by Councillor L A Spear, seconded by Councillor P Kerridge, and **AGREED** that Councillor R Solomons be nominated as Deputy Mayor Elect for 2010/11.

C/2010/040 **Cornwall Association of Local Councils Annual Conference – Saturday 20 February 2010 – Councillor R Solomons, Councillor L G J Kennedy and the Town Clerk to report – to include report on the Revised Constitution of CALC and Annual Budget and Fee Structure 2010/11**

The Town Clerk reported that this had been a very useful conference, which had shown the vibrancy of the most local tier of local government. It had been made clear that CALC would like to work with Cornwall Council to add value for services for the local community.

Councillor E T Denholm OBE DL commented that under the Proposals for the New Structure within the Revised Constitution, there were many seats which would need to be filled, and queried who would be electing the representatives to fill those seats. Councillor R Solomons' understanding was that they would be elected by Members of CALC.

Councillor Solomons further commented that he had queried at the meeting whether, within the three different areas of CALC, there should be half the seats filled by representatives from larger local councils and half from smaller local councils. However, this was not agreed to as it was considered that representatives should be elected on their ability, with the best 12 people chosen regardless of the size of the Council that they represent.

The Town Clerk repeated that it had been an exceptional conference, and it was **AGREED** that the Town Clerk should formally write to Sarah Mason (County Executive Officer) and the Members of the Executive Committee to thank them for all of the work they have done for the sector during the transition to a Unitary Council.

Councillor Solomons then took the opportunity to report on a new initiative being explored by Cornwall Council called Safe Places, and a copy of some information regarding this scheme from Cornwall Council's website was circulated to Members (copy attached for information).

Safe Places is a scheme designed to help people with learning disabilities to deal with any incident that may occur when they are out in the community, as unfortunately they still encounter a lot of abuse from some members of the public. The scheme would involve a member of staff attending a training session on how to help such individuals, and then a specific sign would be displayed in the office window to enable individuals with learning difficulties to identify that a member of staff within that organisation can help them.

Councillor Solomons felt that BTC could be a part of the Safe Places scheme, and therefore proposed that a member of the office staff could attend the next training day which is due to be held in St. Austell in April, and then report back on whether it

would be worthwhile to join.

Following discussion, it was **AGREED** that BTC would support the Safe Places scheme, and that if the Executive Assistant was available she would attend the training day in April as well as a member of staff from the VIC.

C/2010/041 **Minutes of Meeting of the North Cornwall Committee of Cornwall Association of Local Councils held on 21 October 2009**

A copy of the Minutes of the North Cornwall Committee of Cornwall Association of Local Councils had been circulated with the Agenda and was noted.

Councillor R Solomons informed that he had only attended two of these meetings, however he felt that it seems to simply be fragmenting CALC and there is no real need to attend the meetings. Therefore, Councillor Solomons informed that he would be resigning from North Cornwall Committee of CALC.

The Town Clerk advised that he would liaise with the current Chairman of the North Cornwall Committee of CALC and request that any points he felt that BTC could have an input on he should refer them to the Town Clerk who would then take them to the relevant BTC Committee Meeting.

C/2010/042 **Notes of Partners and Community Together (PACT) Meeting held on 5 February 2010**

These notes had been circulated with the Agenda and were noted.

C/2010/043 **Car Park Charges Consultation – Letter and Questionnaire from Cornwall Council regarding their operation of car parks in the future and charging levels set**

A copy of the consultation letter and questionnaire had been circulated with the Agenda.

Councillor R Solomons felt that the Council could simply send a short list setting out how BTC's car parks are managed and the charging rates, and there would be no need to fill in an entire questionnaire.

Councillor E T Denholm OBE DL commented that there was only a need to fill in Section 2 of the questionnaire if the Council were to send a response.

Following discussion, it was **AGREED** that the Town Clerk would respond on behalf of BTC by filling in sections 1 and 2 of the consultation questionnaire, and the Mayor proposed that if Members felt that they wanted to include more information they could send their own individual responses.

C/2010/044 **Report on the Meeting of the Chairmen of Standing Committees held on 4 March 2010**

A copy of the Report on the Meeting of the Chairmen of Standing Committees had been circulated with the Agenda (copy attached for information).

The Town Clerk informed that Julie Griffin (ECCVS) had agreed that the short timescale in which to apply for feasibility funding was problematic and suggested that ECCVS and the Council take a slower approach to the project, working towards a Community Builders application for a feasibility study in the next financial year when both organisations could commit more staffing resources. Councillor R Solomons queried whether the funding would still be available if the Council decided to take this approach, and the Town Clerk was able to advise that Julie Griffin had spoken to a representative of BASSAC who had informed that there would be some money still available to undertake a feasibility study, however the amount available would not be known until a later date.

Councillor L A Spear commented that it would be better to take a slow time approach to the project and ensure that it is carried out correctly rather than rush to apply within a short space of time and encounter mistakes and errors.

This information was noted by Members.

C/2010/045 **Schedule of Monthly Accounts – March 2010**

The Schedule of Monthly Accounts for March 2010 was approved and passed for signing from cheque no. 117853 to 117926 in the sum of £70,265.11.

Councillor E T Denholm OBE DL advised that he had heard from the RFO that the Internal Auditor had suggested that there should be a wider category of signatories, therefore Councillor Denholm OBE DL suggested that the Chairman or the Vice-Chairman of the FS&PM Committee should be one signatory, and the other signature should be provided by any other Member.

Councillor C R Bell noted that there was two days of chainsaw hire included on the Schedule, and queried whether it would be more cost effective for the Council to buy its own. The RFO was able to inform that the Council does have its own chainsaw, however the two days' hire on the Schedule was of a specialised type of chainsaw for a particular task. This type of chainsaw would be very expensive to buy, however she would ask the Foreman to examine various options.

C/2010/046 **Questions to the Mayor**

There were no questions to the Mayor.

Cornwall Councillor A. Kerridge left the meeting at 7.40 p.m.

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