

**MINUTES** of the Community Services Committee Meeting held on Thursday 15<sup>th</sup> April 2021 at 6:30 via Zoom Conference call.

**Present:** Chairman, Councillor D A Henderson; together with Councillors J Gibbs, Peter Skea, T M Barbery, P Brown (arrived 19:31), J Hutchens (arrived 18:51), J P Cooper, K J Phillips, J Bassett (arrived 18:47), E Ahearn, P Cooper

**IN ATTENDANCE:** Mr Peter Martin (Town Clerk), Mr D Bidgway (Executive Assistant) and Mrs N Davis (Senior Administration Assistant), Amanda Bright (Community Services Officer)

Meeting commenced at 18:32

TC read out a notice NALC LO1-19 code of practise relating to Local Authority publicity. You can read the notice by clicking this link: [Microsoft Word - L01-21 Code of Recommended Practice on Local Authority Publicity \(England\).docx \(lalc.co.uk\)](#)

The link to the Local Government Association short guide to publicity during pre-election period is: [A short guide to publicity during the pre-election period | Local Government Association](#)

This states clearly what is permissible:

- continue to discharge normal council business (including budget consultations or determining planning applications, even if they are controversial)

If councillors are unsure about compliance whilst conducting their business in this period, the Town Clerk can advise.

During this period it was deemed acceptable within the guidance that councillor KP can contact the people who had expressed an interest in supporting / volunteering their time to assist the Tour of Britain and get them to email [events@bodmin.gov.uk](mailto:events@bodmin.gov.uk) restating their interest and capacity to support this event.

Amanda Bright, the new Community Services Officer was introduced and welcomed to the team.

<b>ITEM 1</b> CS/2021/057	<b>(a) Mayor/Chairperson's announcements</b> The Chair, having been contacted by Cllr Barbery, proposed that BTC plant a tree be planted in memory of Prince Philip, the Duke of Edinburgh, who passed away on 9 <sup>th</sup> April 2021.  It was <b>RESOLVED to AGREE</b> to delegate authority to the EM to organise this.  A minute's silence was observed to mark the passing of HRH Prince Philip.		<b>EM</b>	
Chairman signature				
Date 17.6.21				
Matters of accuracy	Minute ref	Comment	Chairman signature	
	CS/2021/103	It was RESOLVED to AGREE the accuracy of the Minutes of the Community Services Committee meeting held on 15 <sup>th</sup> April 2021		

	<p><b>(b) To receive and record the grounds upon which apologies for absence are tendered.</b></p> <p>LGA 1972, Sch 12, para 40</p> <p>Apologies had been received from Cllrs Hutchens and Brown that they would be late.</p>		
<b>ITEM 2</b> CS/2021/058	<p><b>Declarations of Interest</b></p> <p>There were no declarations of interest.</p>		
<b>ITEM 3</b> CS/2021/059	<p><b>Public Participation Session.</b></p> <p>2 members of the public were present.</p> <p>Fin Irwin outlined his proposal for holding the family show, a Dickensian Christmas, written and directed by Ben Kernow, as previously staged at the Old Library, in Court Room 2.</p> <p>Court Room 2 is a natural performance space and would allow for a larger socially distanced audience (60) which would be required as there was no Arts Council funding this year to support the production, hence ticket sales would have to cover the cost of production.</p> <p>The show would run from Tuesday to Saturday throughout December 2021. There would be a flexible pricing structure with ticket prices ranging from £7/£9/£12 with people being asked to pay what they feel they can, to promote inclusivity.</p> <p>Issues such as building access and security (provision and cost) and licencing would have to be investigated further, discussed and agreed back at committee, but in principle it was <b>RESOLVED to AGREE</b> to support Into Bodmin in utilising the Court Room for this purpose and authority was delegated to TC to progress further with Fin.</p>	TC/CSO	Update at next meeting
<b>ITEM 4</b>	<p><b>Correspondence received.</b></p> <p><b>Mr Brown</b> – had written a letter regarding the barriers, as he perceived them, to more popular use of Narissa Hall. They were, to summarise –</p> <ul style="list-style-type: none"> <li>• access: mainly for unloading,</li> <li>• structure: in particular the lack of outdoor,</li> <li>• lack of covered space, and,</li> <li>• rate: for hiring.</li> </ul>		

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CS/2021/060	<p>Cllr Henderson had made an initial response, and a follow—up response will include an outline of the enquiries BTC are making to acquire the land at the rear of the building (belonging to Cornwall Housing) and the details of the revised rates that were more current than the information he had.</p> <p>It was <b>Resolved to Agree</b> that the TC write to the owner of Priory House to remind them that the gates belong to the people of Bodmin and as such BTC hope they will remain in situ and be well maintained.</p>	Cllr Henderson	By next meeting
CS/2021/061	<p><b>Come out for Cornwall - Cornwall Pride</b> – their request was for a grant for the Cornwall Pride Bus Tour “Come out for Cornwall” in June or July (depending on Covid restrictions).</p> <p>Cllr KP raised concerns that BTC had not agreed a budget for grants and neither had it discussed or agreed the criteria for prioritising applications. BTC had previously agreed a policy (but no regulations) and that this should be sent alongside the application form so that BTC receives all the information required to consider applications on a case by case basis.</p> <p>It was <b>RESOLVED to AGREE</b> that TC would send them a grant application form and the grants policy.</p>	TC	By Next meeting
CS/2021/062	<p><b>National Education Union - CC Adult Education</b> – they requested use of Mount Folly on a Saturday in July. It was confirmed that Mount Folly would be free for non-chargeable events and charities. If requests did not clash with Into Bodmin events or market dates, it could be considered. However, detail about the purpose of this request was unclear and further information was required before a decision could be made.</p> <p>It was RESOLVED to AGREE to delegate authority to the TC to find out required information so a decision could be made on this occasion. Also to ensure that the booking officer was aware of current charges.</p>	TC	By next meeting
<b>ITEM 5</b>	<p><b>Minutes of the previous meeting</b></p> <p>To consider and confirm the accuracy of the Minutes of the meeting held on Thursday 4<sup>th</sup> March 2021.</p>		

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CS/2021/063	It was <b>RESOLVED</b> to confirm the accuracy of the minutes from the meeting held on 4 <sup>th</sup> March 2021.		
<b>ITEM 6</b>	<b>Matters arising from the minutes or the meeting held on Thursday 4<sup>th</sup> March 2021.</b>  Updates on Action Points:		
CS/2021/033	Cultivate Cornwall - It was RESOLVED to AGREE to thank this organisation for the work they've done during the pandemic and inform them to complete a grant application and their request can be considered within the established process, as for any other applicant. TC to send Cllr Henderson the grants policy.	TC	completed
CS/2021/036	IntoBodmin 2021 performance and activity proposals - Chris Harris requested base line information such as budgets for projects, forms to be completed and the accounts of IntoBodmin. He will send the necessary forms to Fin. <b>Update:</b> Relevant information had been received and Mount Folly had been offered free of charge for activity and performances organised by IntoBodmin to take place during the summer of 2021 (Covid rules allowing).	CSM/TC	completed
CS/2021/037	Progress the improvement of BTC website <b>Update:</b> Members of the working party were urged to complete the website comparison matrix.		
CS/2021/064	<b>Update:</b> DB has made contact with officers at Penzance Town Council and received information about their developers. Work continues and will be picked up by the new council. CC had recently refreshed their website and a request to contact them and their developers to explore the potential to get what BTC need at a discounted rate.	DB/ Working party	ongoing
CS/2021/039	Each committee to decide their objectives for 2022 and how they align to existing priorities.  <b>Update:</b> This aligns with the Community Development Strategy and the identified objectives of finding solutions for social deprivation and economy failure.  Methods to achieve this would be shared leadership and active participation, collaborative working and creative innovation, increased capacity leadership, build confidence and develop aspirations, identify stakeholders and strategies, develop interventions, platform building and enabling interventions and mechanisms.		

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CS/2021/065	<p>Aims – To deliver a partnership to enable the repurposing of a building(s) for learning, promote dual facilities that develop learning, promote well-being, enterprise and culture, develop working solutions with universities and colleges to deliver and promote higher education opportunities, promote active representative and citizen participation, engage community members in problem diagnosis, help the community to understand the economic, social and political impact of alternative solutions.</p> <p>These are the primary aims and objectives that the Community Services Committee should be considering.</p> <p>JC – it’s about making service delivery relevant to the community by funding and delivering the services they want and not what BTC think they want. That hinges on having members who make up the committees having the right skill sets. Once the new council has formed there would be a skills assessment of councillors so that there could be an appropriate fit to committees.</p> <p>PC – important to collaborate with partners and organisations (that already exist in the Safer Bodmin collaboration) who can assist with delivery of the strategy, and as such should be approached to receive a presentation early on in the development of this approach.</p> <p>The officers have been recruited to take this forward and develop the strategy document and partnerships needed to drive this forward.</p> <p>Community services officers and members of this committee will be delegated to join the emerging Town Team to bring forward projects within the town.</p> <p>It was <b>RESOLVED to AGREE</b> that a desirable skill set is agreed for committees and members are selected against these requirements where possible.</p> <p>The first draft of the Community Development Strategy was NOTED.</p>	Committee chair/TC/CSM	ongoing
CS/2021/041 CS/2021/066	<p>Hillside Park - Form a delegation of members from the Community Services and the Estates committee to meet with tenants to obtain agreement on various maintenance tasks, costs and other responsibilities, together with costs associated with this site.</p> <p><b>Update:</b> It was <b>RESOLVED to AGREE</b> to defer this action until the new council is formed.</p>	Committee chair	To resume in June 2020

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CS/2021/042	Freedom Parade - negotiation with the Rifles to agree form, route and date of parade - The date has to remain as it coincides with other Freedoms around the country. It was RESOLVED to AGREE to defer the item so that officers could liaise with Tour of Britain organisers to ensure the 2 events are co-ordinated.	Committee Chair/ Dave Bidgway	ongoing
CS/2021/067	<b>Update:</b> It was <b>RESOLVED to AGREE</b> to delegate authority to David Bidgway to negotiate details with the Rifles and work with CC to ensure plans fit with Tour of Britain.		
CS/2021/044	Car Park Management Franchise - It was RESOLVED to AGREE to delegate authority to TC to continue contractual negotiations with the tendering bodies to come up with a package that's suitable. To present the package back to committee.	TC	completed
CS/2021/068	<b>Update:</b> Full Council have approved the contractor. TC has written to the selected provider to clarify some details and awaits their reply.		
CS/2021/045	Market for Bodmin – update	CSO	ongoing
CS/2021/069	<b>Update:</b> KP had sent an email to members of the markets working party to seek views on the local regulations like days, times, payment in advance etc. She had not received any replies. The market policy had been agreed but these local details still need to be identified and agreed. JB – the chamber has contacts with individual stall holders and are keen to be involved.		
CS/2021/046	BIC - improve response times, identify additional tasks to take up any spare capacity within the team. Update Item to be discussed under confidential matters at the next meeting.  Discussed later in the agenda.  JC – reception staff helped him get the Neighbourhood Plan Survey forms prepared for distribution and extended his thanks to them.	TC	
CS/2021/047	Lettings and Hiring - It was RESOLVED to AGREE that Officers locate information from previous proposal and to review it in the light of Health and Safety audit and bring it up to date and resubmit it to committee once updated. Information should be available online together with the ability to book a venue.	TC/EM	Ongoing
CS/2021/070	<b>Update:</b> Instructions have been issued to EM to prioritize Shire House Suite in terms of making it fit for purpose and become a revenue stream. He is in the process of identifying an architect to bring these spaces back into functionality. Selection will be decided by the new council.		

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CS/2021/048	It was RESOLVED to AGREE to offer Narisa Hall to Discovery 42 for the setting up of the interactive science project. Further work to agree a cost to them for this would start with the existing pricing structure and following discussion, possibly lead on to a grant application.	Committee Chair	Update at next meeting
CS/2021/071	<b>Update:</b> It was <b>RESOLVED to AGREE</b> to offer Narisa Hall at BTC cost neutral terms to Discovery 42 but was discussed later in the agenda.		
CS/2021/050	Re-opening the High Street - It was RESOLVED to AGREE that JB contact Sarah Sims to express the BTC's concern that any funding available be used to support council's in other ways and not be lost.	Cllr JB	complete
CS/2021/072	<b>Update:</b> Unallocated money would be redirected to other projects.		
<b>Item 7</b>	<p><b>Tour of Britain:</b> To consider and, if appropriate, agree the offer to become a funding partner for this event.</p> <p>Cllr J Cooper reported that BTC have received a letter from CC / Sweetspot / the organisers of the event to offer BTC the opportunity to become a funding partner for £10,000. Partners are offered a number of VIP tickets and the opportunity to sell advertising space, mentions on the big screen and other sponsor benefits.</p> <p>JC had spoken to a publicity company, Idenna, to see if they would be interested in helping BTC promote this but they were not interested. This would suggest that it is a hard task to make the money back. He had also spoken to representative of an insurance company to see whether they would be interested in buying the BTC stake. This enquiry is ongoing.</p> <p>KP £10k could be better spent on supporting other projects that benefit Bodmin more.</p>	Cllr J Cooper	Ongoing
CS/2021/073	It was <b>RESOLVED to AGREE</b> to support Cllr J Cooper to pursue the enquiry with his contact at the insurance company but otherwise this did not fit with the BTC priorities.		

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<p><b>Item 8</b></p> <p>CS/2021/074</p>	<p><b>BT Museum:</b> To consider and agree potential solutions to identifying alternative space for the storage room and office which are not fit for purpose.</p> <p>AB has been working with the Museum to identify a solution. Options are limited as available space available is scarce.</p> <p>Cllr MB – not in favour of spending money to upgrade the current space as this is owned by Merlin and the Museum will have to pay rent in 2024, for a space that BTC has paid to pay to make fit for purpose. In 2024 BTC would have to give 12months notice of leaving whereas currently, no notice is required. Cllr MB felt a better option would be the bottom floor of Shire House.</p> <p>Cllr PB - The cost of this work is likely to be in the 10s of thousands with no guarantee that problems would be resolved.</p> <p>The cost of moving is likely to be high as it involves careful transfer of exhibits and the dismantling and reassembly of bespoke cabinets. Though the builder of the cabinets, Ron, is available. An alternative would be to move the cabinets in Court Room 2.</p> <p>JC – it is a delicate subject and will be met with resistance as it represents a massive change that will need managing carefully.</p> <p>It was <b>RESOLVED to AGREE</b> to delegate authority to EM and CSO to continue sensitive negotiations with the museum.</p>	EM/CSO	Update next meeting
<p><b>ITEM 9</b></p> <p>CS/2021/075</p>	<p><b>Bike Lights</b> – to consider and agree any funding application in respect of this event and to agree an alternative date to be offered to the organisers.</p> <p>This event was successful in 2019 and the organisers want to return in 2021. Unfortunately, there is no capacity to accommodate this event on their desired date which coincides with the Freedom Parade. They are considering an alternative date and we await his reply.</p> <p>It was RESOLVED to AGREE to delegate authority to officers to continue negotiations with the organisers and to forward the grant application form and policy.</p>	TC/CSO	Update next meeting
<p><b>ITEM 10</b></p> <p>CS/2021/076</p>	<p><b>Neighbourhood Plan:</b> To consider and agree print costs of the paper copies of the Neighbourhood Plan Survey.</p>		

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	It was <b>RESOLVED to AGREE</b> to authorise the expenditure of costs related to the printing of the survey.		complete
<b>ITEM 11</b> CS/2021/077	<b>Display marketing Material on Community Notice Boards:</b> To consider and agree a request from The ESF project worker to display a poster promoting learning opportunities in lockdown.  It was RESOLVED to AGREE to allow this.		complete
<b>ITEM 12</b> CS/2021/078	<b>Rowlands Circus:</b> To consider and agree the proposed, forthcoming dates for circus.  Pull into site 28th June Opening day Friday 2nd July - Sunday 4th July Closed 5th July - 8th July Opening again 9th July - 11th July Off site Sunday night  It was <b>RESOLVED to AGREE</b> , that Covid restrictions allowing, the circus dates could be booked.		complete
<b>ITEM 13</b>  CS/2021/079	<b>Fin Irwin:</b> To consider and agree the court room proposal.  KP was supportive of the proposal but was concerned about the exclusive use by Into Bodmin of the space over this period.  JC – suggested that Narisa Hall be reserved for other potential uses over the period.  It was <b>RESOLVED to AGREE</b> to delegate authority to the officers to offer court room 2 to Into Bodmin and to continue negotiations with Fin regarding access, security and licensing. It was further AGREED that council would utilize Narisa Hall as an alternative meeting space, if required during this period.	TC/CSO	Update next meeting
<b>ITEM 14</b>	<b>Discovery42:</b> To discuss and agree the hire terms of Narisa Hall.  Mr Jones has confirmed that the space offered is suitable and they would like to proceed with the science exhibit, as they have secured funding from a Crowdfunder exercise. They would have sole occupancy from July to November and be done by December. Nominal entrance fee would be charged  There was general support for utilising Narisa Hall as it has not been for 4 years. If their funding provided for some rent then all the better, but otherwise the offer should be cost neutral to BTC.		

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CS/2021/080	It was <b>RESOLVED to AGREE</b> to offer Narisa Hall to Discovery 42 on cost neutral terms.	TC/CSO	Update next meeting
<b>ITEM 15</b>	<b>Loveny Male Voice Choir:</b> To consider and agree to book them for Christmas on Mount Folly.		
CS/2021/081	It was <b>RESOLVED to AGREE</b> that authority be delegated to the CSO to accept this offer and to encourage them to perform more than once over the Christmas period. It was further agreed to contact Bodmin Town Band and any other, local, musical ensemble, and encourage them to consider performing on Mount Folly throughout the year.	TC/CSO	Update in due course
<b>ITEM 16</b>	<b>Marathon, The Bodmin Way (Beacon Beast):</b> To consider and agree to the idea of transferring the idea to an experienced external party (2 possibilities identified to date: Mys Vyken Events and Fleet) to organise and take responsibility for the event.  DB explained that proceedings have reached a stage where additional, expert, help is required to take over the organisation of this event in order to manage the health and safety aspects of the event and to protect BTC's reputation.  JB suggested that the Rotarians and the Lions have experience in this type of event and could be approached to assist.		
CS/2021/082	It was <b>RESOLVED to AGREE</b> to delegate authority to DB to negotiate a handover with a suitably experienced organisation.	DB	Update next meeting
<b>ITEM 17</b>	Subject to receipt of updates consider and agree Income and Expenditure for March 2021.  TC confirmed that AB had a productive discussion with Cllr PB on PPE supplies.  Line item 113 would be discussed in confidential.		
CS/2021/083	<b>It was RESOLVED to AGREE the schedule of payments.</b>		complete
<b>ITEM 18</b>	To receive Risk Management updates  There were no items to consider.		
<b>ITEM 19</b>	To consider and, if appropriate, agree the proposed changes to the reception service and operating procedures including opening and closing times.		

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CS/2021/084	<p>The TC has managed the process and is now a good way through the consultation process with the staff team. The chair thanked him for the work that he had put into this.</p> <p>The aim is to support the reception service into becoming an integral part of the means to deliver Community Engagement as part of the Community Development Strategy. The proposal is to rename the service Community and Cultural Support services. The role will focus on promotion and effective marketing and will require better access for communication with the public, addressing issues like their concerns about lone working, and accessibility.</p> <p>Cllr P Brown felt that the TC's effort to include the staff affected, keep them informed and bring them along with the required changes felt positive. It was managed in the spirit of cooperation rather than confrontation and was an achievement to be commended.</p> <p>Further discussion was moved to the Confidential session.</p> <p>It was <b>RESOLVED to AGREE</b> to adopt the proposal as the way forward.</p>	TC	Update next meeting
ITEM 20  CS/2021/085	<p>To consider and, if appropriate, agree the proposed new service concept as per the presentation included in Dropbox or Sharepoint.</p> <p>The discussion was about the adoption of Sharepoint and the ending of BTC contract with Dropbox saving money for BTC.</p> <p>It was <b>RESOLVED to AGREE</b> to adopt Sharepoint for the storage and display of documents to support council meetings. The officers would provide training and support to councilors become familiar and confident to access this system.</p>	DB	complete
ITEM 21  CS/2021/086	<p>To consider and, if appropriate, agree the new name for the reception service</p> <p>The suggestion is Community and Cultural Support desk.</p> <p>Alternatives were discussed.</p> <p>It was <b>RESOLVED to AGREE</b> to rename the service BTC Community Services.</p>		complete

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<p><b>ITEM 22</b></p> <p>CS/2021/087</p>	<p>To consider and, if appropriate, agree a Community Development framework that fits within the context of direct service delivery and community connectedness. See the basis of a model on Sharepoint.</p> <p>It is a basic framework but supports the strategy as previously discussed and centres around elected representation. Adopting the innovations and interventions outlined in the approach would go some way to addressing issues such as local deprivation. Developing the website is an important element to achieving this.</p> <p>JC – the council has worked hard over the last 4 years to make itself relevant to the community. However, the strategy must encompass ways and means of attracting external funding to support local development.</p> <p>It was <b>RESOLVED to AGREE</b> to adopt the Community Development framework.</p>		ongoing
<p><b>ITEM 23</b></p>	<p>To consider and agree Committee’s aims and objectives that align with common community goals such as those identified by the vision group, other local organisations and the Town Revitalisation strategy.</p> <p>TC had provided a SWOT analysis on Sharepoint.</p> <p>The new council will have to develop strategic plans and objectives for each committee.</p> <p>This was previously agreed within previous items and was noted.</p>		
<p><b>ITEM 24</b></p>	<p>To consider and agree platform/s that enable discovery and visibility to promote culture, community activity, connectedness, increase opportunities for collaboration and encourage ownership.</p> <p>There are emerging and established forums, like Safer Bodmin and Town Vitality Team, that BTC should join with and seek representation on.</p> <p>This was previously agreed within previous items and was noted.</p>		
<p><b>ITEM 25</b></p>	<p>To consider the creation of a dedicated working party / focus group for the purpose of developing an experience map to create a focus for service user experience that trigger new innovations in respect of service needs. Also, to build on outcomes from SWOT analysis.</p>		

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CS/2021/088	<p>Rather than establish a working party which was more appropriate for time limited projects it was proposed that officers organise monthly surgeries, advertised within the community and supported by a member from each committee on a rotational basis. The Bodmin representatives on CC will be invited to participate.</p> <p>It was <b>RESOLVED to AGREE</b> to delegate authority to TC to identify the most appropriate way to facilitate these surgeries.</p>	TC	Update at next meeting
<b>ITEM 26</b>	<p>To consider and agree a clear model that includes social planning and community engagement for community service planning and development.</p> <p>This was previously agreed within previous items and was noted.</p>		
<b>ITEM 27</b>	<p>To consider and agree a way forward with the CCTV management and discuss the recent vandalism to the bench in Fore Street.</p> <p>There has been a lot of speculation on social media about the usefulness of CCTV. There are effective methods of scrutinising CCTV to detect the time of incidents efficiently. But it should be noted that a monitored system can be used to intervene in medical emergencies and crime prevention.</p> <p>CCTV systems are generally flawed because the people that monitor are not the people who pursue the crimes and prosecute. It is difficult to get through to the police and, if contact is made, it is even more difficult to get them to pursue the crimes to prosecution, if it is not one of their priorities.</p> <p>There are 2 options: Some communities monitor their own CCTV (Newquay is an example) or contract out the monitoring to a 3<sup>rd</sup> party. There are issues associated with cost and DP when using community volunteers to monitor footage. Any discussion and decisions on how to move forward to make more effective use of CCTV footage must involve the police to gain a commitment to pursue evidenced crime.</p> <p>There is currently no arrangement to inform BTC about outcomes from any CCTV footage provided. BTC might need to be more pro-active in recording, reporting and providing evidence of crimes to the police together with follow-up data relating to outcomes. This data could then be discussed with the local police crime commissioner.</p>		

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CS/2021/089	<p>These issues must be addressed otherwise expenditure at the current level is hard to justify as the community seemingly do not benefit.</p> <p>There is the Safer Bodmin forum that BTC could collaborate with to give more strength to getting these concerns addressed.</p> <p>Meanwhile, TC is being asked to the Privacy Impact Assessment and has not received enough information to assure him that current operational policy is safe and legal.</p> <p>It was <b>RESOLVED to AGREE</b> to delegate authority to officers to find out more information about how Newquay and Tolvadden operate.</p>	TC	Update next meeting
CS/2021/090	<p><b>ITEMS CONTAINING EXEMPT INFORMATION</b></p> <p>To consider passing the following Resolution in respect of the items listed below:</p> <p>“That the press and public be excluded from the Meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, for the following items of business on the grounds that they involve the likely disclosure of confidential and exempt information”.</p> <p>Committee voted to move into a confidential session.</p>		

**Date of next meeting is Thursday 17<sup>th</sup> June 2021.**

Meeting closed at 21.49

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