

ST COLUMB MAJOR TOWN COUNCIL

Minutes of a Full Council Meeting of St Columb Major Town Council, held in the Council Chamber, Town Hall, St Columb Major, on Tuesday, 4th April 2023 at 7.00pm.

Present: Cllrs P Wills (Mayor), S Allen (Deputy Mayor), Mrs L Jiggins, B Daniels, Mrs F McLeod, S Culley, T Coad

In attendance: Mr M C Uren (Town Clerk)

197/22 **Mayor's Welcome:**

The Mayor, Cllr Wills, welcomed everyone to the Meeting.

i) **Housekeeping:**

The Mayor addressed Councillors, giving advice on emergency procedures, asking that all mobile 'phones be switched off, or turned to silent.

ii) **Diary Report from Mayor and County Councillor:**

Cllr Wills presented his report:

"Since we last met -

I attended the meeting of Chairs and Vice Chairs of the current "Network Panels," which will change to the new "Community Area Partnerships" in May of this year. Our new area will be the "Newquay, St Columb, Perranporth and St Agnes Community Partnership". The Chairs and Vice Chairs discussed, and agreed on, several points involving the setting up of these Partnerships as follows:

- **(1) Each Town & Parish Council's voting representative:**
Town & Parish Councils should be asked to appoint a named representative for the year, subject to the Town & Parish Council being able to send a substitute member, if the named representative is not available.
- **(2) Involvement of Partners:** CAPs should have local discretion to co-opt partners, and/or invite them to specific meetings, according to the issues in question.

- **(3) Who should be the voting members of the CAP:** Each Cornwall Councillor and Town & Parish Council within the CAP. In addition, that the terms of reference clarify, for the avoidance of doubt (a) that Cornwall Councillors cannot cast a vote on behalf of Town & Parish Councils within their Division (b) that Cornwall Councillors, who are also Town & Parish Councillors, can only vote at CAP meetings in their capacity as Cornwall Councillors (c) that Cornwall Councillors whose divisions are in more than one CAP, should have a full vote on each of those CAPs.

- **(4) Voting/Decision-Making (noting that CAPs do not have delegated functions)** CAPs should strive to reach a consensus on the issues they are considering. Accordingly, a formal vote will not normally be necessary, other than in certain circumstances [these will be specified in the draft terms of reference, which Chairs will be consulted on]. Where a vote is required, this should be on the basis of “One member, one vote” i.e. one vote for each Cornwall Councillor and Town & Parish Council within the CAP. Chairs will have a casting vote. CAP Members must be physically present to vote. [Clarification of the legal position on this matter will be sought]

- **(6) Number/type of meetings** [From the Cabinet report: “It is envisaged that the Partnerships will meet 6 times a year”]. CAPs should have local discretion to determine the number and format/mix [i.e. formal/informal of meetings they hold each year. Chairs discussed the various types of formal and informal sessions that could be held. Chairs accepted that there is a limit to the number of meetings that its members can attend, and that Cornwall Council can directly support. They accepted that there is benefit to programming meeting slots in the diary for forward planning purposes, provided that as proposed there is provision for extraordinary meetings, where business cannot wait until the next scheduled meeting. They supported the proposal that CAPs should have the ability to set up task & finish working groups, accepting that this also must be subject to resource constraints.

- **(7) Other detailed questions:**
 - Target meeting length? Overall View: This should be at each CAP’s discretion
 - Time of day for meetings? View: Evening meetings only, because of Town & Parish Councillor daytime commitments.
 - Restrict to specific days of week? View: Impracticable
 - Avoidance of CC/T&PC meeting clashes? View: Localism Team to make every reasonable effort to avoid full Town & Parish Council meetings and Cornwall Council meetings. Difficulty of this recognised.
 - F2F/Hybrid/Remote? View: CAPs should have discretion to decide whether each meeting is hybrid, fully remote (e.g. perhaps winter) or face

Public participation time? View: There should be provision for this.

Quorum: View: A third of the total CAP membership [total CAP membership = the Cornwall Councillors and Town & Parish Councils within the CAP]

Chair & Vice Chair:

- Should CAPs all have a Chair and Vice-Chair? View: Yes
- Who can hold these positions. View: Cornwall Councillors or named Town & Parish Council representative.
- Should there be a “No Confidence in the Chair” procedure? View: No
- Additional point: Cornwall Council/CAPs need to do more to advertise the fact that Town & Parish Councils can hold these positions and, where appointed, to support them in these roles

- **(8) Process relating to remaining funding within the Community Network Highways Scheme budget (for the period to March 2025 only)**

View:

- (1) Budget allocation: Remaining budgets should remain allocated to the Community Network boundaries
- (2) Recommending priorities for spend: Member/parish sub-group, based on Community Network boundaries, to make recommendation to CAP/s (who make final recommendation to Portfolio Holder post 2025)
- (3) Monitoring and evaluation: Use the existing reports i.e. monthly reports using the CN boundaries

- **(9) Process relating to Community Levelling Up Programme/Community Capacity Fund**

View:

- (1) Community Levelling Up Programme

Step 1: Officers evaluate Expressions of Interest (Eoi)

Step 2: Summary of Eoi emailed to CAP members, seeking views on whether Eoi should proceed to full application (short turnaround for responses)

Step 3: Summary of Application submitted to CAP Funding Panel to make recommendation to Cornwall Council (CAP Funding Panel, will have the option to refer to full CAP where appropriate in liaison with CAP Chair, so full CAP can make final recommendation)

Step 4: Sign-off by Cornwall Council

- (2) Community Capacity Fund Programme

Step 1: Officers evaluate application form

Step 2: Summary of application emailed to CAP members seeking views (short turnaround for responses)

Step 3: Summary of application submitted to CAP Funding Panel (CAP Funding Panel will have option to refer to full CAP where appropriate in liaison with CAP Chair, so full CAP can make final recommendation)

Step 4: Sign-off by Cornwall Council

(3) Interim arrangements for both programmes in event CAPs need to be consulted, on applications prior to 24 May 2023 *[The date on which Community Area Partnerships replace Community Network Panels]*

Step 1: Officer evaluation as above

Step 2: Summary emailed to Divisional Members/Town & Parish Councils in Community Network/s seeking views (short turnaround for responses)

Step 3: Application submitted to Divisional Members in Community Network/s to make recommendation to Cornwall Council

Step 4: Sign-off by Cornwall Council

Noted that Funding Panels will need reserve Members (e.g. in case a Funding Panel member has an interest in an application, and needs to withdraw).

- **(10) Inaugural session of each CAP (During period 24 May-31 July 2023)**

View:

- Should include Annual General Meeting, to allow election of Chair/Vice-Chair.

- Should include provision, broadly as proposed, for building working relationships, discussing how CAPs will carry out new roles, and briefing on area information

- Invitees: CLOs to consult members locally re appropriate invitees

I believe it's vital that each Parish and Town Council **MUST** make sure that they are represented at all CAP's meetings. I know that this is a bit long winded, but again I think CAP's are going to be a very important part of Council life moving forward.

I chaired a meeting with members of the Cornwall Councils Standards Committee Working Group on Harassment, Intimidation and Bullying, to look at ways in which Cornwall Council can offer help to ALL Councillors in Cornwall, who may feel they are or have been subject of any of the above. The key recommendations which will be put to the committee are.

- Removal of home addresses from the register of interests forms and websites – this will be voluntary
- Establishing a single point of contact (SPOC) within Cornwall Council, where reports of bullying, intimidation and harassment can be made. Simon Mansell will be the (SPOC)
- Establishing a single point of contact with the police – This will be looked at, taking into consideration the current policing situation, and lack of manpower. Should it be a very serious situation, Mr Mansell will have the ability to report to the police.
- Working with Group Leaders/Groups to discuss how debate can be robust, but not personal

- Organising training on how to depersonalise debate
- Engaging with local MP's – they may well be receiving abuse from the same people
- Cornwall Council formally adopting the “Debate not Hate” from the “Local Government Organisation” campaign, and this being part of email footers, compute desktops, press releases.

I was asked to judge the Easter Drawing Competition, held by the Columba Centre, for the under 2's and 2's to 10 age groups.

I attended St Mawgan Parish Council meeting and gave them my monthly briefing. St Wenn's meeting was cancelled.

I attended, via Teams, a meeting of the Constitution and Governance Committee, where changes to the Constitution (should the Level Three Devolution Deal go ahead) were discussed. Thank goodness the idea of a Mayor for Cornwall under that deal has now been thrown out. Cornwall Council will seek a Level Two Deal, without the need for a change in Governance, and an elected Mayor for Cornwall. This was confirmed today by the Leader of the Council and Chief Executive, at an All Members Briefing, which I attended”.

198/22 Public Forum:

There were no members of the public present.

199/22 Report from Police:

There was no Police presence, and no report had been received.

200/22 Apologies for Absence:

Apologies for Absence had been received from Cllr Mrs Fuery (unwell) and Cllr Whetter (other commitments).
Cllr Taylor was not present at the Meeting.

201/22 Members' Declaration of Interests:

i) Declarations of Interest, in accordance with the Agenda:

None

ii) Declarations of gifts to the value of £25:

None

202/22 **To confirm Minutes of a Full Council Meeting, held on 21st March 2023:**

The Minutes of a Full Council Meeting, held on 21st March 2023, were presented by the Mayor.

Cllr Wills proposed, Cllr Allen seconded, and it was RESOLVED that the Minutes be accepted. There were two abstentions.

The Mayor presented the Closed Session Minutes from the Full Council Meeting, held on 21st March 2023.

Cllr Wills proposed, Cllr Mrs McLeod seconded, and it was RESOLVED that the Minutes be accepted. There were two abstentions.

203/22 **Payment of Accounts – Members to Approve the Payment of Accounts to the end of March 2023:**

The Mayor proceeded to present the Accounts, paid up to the end of March 2023.

A number of comments were made about payments, and credits received.

Cllr Wills proposed, Cllr Mrs McLeod seconded, and it was RESOLVED unanimously to approve the Payment of Accounts, to the end of March 2023.

204/22 **Planning Matters:**

PA23/01846 – Listed Building Consent for erection of period style greenhouse – Rosewastis Farm, Newquay, Cornwall TR8 4LT – Mrs Victoria Rimmer

The greenhouse would not be attached to the Listed Building, so HEP are OK with this. However, Planning Permission will also be required.

Cllr Wills proposed, Cllr Daniels seconded, and it was RESOLVED unanimously to support the Application.

PA23/00601 – Erect a conservatory to rear of house – 10. Applewood, Barn Lane, St Columb TR9 6GR – Mrs Margaret Barnett

It was stated that this is a new development. The conservatory build to be carried out by St Austell Bay Plastics.

Cllr Wills proposed, Cllr Allen seconded, and it was RESOLVED unanimously to support the Application.

PA23/01502 – Outline application for the construction of two dwellings including access (all other matters reserved) – Land North of St Clement, Black Cross, Newquay, Cornwall – Mr and Mrs Whiting

There appear to be no problems with this Application. It is for Outline Approval only. The dwellings will be two-storey. It is, basically, “rounding off”.

Cllr Daniels proposed, Cllr Wills seconded, and it was RESOLVED unanimously to support the Application.

PA23/02133 – Variation of Condition 2 (approved plans) of Application No. PA21/03116 dated 23rd June 2021 (Removal of roof to first floor. Creation of first floor external amenity space and screening with new access door formed in gable. Replacement timber doors/windows and repointing of existing stonework) – The Old Seed Store, West Street, St Columb, Cornwall – Mr and Mrs Gareth Thyer

This will definitely represent an improvement to the current accommodation.

Cllr Wills proposed, Cllr Culley seconded, and it was RESOLVED unanimously to support the Application.

PA23/02507 – Proposed rear 2 storey extension – 19, Town Trees, Higher East Street, St Columb, Cornwall – Mr and Mrs Chris Mace

There appear to be no issues here. This would be creating a more liveable, and practicable home.

Cllr Allen proposed, Cllr Culley seconded, and it was RESOLVED unanimously to support the Application.

205/22

Town Hall – Windows:

The Town Clerk gave an update on the replacement of the windows at the rear of the Town Hall. We have received a letter from Planning, stating that consultation responses have been received from Historic England, and the Historic Environment Planning Team, which, in essence, are objecting to our Application for Listed Building Consent. The content of both responses were precised, and explained to Members. Basically, we

can only replace “like for like”. The windows are now in such a bad state, that they cannot be repaired, which is what had been suggested by HEP. Members think that a site visit should be held, whereby the complainants, and the Planning Office, can see for themselves the problems that we have. Members confirmed that, in their opinion, it is a Health and Safety consideration, and if agreement is not reached, then it would be in the hands of the Planning Authority if anything untoward were to happen. Members also agreed that we should request an extension of time. We are also awaiting a survey report on the windows, from the contractors who actually replaced them back in 1992. It is also anticipated that this firm, from St Austell, will be able to quote for replacing the windows “like for like”.

206/22

Town Hall – Roof:

The Town Clerk informed Members as to exactly where we are with regards to the re-roofing of the Town Hall. We have received a response today from County, advising us that we have been unsuccessful with our application for a grant from the Community Levelling Up Programme. We have now obtained his fees from the Surveyor, which amount to approximately £15,000 (+ £2,000 if any meetings are required with the Town Council). These include writing the specification, organising the tender process, and basically, “Project Managing” the work. Taking into account the estimated cost of the actual re-roofing work, we are looking at approximately £200,000 for the whole project. If we decide to postpone the work for another year, the Surveyor has some concerns. He states - “As long as the Town Council keep an eye on things in the roof, and strengthen any rotten rafters as we need to, like we did last year, hopefully the foam will still keep the slates in place for another year. What is unknown, is whether any slates could slip off during bad weather. Not such an issue on the front parapet side, but nothing to stop them falling to the ground, or hitting someone, on the rear, and the car park end. My advice is to get these slopes sorted out as soon as possible, even if the parapet sides are left for another year”. Members debated this matter for some time, and it was eventually agreed, that we should try to source a Loan from the Public Works Loan Board for £200,000. We continued to discuss how we could finance this, and looked at the possible ways forward. It was proposed by Cllr Wills, seconded by Cllr Mrs McLeod, and RESOLVED to apply for a Public Works Loan for £200,000. There was one abstention.

207/22

Road Traffic Order:

The Town Clerk gave an update as to exactly where we are with regards to the Road Traffic Order, and the double yellow lines being proposed. Responses from Cormac to our various requested amendments were

explained, and agreed. Members were advised as to the possible time scale for the next stages. Hopefully the work should be completed in September 2023. Cllr Daniels expressed concern, as to how the residents on the impacted roads would react. Members agreed that Cormac should be informed to proceed as soon as possible.

208/22 **King's Coronation Concert:**

Cllr Wills advised that the Coronation Mugs have now arrived. 365 will be taken to the Academy, while local hostelrys, and shops, have been given a number, to see if they can sell them, at £3.00 per mug.

With regards to the actual Concert, everything has been booked. That is, in fact, all the Acts, the Security, the Portable Toilets, the Stage, the Generator, the Skip, and the Fireworks.

209/22 **Annual Parish Meeting:**

Members were reminded that the Annual Parish Meeting is scheduled to take place on Tuesday, 18th April at 7.00pm. It is hoped that all Members will be able to attend.

210/22 **Bowling Club:**

The Town Clerk advised that the replacement of the fencing on the far side of the bowling green has been completed. Repairs to the front part of the flat roof have been undertaken. Repairs to the flat roof at the back of the Bowling Club are in the process of being carried out.

211/22 **Correspondence:**

The following items of correspondence have been received:

- a) PSE Online Newsletter #378
- b) Town and Parish Council Newsletter – 10th March 2023

212/22 **Any Other Business**

- a) Cllr Wills explained about the wall opposite Co-op, which had been knocked down by a vehicle. It will be repaired this weekend, and the culprit, identified in our CCTV, has agreed to pay for the repairs.
- b) Cllr Allen wondered whether we will be able to receive any Police Crime Reports at all in the not too distant future. The Town Clerk explained that the Police were having problems with a new computer system, but that he would chase them again.

- c) The Town Clerk advised, that under the terms of the Lease with Wesley Place (St Columb) Limited, the rent has been increased, in accordance with the retail price index prevailing on 1st January. The revised annual rate will now be £15,943 per annum.
- d) We have received a CALC Membership Invitation. Members agreed that we should not join CALC at the present time.
- e) We have received documentation regarding Cornwall Legal Service Level Agreement for 2023/24. Members agreed that as long as we do not have to pay out any money “up front”, they could see no reason why we should not enter into a Service Level Agreement with Cornwall Legal Services.
- f) The Town Clerk advised that a draft Lease has been sent to the Oasis Centre, for them to review.
Our Handyperson is currently carrying out internal redecoration of the property. The Oasis Centre themselves will be redesigning, and installing the new kitchen area. We have agreed to look into altering the toilet provision, and providing a disabled toilet with wheelchair access. Hopefully, our Handyperson will be able to undertake this work. However, if we need to employ a Contractor, we may be looking to obtain a grant from Screwfix to cover the costs.
- g) Cllr Daniels just wondered whether we are still checking on the state of the Youth Club building. The answer was yes, but we will be inspecting again very soon.
- h) The Town Clerk explained that there had been a slight problem with payments made, or indeed not made, for insurance. It would appear that we have not made any payments since the beginning of September 2022. The matter has been checked with our Insurers (Gallaghers), who have confirmed that we have, and still are, covered, but it also looks to them as if their Agents have not requested any monies from us. Hiscox, Gallaghers Agents, have now responded, and we will pay what we owe them, in instalments over the next five months.

213/22

Date of Next Full Council Meeting:

The date of the next Full Council Meeting is scheduled to take place on Tuesday, 9th May 2023 at 7.00pm. This is the Annual Meeting of the Town Council.

The Meeting ended at 8.15pm.

Dated: 9th May 2023

Signed: