

Draft - MINUTES of the Community Services Committee Meeting held on Thursday 14th October 2021 at 6:00 in Shire House Suite.

Present: Chairman, Councillor D A Henderson; together with Councillors T M Barbery (Vice Chair), Hilda Blacklaw, Brian Crowle, Karen Phillips, Peter Skea, P Cooper (arrived 18:13) and Jeremy Cooper

IN ATTENDANCE: Mr Alex Harrod (Deputy Town Clerk), Mrs N Davis (Senior Administration Assistant), Amanda Bright (Community Services Officer)

Meeting commenced at 18.00

There was an online presentation by Mary Godwin of Bodmin Keep that can be accessed via this link: [Presentation - Bodmin Town Council Briefing - The Journey to 2030 V2.pptx \(sharepoint.com\)](#)

Mary requested that BTC be an advocate for the museum and be visible in it's support of the strategy and that it's own strategic plans reflect this commitment.

CS/2021/175	<p>(a) Mayor/Chairperson's announcements A statement to inform attendees that the meeting was being recorded for the purpose of minute taking after which it is deleted.</p> <p>(b) To receive and record the grounds upon which apologies for absence are tendered. Apologies had been received from Cllrs John Gibbs and Graham Frost</p>		
CS/2021/176	<p>Declarations of Interest Cllr B Crowle declared an interest in item 189. Cllr J Cooper declared an interest in item 195.</p>		
CS/2021/177	<p>Public representation session: An opportunity for residents to make representations to Council or ask questions relating to items on this agenda. (Note: a maximum of 15 minutes will be allocated for this session and there will be a time constraint of 5 minutes per speaker). LGA 1972, ss100 and 102, Public Bodies (Admissions to meetings Act) 1960.</p> <p>1 member of the public attended.</p> <p>Mrs Vine raised concerns about large vehicles coming up Fore Street and this week one had knocked into scaffolding on the outside of a building. It was agreed that BTC would write to Cornwall Council.</p>		

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	<p>She also enquired as to whether shrubs would be replanting shrubs in Priory Park on the bank adjacent to the skate park to aid the filtration of air from Priory Road. It was agreed that this would be considered at the next Estates Committee meeting.</p> <p>Mrs Vine left the meeting.</p>		
CS/2021/178	<p>Minutes of the previous meeting. To confirm the accuracy of the Minutes of the Community Services Committee meeting held on 23rd September 2021 (as circulated). LGA 1972, Sch 12, para 41(3), LG (Miscellaneous Provisions)1976, s41</p> <p>It was RESOLVED to AGREE the accuracy of the Minutes of the Community Services Committee meeting held on 23rd September 2021 (as circulated).</p>		
CS/2021/179	List of actions from the previous minutes, for update.		

CS/2021/134	<p>It was RESOLVED to AGREE to authorise officers to further investigate the transfer of BTC content to the Aubergine templates. On the agenda</p>	IT project mgr	14.10.21
CS/2021/140	<p>It was RESOLVED to AGREE to sign up to Grantium, online application portal, thereby facilitating the future application for any relevant Arts Council funds.</p>	Complete	
CS/2021/141	<p>It was RESOLVED to AGREE to delegate authority to TC to commission a feasibility study for the relocation of the town museum. 14.10.21 – Item deferred to the Estates Committee.</p>	TC	4.11.21
CS/2021/154	<p>It was RESOLVED to AGREE to terminate the Covid hotline.</p>	Complete	
CS/2021/155	<p>It was RESOLVED to AGREE to request that the DEM provide a report on the availability of existing goal posts or provide costs for new for consideration by committee at the next meeting on October 14th. In the meantime, the grass is to be kept short. 14.10.21 – Item deferred to the Estates Committee.</p>	DEM	4.11.21
CS/2021/162 .2	<p>To consider and agree matters relating to Community Services Reception Team, including: weekend-working and, new signage outside Shire Hall.</p> <p>It was RESOLVED to AGREE to defer this item to 14.10.21 On the agenda</p>	CSM	

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CS/2021/180	<p>To consider and agree Financial Statement (Income and Expenditure) for September 2021</p> <p>PC queried item ref. Court Room 1 museum experience where 100% of the budget remains. DTC will seek clarity but thought the budget was carried over for clearing animatronics etc. General car parks – as the car park is contracted out, do we still need the budget line for uniforms etc.</p> <p>These can be discussed at the budget setting session.</p> <p>It was RESOLVED to AGREE to note the Financial Statement.</p>		
CS/2021/181	<p>To consider and agree the Schedule of Payments relating to the Community Services Committee for October 2021</p> <p>There was no schedule.</p>		
CS/2021/182	<p>To receive Risk Management updates</p> <p>The risk of not being able to accommodate the burial of people in line with the customs required of different faiths and cultures remained unchanged.</p> <p>The risk was noted.</p>		
CS/2021/183	<p>To consider and agree grant applications</p> <p>a. To consider and agree a revised 'free use of Council facilities' application from the Bodmin Way (Beacon Beast) marathon organisers</p> <p>It was Resolved to Agree that as this is the inaugural Bodmin Marathon that no charge would be made for the hire of rooms required up to the value of £500.</p>	CSO	
CS/2021/184	<p>To consider and agree requests by Roy Jones relating to the Discovery 42 science exhibition at Narisa Hall:</p> <p>a. Install pop up gazebo on the access path where they will check tickets</p> <p>b. To sell some of the artists' work</p> <p>It was Resolved to Agree to allow Mr Jones to install a gazebo at his own risk and cost and to allow the sale of artists work at the exhibition.</p>	CSO	
CS/2021/185	<p>To consider and agree the committee's revised aims and objectives for 2022-23</p>		

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	<p>Cllr Phillips felt it was important to focus on what the council must do and that this be done without increasing the precept as people would struggle financially, this year.</p> <p>However, it was a priority for the Community Services committee to have consultation and engagement at its heart to ensure it remains relevant to all residents of Bodmin and it prioritises events that have a positive impact for the community.</p> <p>To this end it was Resolved to Agree to adopt the aims and objectives with an amendment of 1) to read outreach “programme” rather than “café”.</p>	Cllr Henderson/ CSO	
CS/2021/186	<p>To consider and agree allowing memorials:</p> <ul style="list-style-type: none"> a) bench donated by local resident, in memory of their daughter, to be installed in Priory Park b) Christmas lights in memory of Keith Chapman <p>It was Resolved to Agree to allow both the memorial bench, subject to design approval and the Christmas Light (image provided) up to the value of £4,500.</p>	EM/ CSO	
CS/2021/187	<p>To receive and note a post-event report on the Tour of Britain weekend, including the feedback from vendors in the community village on Narisa Lawn.</p> <p>The comments on the Bodmin Voice Facebook page were unanimously complimentary about the event itself and Bodmin Town Council’s councilors, staff and volunteers.</p> <p>Areas for development included more publicity, more stalls more signposting and more commercial involvement and sponsoring opportunities.</p> <p>General comments about the rats and lack of involvement from Fore Street, despite a lot of communication and engagement. Lack of road closures and parking information.</p> <p>Feedback from the military was that engagement of councilors and staff was second to none.</p> <p>The report was noted.</p>		
CS/2021/188	<p>To agree retrospectively a £200 grant to the bike art trail.</p> <p>It was Resolved to Agree £200 to the bike art trail.</p>	CSO	
CS/2021/189	<p>To agree retrospectively a donation of £200 to Loveny for the ToB event from the tour budget and a £200 donation from the civic budget for their performance at the community awards event.</p>		

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	<p>Unfortunately, the choir were affected by Covid over the Tour of Britain weekend and were unable to perform.</p> <p>The nomination forms need to be updated for next year's Community Awards Event and publicized.</p> <p>It was Resolved to Agree £200 for the Loveny Choir performance at the Civic Event.</p>	CSO	
CS/2021/190	<p>To consider and agree the sale of the remaining banners used to promote the Tour of Britain weekend</p> <p>It was Resolved to Agree that Cllr Barbery could list the banners for sale on a BTC site/page or account.</p>	Cllr Barbery	
CS/2021/191	<p>To consider and agree combining the 'Bodmin Town Council' and 'Bodmin Information Centre' Facebook pages and to agree a name.</p> <p>The information will be transferred over the next few weeks so past traffic and promotion is not lost. BTC's social media presence needs to be scrutinized and developed to ensure it's accessible to all sections of the community. This will be progressed once the Kickstart opportunities go live.</p> <p>It was Resolved to Agree to combine the pages and call it Bodmin Town Council.</p>	CSO	
CS/2021/192	<p>To consider and agree matters relating to BTC's involvement in the Queen's Green Canopy initiative, including:</p> <ul style="list-style-type: none"> • Location • Community projects • Timeline <p>The opportunity was time sensitive so the submission has identified a site at Berryfields as a suitable location to plant up to 420 trees and allow an events space.</p> <p>The project allows for community groups, churches and residents to receive and plant trees at their chosen location.</p> <p>It was Resolved to Agree that Berryfields be the chosen location for the planting of trees and that other groups can start their own planting in this area to start the project off.</p>	CSO	
CS/2021/193	<p>To consider and agree a provider for hosting and designing the new BTC website</p> <p>Items 193 and 194 were combined.</p>	DB	To be live by 24/11/21

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	<p>The quotes were considered and Aubergine were deemed specialists in local government websites and the websites that they had created were impressive.</p> <p>It was Resolved to Agree to delegate authority to officers to spend up to £5k to design and host the BTC and Bodmin Live/Oracle website that the current contract with Rokk media will expire on 24th November.</p>		
CS/2021/194	<p>To consider and agree a provider for hosting the new Bodmin Live / Oracle website</p> <p>Combined with the previous item.</p>	As above	
CS/2021/195	<p>To consider the hire request of the shire suite on Monday evenings for the Mayor's charity bingo.</p> <p>It Resolved to Agree to continue with the bookings for the Mayor's Charity Bingo until such time that the suite closes for renovation / refurb.</p>	Bookings	
CS/2021/196	<p>To consider and agree a 6 month booking of the Shire House Suite (or Judges dining room, if unavailable) for use by the New Life Church Sunday School, on Sundays 9:30-12:30.</p> <p>There would have to be a weekend clean up after Friday night Bingo so the suite is in a fit state on the Sunday. The Mayor's dining room was not suitable.</p> <p>It Resolved to Agree to the bookings for the New Life Church, on the condition that they pay any costs incurred for unlocking/locking until such time that the key pad entry system is operational.</p>	Bookings	
	<p>ITEMS CONTAINING EXEMPT INFORMATION</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>		
CS/2021/197	<p>Committee voted to move into a confidential session.</p>		

Date of next meeting is **Thursday 16th December 2021.**

Meeting closed at 20.20

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