

## **Agenda**

### **Full Council Meeting**

**Date** 16th November 2023  
**Time** 18:30 - 22:00  
**Location** Shire House Suite, Mount Folly Square, Bodmin PL31 2DQ  
**Chair** Cllr P T Cooper  
**Explanation** **NOTICE** is hereby given of a meeting of **Full Council** to which you are summoned to attend.

**Council Members: -**

Cllr P T Cooper (Chairman/Ex officio); Cllr T M Barbery (Vice Chairman); Cllr E Ahearn; Cllr H Blacklaw; Cllr A Butters;  
Cllr P Brown; Cllr J P Cooper; Cllr A Coppin; Cllr J Whatton; Cllr J Burden  
Cllr J Gibbs; Cllr R Joshi; Cllr K Phillips; Cllr C Rowe and Cllr P Skea.

Yours faithfully



Peter Martin  
Town Clerk

LG Act 1972, Sch 12, paras 10(2)(b) and 26(2)(b)  
Longfield Parish Council v Wright (1918) 88LJ Ch 119 West Ham  
Corporation v Banado (1934)  
Prohibition of transaction of business not specified on the agenda -100B (4)  
of the LGA 1972 Ayles v Romsey and Stockbridge RDC (1944)

- |                         |                                                                                                                                                                                                                                                                                                                                            |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>FC.2023.<br/>128</b> | <b>Mayor/Chairperson's announcements</b>                                                                                                                                                                                                                                                                                                   |
| <b>FC.2023.<br/>129</b> | <b>To receive and record the grounds upon which apologies for absence are tendered</b><br>LGA 1972, Sch 12, para 40                                                                                                                                                                                                                        |
| <b>FC.2023.<br/>130</b> | <b>Declarations of interest relating to business on the agenda</b><br>Standing Order 53 Localism Act 2011, S29 to 34<br>• Members to declare interests in respect of any item on the agenda<br>• To consider written requests from Members for dispensations. These must be submitted to the Proper Officer in advance of the meeting date |
| <b>FC.2023.<br/>131</b> | <b>Public representation session</b><br>An opportunity for residents to make representations to Council or ask questions relating to items on this agenda.<br>(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.

- FC.2023.132**                      **Correspondence received**  
None received
- FC.2023.133**                      **To consider and confirm the accuracy of the minutes of the Full Council meeting held 17 August 2023**  
LGA 1972, Sch 12, para 41(3), LG (Miscellaneous Provisions)1976, s41
- FC.2023.134**                      **To resolve to note the list of actions from previous minutes**
- FC.2023.135**                      **To resolve to note the minutes of the latest meetings of the Policy & Resources Committee, Community Services Committee, Estates Committee and Planning Committee**
- Policy & Resources Committee Minutes: 14th June 2023; 20th April 2023 and 21th September 2023
  - Community Services Committee Minutes: 10th August 2023
  - Estates Committee Minutes: 6th July 2023 and 7th September 2023
  - Planning Committee Minutes: 2nd August 2023; 23rd August 2023; 13th September 2023 and 4th October 2023
- FC.2023.136**                      **To resolve to note the Risk Management Update**  
No updates available due to lack of Councillor attendance. Amended policy to include all Councillors.
- FC.2023.137**                      **To resolve to note the Summary of Accounts April - September 2023**
- FC.2023.138**                      **To consider and agree the Schedule of Payments November 2023**
- FC.2023.139**                      **To receive Cornwall Council Representations**
- FC.2023.140**                      **To receive outside body updates including copies of minutes of meetings and terms of reference**
- FC.2023.141**                      **To consider and resolve upon, if appropriate, the Coldharbour report/ business plan including any proposals relating to the matter**
- FC.2023.142**                      **To resolve to note that as at 6 November 2023**  
**a) Eight BTC Councillors have confirmed completion of the Code of Conduct video training provided by the Cornwall Council Monitoring**

**Officer, and one BTC Councillor has completed training with an alternative provider at Liskeard**


**b) One BTC Councillor has completed the Chairs training booklet**


**c) Three BTC Councillors attended the ACAS Equality & Diversity Training on 3rd October 2023 out of eight confirmed and one apology.**


**FC.2023. 143**      **CONFIDENTIAL MATTERS**


To consider passing the following resolution in respect of the items listed below:

"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"

**FC.2023. 144**       **To consider and confirm the accuracy of the confidential minutes of the Full Council held 17 August 2023**

**FC.2023. 145**       **List of actions from previous confidential minutes**

**FC.2023. 146**       **To resolve note the confidential minutes of the latest meetings of Policy and Resources Committee, Community Services Committee, Estates Committee and Planning Committee**

**FC.2023. 147**       **To receive a verbal report from the Council's solicitor regarding all instructed legal matters , also, resolve upon, if requested by the solicitor, further instruction required to progress them**

**To include:**

**- Leases**

- \* Priory Park
- \* Bodmin Football Club
- \* Coldharbour
- \* Narissa Hall
- \* KBSK

**- Legal disputes**

- \* Berrycombe Park/Hillside Park

**- Contracts**

**- Land registry**

- \* First Land registration - all sites

**- Land disposal**

- \* Sale of St Lawrence's Church

**- Partnership/Agreements**


- \* University and College arrangements


**- Legal Position**

- \* Grass Valley Park

**- Legal Understanding**


- \* Common Law and litigation risk management


**FC.2023. 148**  **To consider and resolve upon, if appropriate, the only new valuation received to enable the progression of the St Lawrences Church sale**

**FC.2023. 149**  **To consider and resolve upon two members to execute and seal the Coldharbour Pavilion and Grounds Tenancy at Will regulated by Standing Order 23**

a) A legal deed shall not be executed on behalf of Bodmin Town Council unless authorised by a resolution.

b) Subject to standing order 23(a), any two councillors may sign, on behalf of Bodmin Town Council, any deed required by law and the Proper Officer shall witness their signatures.

**FC.2023. 150**  **To consider and agree Town Clerk/Assistant Town Clerk and named Council representation for the purpose of discussing proposals received from Sanctuary Housing and Cornwall County Council related to Bodmin Town Council owned Athelstan land in Bodmin and to provide regular feedback at Full Council meetings**

**FC.2023. 151**  **To consider and agree, if appropriate, a contractual proposal provided by Treveth Holdings LLP, Vickery Holman, regarding the renting of a unit for the purpose of housing the Estates Grounds Maintenance Team. Also, to consider alternative options for this purpose**

# Bodmin Town Council Minutes – Full Council meeting 17th August 2023

## Minutes Full Council Meeting

**Date** 17/08/2023  
**Time** 18:00 - 21:58  
**Location** Shire House Suite, Mount Folly Square, Bodmin PL31 2DQ  
**Chair** Cllr P T Cooper  
**Attendees** Cllr P T Cooper, Cllr T M Barbery, Cllr E Ahearn, Cllr H Blacklaw, Cllr P Brown, Cllr J Burden, Cllr A Coppin, Cllr J Gibbs, Cllr R Joshi, Cllr K Phillips, Cllr C Rowe, Cllr P Skea and Cllr J Whatton.

Mr P Martin (Town Clerk); Ms A Bright (Community Services Manager/Assistant Town Clerk) and Ms S Gooch (Senior Administration Assistant).

### **FC.2023.96 To receive a presentation from HSBC Bank in respect of investment**

#### *Minutes:*

Mike Townsend, Senior Discretion Investment Specialist for the HSBC gave a non-advised review of BTC's HSBC existing Premier Investments Management Service (PIMS).

An overview of the markets - Inflation rose to a 40 year high as a result in part due to the invasion in Ukraine. It was an extraordinary year and caused global interest rates to rise in an attempt to combat inflation. This in turn had serious implications for markets. The UK Government bonds went down 25% which was extraordinary. However, this year is a little bit brighter picture with inflation coming down over the last few months, the UK still has the highest inflation rate of all the G7 countries. The exchange rate between the US dollar and the Stirling with Stirling rising by 5.76% this year which is good if you're going on holiday to America this years but it is the opposite as far as investments are concerned.

Bodmin Town Council has adopted the conservative approach to investment (the second from lowest risk) the chart showed the amount invested in equities, bonds and alternative assets (alternative assets which are not recognised on the stock exchange – i.e., property). A small amount of BTC's portfolio is invested in the UK market with other funds invested in overseas markets and in particular the US denominated assets. Unusually, the lower risk portfolios have suffered more than those taking more risk. Equities have been making a recovery

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whereby Bonds have not performed so well.

Performance of the portfolio since the last review meeting held on 16 June 2022 shows a marginal profit of 0.38% which is relative to the market in general. In other years there have been significant out performance relative to inflation. All portfolios have suffered relative to the level of inflation in 2022.

Looking forward – inflation coming down and what is happening to interest rates as a consequence plus a third factor which is the possibility of recession due to interest rates increasing in an effort to curb inflation.

Monies that have been paid out to the council from the portfolio is used to pay off the loan raised to purchase Shire Hall by previous councillors.

Cllr C Rowe enquired as to who decides BTC's investment strategy? Following this meeting councillors will be provided with individual forms from HSBC which, when combined will assess the level of risk the council wish to make for the next years investment strategy. The risk management strategy for the new portfolio will coincide with the budget setting period.

The Chair thanked Mike Townsend for his presentation.

**FC.2023.97**

### **Mayor/Chairperson's announcements**

*Minutes:*

The Chair informed everyone that the meeting will be recorded for the purposes of minute taking and will be deleted once the minutes have been agreed.

Members were reminded of the forthcoming Bodmin Carnival on 19th August, the Chair thanked Cllrs P Skea, K Phillips, E Ahearn and M Barbary for all their hard work in supporting this event and also asked councillors for their support on the day.

On Sunday 20th August there will be a bike event in support of Mike who was sadly killed. His family together with the Rotary Club have organised this event. Mike's family is trying to set up a trust fund to raise awareness of knife crime etc.

St Petroc's Church will hold a Proberts Rebellion event at 3.00 p.m. on Sunday and in the evening the band will be playing.

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Cllr C Rowe joined the meeting at 18.11, Cllr J Burden joined the meeting at 18.17.

Cllr A Coppin joined the meeting at 18.35 and Cllr R Joshi joined the meeting 18.40.

### **FC.2023.98 To receive and record the grounds upon which apologies for absence are tendered.**

*Decision:*

It was **RESOLVED** to record and accept the grounds for which apologies for absence have been received from Cllr's J Cooper and A Butters.

*Minutes:*

Apologies have been received from Cllr J Cooper – family commitments and Cllr A Bullers – family commitments.

Cllr M Barbery proposed to accept the apologies received, Cllr P Skea seconded, and all were in favour.

### **FC.2023.99 Declarations of Interest relating to business on the agenda**

*Minutes:*

The chair declared a non-registerable interest in item 125 St Lawrences Churchyard and Cllr A Coppin also declared an interest in Item 125 in relation to Section 5 B of the paragraph - neither councillors will take part in the decision-making process.

### **FC.2023.100 Public representation session**

*Minutes:*

The meeting was joined by a member of the press and four residents and the local Bodmin PCO.

Bodmin PCO reported positive news after local intelligence received a drug raid was made at a local address.

The PCO relayed the previous months crime statistics for St Petroc's and St Mary's boundaries. These statistics covered, anti-social behaviour, criminal damage, drug crimes, forgeries, other notifiable crimes, robbery, sexual incidents, and theft.

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The two boundaries were set some time ago and doesn't seem to reflect the boundaries used by Cornwall Council. It is hoped that boundaries used by the police will change to reflect those boundaries used by Cornwall Council, potentially, once the house building is completed in Bodmin.

The Chair asked how relevant the use is of CCTV in crime detection and could some statistics be made available to the council in the future. The PCO reported that CCTV is often relied upon to assist in crime detection and will look into reporting some statistical information at future meetings.

The Chair thanked the PCO for his attendance and information at tonight's meeting.

### **FC.2023.101 To note the investment presentation by HSBC investment team**

*Minutes:*

Members noted the presentation.

### **FC.2023.102 Correspondence received:**

*Minutes:*

An email had been sent to members of the planning committee asking if they would support the naming of the housing development at the rear of the former Barclays Bank as Treasury Court. All members of Bodmin Town Council's Planning Committee support the Treasury Court naming.

### **FC.2023.103 To confirm the accuracy of the minutes of the Full Council meeting held on 23rd March 2023**

*Decision:*

It was **RESOLVED** to confirm the accuracy of the Full Council Meeting minutes held on 23 March 2023

*Minutes:*

The Chair asked if everyone had had chance to read the minutes. There were no comments.

### **FC.2023.104 To confirm the accuracy of the minutes of the Extraordinary meeting of the full council on 13th July 2023**

*Decision:*

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It was **RESOLVED** to confirm the accuracy of the Extraordinary Full Council Meeting minutes held on 13 July 2023

*Minutes:*

The Chair asked if everyone had had chance to read the minutes. There were no comments.

### **FC.2023.105 List of actions from the previous minutes, for update**

*Action items:*

It was **RESOLVED** that the action sheet from full council 17.08.2023 will be discussed at the next meeting of the policy and resource committee.

*Minutes:*

The list of actions did not correctly represent the updates provided by managers. It was agreed by all members present that the action list from this evening's meeting will be discussed at the next meeting of Policy and Resource Committee.

### **FC.2023.106 To note the minutes of the latest meetings of the P&R, Community Services committee, and Planning.**

*Decision:*

It was **RESOLVED** to note the minutes of the latest minutes of the P&R, Community Services Committee, Estates Committee and Planning Committees as listed.

*Minutes:*

Cllr P Skea proposed to note the minutes from the Policy and Resources Committee meetings as listed, Cllr C Rowe seconded and all members were in favour.

Cllr P Skea proposed to note the minutes from the Community Services Committee meetings as listed, Cllr Barbary seconded and all members were in favour.

Cllr K Philips proposed to note the minutes from the Estates Committee meetings as listed, Cllr H Blacklaw seconded and all members were in favour.

Cllr P Skea proposed to note the minutes from the Planning Committee meetings as listed, Cllr E Ahearn seconded and all members were in favour.

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### FC.2023.107      **RISK MANAGEMENT UPDATE all risks scoring 11+**

*Decision:*

It was **RESOLVED** to **NOTE** the Risk Management items.

*Minutes:*

The Chair asked the meeting to consider the Risk Management items.

### FC.2023.108      **To note the summary of accounts April - June 2023**

*Decision:*

It was **RESOLVED** to **NOTE** the summary of accounts.

*Minutes:*

There were no queries with the summary of accounts April-June 2023.

### FC.2023.109      **To consider and agree the Schedule of Payments August 2023**

*Decision:*

It was **RESOLVED** upon the **AGREE** the Schedule of Payments.

### FC.2023.110      **To receive Cornwall Council Representations**

*Minutes:*

At 19.47 The Chair proposed to move to item 110 for consideration.

Cllr Cruse had to leave the meeting to attend Lanivet meeting but will return if possible.

Cllr P Rogerson presented her update to council.

- Cornwall Council are changing their waste and recycling process. This will be a phased approach. A team meeting for parish and town councillors has been set for 28th August for 18.00.
- Apologies to Cllr Barbary for not responding re the half-completed town wall decoration following an accident and resulting damage. Cormac have now repaired the damage but not completed the rest of the wall which has resulted in complaints. There is currently no funding available from Cornwall Council for this purpose.
- Bus route no. 11 from Padstow to Plymouth is being revised in September where there will be no direct through bus to Plymouth.
- The CAT that replaced the community network group is far to large to concentrate on local issues of Bodmin and is not in the spirit of localism.

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- Parking issues at Scarlett's Well Road which is usually bad at this time of year. Cllr J Cruse and Cllr P Rogerson agreed to look into this and have found a small pot of money left for traffic TRO's in the area.
- Cllr Rogerson received an email from BTC stating that the car park at the Jail is going to be closed and asked the Town Council to delay the closure/removal of the temporary bridge for a period of two to three weeks whilst we are still in the summer season, for the sake of the local residents.

The Chair replied that unfortunately the car park cannot be kept open as there is an enforcement notice from Cornwall Council against BTC for a planning breach. The temporary bridge across the Leat costs BTC £24,000 per annum and BTC has not received sufficient income from the car park to pay for these charges and therefore it is not viable and not in the public interest to maintain the bridge across the pipe/Leat. BTC are faced with the cost of removing/replacing the pipe because of the planning breach. The Council is committed to closing the car park on 22nd August and a public statement will follow notifying the public accordingly. BTC feel they have received little support from Cornwall Council regarding the alleged breach of planning or assistance with funding to support the cost of the temporary bridge across the Leat.

A member reported that the jail attraction was built with planning conditions of having a car park. The car park was not built to the specification or to health and safety standards

Cllr J Cruse said she has information that the jail attraction is willing to pay for everything as it is not in the interest of the jail attraction for the car park to be closed.

The Chair brought the meeting back to order as there is a full agenda yet to get through and leave the discussion regarding the Jail where it is, but asked Cllr Cruse if she has evidence that the Jail are prepared to do the work then please share this with us.

Cllr J Cruse asked if members had chance to read her report which was previously supplied, and in particular the road closure at Green Valley Road and the meeting she is attending at 9.00 on Friday 18th August. The works have to be done as it is to the detriment of the businesses in the town and Cllr Cruse will ask for compensation if the road has not been built to standard.

Cllr Rogerson left the meeting at 20.22

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The Chair thanked Cllrs Cruse and Rogerson for attending this evening's meeting.

**FC.2023.111 To receive outside body updates, including copies of minutes of meetings and terms of reference**

*Minutes:*

The Chair provided an update to Council on the following items:

- Safer Bodmin - the Chair had raised concerns regarding parking on pavements in the Town.
- Town Team - Consultants have now been appointed, Bodmin Town Council has confirmed to the Town team that there should be synergy with the Neighbourhood Plan and that there should not be any overlap.
- Open Spaces Strategy - To be presented to Full Council soon.

**FC.2023.112 To note that as at 7.8.23 eight BTC Councillors have confirmed completion of the Code of Conduct video training provided by the Cornwall Council Monitoring Officer, and one BTC Councillor has completed training with an alternative provider at Liskeard. One BTC Councillor has completed the Chairs training booklet.**

*Minutes:*

The TC will be re-asserting the code of conduct in due course with any amendments that need to be included and in addition to that there will be an obligation to each councillor to attend the training.

Members noted the Councillors number of councillors who had completed the relevant training.

**FC.2023.113 To consider and resolve upon an appropriate amendment to the model publication scheme to inform of charges for supplying agenda supporting documents should they be requested by members of the Public.**

*Action items:*

It was **RESOLVED** that the agenda item 113 relating to the amendments to the model publication scheme is deferred to the next Policy and Resources Committee meeting.

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*Minutes:*

The report was not available and will be discussed at the next meeting of Policy and Resources Committee

**FC.2023.114      To consider and resolve upon the co-option of a new Council member. a) Applicant 1 b) Application 2**

*Action items:*

It was **RESOLVED** that Mr Jodie Renals was voted in favour by the majority present as the new co-opted Cllr in St Lawrences Ward.

*Minutes:*

There were two applicants for this co-option role. Applicant 1 Mr J Renals and Applicant 2 Ms M Byrne.

Members discussed both applicants C.V's for the co-option to Bodmin Town Council, St Lawrence Ward. Due to illness Mr Renals could not be present this evening. Ms Byrne spoke of her love of Bodmin and her work in the community and is a former police officer.

Cllr J Cruse left the meeting at 19.10.

Standing orders were reinstated at 19.15 to allow the vote to be taken.

Members voted by paper for the candidate they wished to represent St Lawrences Ward.

Applicant 1 Mr J Renals received 9 votes of support.  
Applicant 2 Ms M Byrne received 4 votes of support.

The chair thanked Ms Byrne for her application and encouraged her to apply again in the future.

**FC.2023.115      To consider and resolve upon a memorial bench application for the New Cemetery.**

*Action items:*

It was **RESOLVED** to accept the memorial bench application for the new cemetery. Choice to be confirmed by resident from choices contained within the policy.

Memorial Bench Policy to be amended from Full Council approval to Policy and Resources Committee.

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### Minutes:

A request has been received to put a memorial bench at the new cemetery. The policy allows a choice between four bench types identified within the policy.

**FC.2023.116**

**To consider and resolve upon the proposed idea of a Bodmin Town sculpture and view updated pictures of the sailing galleon.**

### Minutes:

Cllr K Philips proposed to suspend standing orders and this was seconded by Cllr E Ahearn all in favour.

Mr Robin Guest, a professional sculpture has offered, free of charge, two sculptures to the town one being a galleon and the other being a mobis curve (two swans) which are already in existence and can be seen at his studio if so wished. A sculpture containing the letters of Bodmin Town could be made with the help of college students, if supported by the Council and interested local residents. Alternatively, a bespoke sculpture could be produced, however this would be at Bodmin Town Council's expense. Mr Guest encouraged members to look at his website for further ideas.

Members discussed the suggestions and thanked Mr Guest for his presentation. Members felt that the idea of a sculpture in Bodmin is a wider decision than just the council. Installation and maintenance would be the responsibility of Bodmin Town Council.

Cllr R Joshi proposed to defer this item until the next meeting. After consideration this proposal was withdrawn.

Cllr E Ahearn proposed for councillors to decide in principle whether Councillors wanted to vote on whether BTC would like a sculpture or not. Seconded by Cllr R Joshi. Members voted unanimously to take a vote.

Cllr E Ahern proposed that, in principle, BTC would like a sculpture in Bodmin, and therefore would need to engage with the local community, Town Team and Neighbourhood plan to decide on the design of the sculpture and where to site it.

Cllr Joshi seconded the proposal and was agreed by the majority. There were two abstentions.

It was **RESOLVED**, that in principle, BTC would like a town sculpture.

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Engagement with the local community, Town Team and Neighbourhood plan is needed to decide on the design of the sculpture and where to site it.

**FC.2023.117 To consider and resolve upon an extension to existing contract with Clifton Emery Design in accordance with Financial Regulations 11.1.1v, to progress phases 4 & 5 of the Neighbourhood Plan**

*Action items:*

It was **RESOLVED** to agree an extension to existing contract with Clifton Emery Design in accordance with Financial Regulations 11.1.1v, to progress phases 4 & 5 of the neighbourhood plan.

*Minutes:*

Discussions with BTC's auditors revealed an additional need to submit or extend financial waiver initiated at the start of the project. Cllr P Cooper proposed to agree to an extension of the existing contract and Cllr M Barbery seconded - all members present were in favour.

**FC.2023.118 To note the guidance process for budget provision requests for 2024/25 in accordance with powers and duties.**

*Minutes:*

The Chair emphasised to committee chairs that the budget setting will be taken in November Full Council so at the next committee meetings in September/October it is important that priority is given to where you want money spent under your delegated budgets and if you have any monies unspent in the current year that you wish to carry forward or allocate to projects that have not been completed that this done. At the budget setting meeting November, you will be able to make informed decisions in regard to keeping the precepts as low as possible.

Councillors were informed of the Extraordinary meeting of the Full Council to discuss budget setting to be held on 23rd November 2023 at 18.30. A meeting request will be sent by Admin as soon as possible,

The guidance process for budget provision requests for 2024/25 was Noted.

**FC.2023.119 To consider and resolve upon, if appropriate, a proposal to provide a grant towards a bus service scheme in Bodmin.**

*Action items:*

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It was **RESOLVED** upon in principle, that BTC would look to financially contribute towards a minibus scheme, subject to a feasibility study which would look at needs analysis, a group to manage the service who would take on compliance with ROSPA best practice.

*Minutes:*

Some councillors have previously expressed an interest in having a minibus service being provided in Bodmin for the community.

Applications have been made for funding by BTC and if successful match funding would be required of circa £50k which would not include maintenance, management, storage etc. Any amount of budget agreed for this project would be subject to the budget setting process in November 2023.

BTC does not currently hold any evidence to support the need for a specific community bus service provision in Bodmin. However, a Town Council cannot operate a bus service under the Powers to spend money on community transport schemes found within the Local Government and Rating Act 1997 s26-29.

It was noted the on the 7th July 2022 the Community Services Committee made the following resolution - "It was **RESOLVED** for Bodmin Town Council officers to conduct a feasibility study for a community minibus." The study paused when the project officer applied for SPF funding.

Majority of councillors were in support of a community mini bus scheme.

The Chair proposed, in principle, that BTC would look to financially contribute towards a minibus scheme, subject to a feasibility study which would look at needs analysis, a group to manage the service who would take on compliance with ROSPA best practice.

Cllr H Blacklaw seconded the motion which was supported by the majority of Councillors present the meeting.

**FC.2023.120**

**To consider adoption of a revision (specific public sector equality duty objectives) within Standing Orders BTC-SOV3.1. To resolve upon adoption of Standing Orders BTC SO V3.1 to include the following objectives. 1. To make fair financial decisions 2. To have due regard to eliminating discrimination through properly informed decision making through good equality information and analysis. 3.**

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To place the general equality duty requirements and equality considerations at the centre of policy formulation 4. To include the aims of the general equality duty as an integral part of the Councils decision-making. 5. To delegate policy analysis responsibility to the Policy and Resource Committee and include within its terms of reference accordingly.

### Action items:

It was **RESOLVED** to adopt the revision specific public sector equality duty objectives) within Standing Orders BTC-SOV3. To include the following objectives: 1. To make fair financial decisions 2. To have due regard to eliminating discrimination through properly informed decision making through good equality information and analysis. 3. To place the general equality duty requirements and equality considerations at the centre of policy formulation 4. To include the aims of the general equality duty as an integral part of the Councils decision-making. 5. To delegate policy analysis responsibility to the Policy and Resource Committee and include within its terms of reference accordingly.

### Minutes:

Bodmin Town Council together with all other public bodies, is subject to specific public sector equality duty objectives, and must agree annually a set of objectives. This set of objectives fits within the four-year strategic plan with the objective to eliminate discrimination through properly informed decision-making, good quality information and analysis being provided for that purpose.

Cllr Brown proposed to adopt the revisions to standing orders as listed, seconded by Cllr P Cooper and agreed by all members present.

**FC.2023.121**

**To consider and resolve upon the correspondence item regarding the houses to the rear of the former Barclay's Bank, Fore Street, Bodmin**

### Decision:

It was **RESOLVED** upon to agree the name of Treasury Court for former Barclays Bank, Fore Street, Bodmin

Town Clerk's Signature		Date:	
Chairman signature		Date:	
Matters of accuracy	Minute ref	Comment	Chairman signature

## Bodmin Town Council Minutes – Full Council meeting 17th August 2023

### FC.2023.122 CONFIDENTIAL MATTERS

*Decision:*

It was **RESOLVED** to move to confidential session.

*Minutes:*

The Chair closed the meeting at 21.15 to enable a comfort break to be taken.

Cllr J Gibbs left the meeting at 21.20

The meeting of the Full Council reopened at 21.24

Town Clerk's Signature			Date:	
Chairman signature			Date:	
Matters of accuracy	Minute ref	Comment	Chairman signature	

## List of action items Full Council Meeting 17 August 2023

Agenda item	Assigned to	Deadline	Status
FC.2023.105 List of actions from the previous minutes, for update			
414. It was RESOLVED that the action sheet from full council 17.08.2023 will be discussed at the next meeting of the policy and resource committee.	● Gooch (Senior Administration Assistant ), Mrs S	21/09/2023	<div></div> Pending
FC.2023.113 To consider and resolve upon an appropriate amendment to the model publication scheme to inform of charges for supplying agenda supporting documents should they be requested by members of the Public.			
416. It was RESOLVED that the agenda item 113 relating to the amendments to the model publication scheme is deferred to the next Policy and Resources Committee meeting	● Gooch (Senior Administration Assistant ), Mrs S	14/09/2023	<div></div> Pending
FC.2023.114 To consider and resolve upon the co-option of a new Council member. a) Applicant 1 b) Application 2			
415. It was RESOLVED that Mr Jody Renals was voted in favour by the majority present as the new co-opted Cllr in St Laurences Ward.	● Bidgway, Mr D	07/09/2023	<div></div> Pending
FC.2023.115 To consider and resolve upon a memorial bench application for the New Cemetery.			
417. It was RESOLVED to accept the memorial bench application for the new cemetery. Choice to be confirmed by resident from choices contained within the policy.	● Martin (Estates Manager), Mr S ● Perrin (Estates Administration Assistant), Mrs L	21/09/2023	<div></div> Pending
419. Memorial Bench Policy to be amended from Full Council approval to Policy and Resources Committee	● Martin (Estates Manager), Mr S	15/09/2023	<div></div> Pending
FC.2023.117 To consider and resolve upon an extension to existing contract with Clifton Emery Design in accordance with Financial Regulations 11.1.1v, to progress phases 4 & 5 of the Neighbourhood Plan			
418. It was RESOLVED to agree an extension to existing contract with Clifton Emery Design in accordance with	● Bright (CS Manager/Assistant Town Clerk), Mrs A	21/09/2023	<div></div> Pending

	Financial Regulations 11.1.1v, to progress phases 4 & 5 of the neighbourhood plan.			
FC.2023.119	To consider and resolve upon, if appropriate, a proposal to provide a grant towards a bus service scheme in Bodmin.			
420.	It was RESOLVED upon in principle, that BTC would look to financially contribute towards a minibus scheme, subject to a feasibility study which would look at needs analysis, a group to manage the service who would take on compliance with ROSPA best practice.	<ul style="list-style-type: none"> <li>Bright (CS Manager/Assistant Town Clerk), Mrs A</li> </ul>	16/11/2023	<ul style="list-style-type: none"> <li>Pending</li> </ul>
FC.2023.120	To consider adoption of a revision (specific public sector equality duty objectives) within Standing Orders BTC-SOV3.1. To resolve upon adoption of Standing Orders BTC SO V3.1 to include the following objectives. 1. To make fair financial decisions 2. To have due regard to eliminating discrimination through properly informed decision making through good equality information and analysis. 3. To place the general equality duty requirements and equality considerations at the centre of policy formulation 4. To include the aims of the general equality duty as an integral part of the Councils decision-making. 5. To delegate policy analysis responsibility to the Policy and Resource Committee and include within its terms of reference accordingly.			
421.	It was RESOLVED to adopt the revision specific public sector equality duty objectives) within Standing Orders BTC-SOV3. To include the following objectives: 1. To make fair financial decisions 2. To have due regard to eliminating discrimination through properly informed decision making through good equality information and analysis. 3. To place the general equality duty requirements and equality considerations at the centre of policy formulation 4. To include the aims of the general equality duty as an integral part of the Councils decision-making. 5. To delegate policy analysis responsibility to the Policy and Resource Committee and include within its terms of reference accordingly.	<ul style="list-style-type: none"> <li>Bidgway, Mr D</li> <li>Martin (Town Clerk), Mr P</li> </ul>	16/11/2023	<ul style="list-style-type: none"> <li>Pending</li> </ul>