

MINUTES of the ORDINARY MEETING OF ST JUST-IN-PENWITH TOWN COUNCIL  
held in the Library, St Just on Monday 27<sup>th</sup> January 2020 at 7.15pm

Present

Marna Blundy            Town Mayor  
Sue James                Deputy Mayor

Councillors

Farmer Morris            Brian Clemens  
Jonathan Manser        Grenville Prowse  
Constance Moore        Louise Paine  
Daisy Gibbs              Chris Denley

The Town Mayor extended a warm welcome to the newly elected Councillor Denley.

TC.259            Public Address at Council Meetings

The clerk advised that no requests to address the council had been received by the appointed time.

TC.260            Apologies for Absence

All present.

TC.261            Declarations of Interest

No declarations of interest were made.

TC.262            Dispensations

No requests for dispensation had been received.

TC.263            Minutes

**RESOLVED:** That the Town Mayor signs as a true and accurate record the Minutes of the Ordinary Meeting of the Town Council held on 13<sup>th</sup> January 2020.

TC.264            Matters Arising

TC247:

The Mayor advised that the defibrillator had now been transferred to The Commercial Inn and the clerk would ensure that regular testing of the equipment, to include the device located in Pendeen, was carried out and that relevant parties were made aware of the transfer.

TC251:

With regard to papers attached to the creation of a Neighbourhood Plan, the clerk advised that sufficient storage space had been found for the retention of questionnaires which needed to be held until the Plan had been adopted. It was noted that the questionnaires were 'anonymous' with no means of identification to any individual so their eventual disposal would not need to involve shredding.

Finance

a) Accounts for Payment

**RESOLVED:** To approve the accounts for payment as set out on the attached schedule.

b) Grant applications

No applications had been received.

c) Budget Setting

The Clerk advised that three issues had been raised following detailed discussion of the Draft Budget at the meeting held on the 13<sup>th</sup> January namely the Grants Budget, the Neighbourhood Plan and CCTV.

The last item CCTV had been listed for confidential discussion but it was agreed that it could be dealt with in open forum.

Note 12) Grants – General

Councillor James had raised the previous commitment by the Council to support the Community Cemetery project in the sum of £2000 per annum over the next 3 years and it was agreed that the annual request for support would be fielded from the General Grants allocation.

Note 25) Neighbourhood Plan

The clerk advised that he had met with Judith Summers to discuss the expenditure involved in the production of the Neighbourhood Plan. Costs incurred by the group earlier in the year and prior to approval by the grant giving authority had already been discussed and covered by the Council. Planned expenditure had been identified and the group had received approval from the funder to proceed and grant aid would be made to the Council to cover these costs and no budgetary provision was required to be made in the ensuing financial year.

Note 29) CCTV

Councillors referred to previous discussions and decisions relating to the provision of CCTV in the town and Councillor Clemens reminded members of an invitation to attend the Control Centre at Tolvaddon where the monitoring of cameras for those towns in the partnership took place. Unfortunately only he and the Locum Clerk at the time had been available to attend and the effectiveness, but also the costs of participating in the partnership, had been reported back to the Council. The Council had decided to remain with the existing system which involved cameras in The Square and a recording facility in the Council offices which had proved useful from time to time to the PCSO and colleagues in relation to a number of incidents although it was acknowledged that the images were not of evidential quality for use in court proceedings.

It was noted that there had been limited expenditure on the maintenance and upkeep of the present system and the costs of upgrades and renewals and the transfer of electrical and transmission infrastructure had not been determined but the PCSO had indicated in an email to the Mayor that it would be considerable.

The Mayor then asked for a vote to establish the general view on the provision of CCTV but advised that this would not be binding and that further investigation of costs would be required to inform a further debate in the forthcoming year.

The vote showed that at the present time, and based on the limited information available, 3 members supported CCTV, 6 were against and 3 abstained.

**RESOLVED:** That a report be tabled for discussion in 20/21 to include information from the police on the use and effectiveness of the present system, that a condition survey be carried out on equipment with the number and location of cameras, estimates for replacement and upgrades of the existing equipment and the costs of the transfer of the recording and monitoring facility to the library. The Police and Crime Commissioner should also be approached to establish the level of grant aid which might be available to support any proposed upgrade.

The report should also provide information on the Tolvaddon system in terms of its use in enabling a rapid response to incidents and also detail of the use of evidential images and successful prosecution rates. It would also assist debates if Home Office research was able to indicate the effectiveness of CCTV with comparisons between areas where it is in use, against those where it is not, which may shed light on its preventative value.

Turning to the budget and proposed Precept, the clerk advised that in the light of detail not shown on the monitoring spreadsheet from which figures had been taken, it would be necessary to amend the current year's figures both in terms of the actual spend and anticipated expenditure to the financial year end.

The amendments would be to the Gross Salary line which would now be increased to a sum above the original figure meaning that the projected underspend would not now be available to support additional election costs. It would be necessary therefore to reduce the Pendeen Playpark figure from £20,000 to zero and to vire this sum to support the shortfall in other headings to include salaries and the elections.

However, the Clerk was able to confirm that the £30,000 for Pendeen Playpark in the 20/21 budget would remain and that by the 1<sup>st</sup> April 2021 sufficient monies should be available to commence planning of the refurbishment/renewal of the equipment and safety surfaces at that location.

Returning to the budget overall, the clerk advised that there were no revisions to be made to the proposed figures for 2020/21 and the resultant Precept and it was

**RESOLVED:** The revisions to the current year figures are approved and that the Precept for the ensuing year should be set in the sum of £259,359 representing an increase of 15.09% over the current year. In actual terms this would give rise to an increase of £20.16 for a Band D property equating to £1.68 per month.

TC.266

### Planning

Sue James read the following statement:

*As both a Cornwall Councillor and Town Councillor for the St Just-in-Penwith Division, I wish to make clear that any views and opinions expressed today will not affect my decision-making at a later stage of the planning process when I might have different information and be in a different role.*

#### **a) Applications**

1. PA19/09154

Proposal: Construction of a single detached 2 storey dwelling. Location The Radjel Inn Boscaswell Terrace Pendeen

**RESOLVED: NO OBJECTION**

2. PA20/00126

Proposal: Construction of external staircase with terrace/balcony area, replacement windows, roof covering and associated work. Location The Old Stores St Just

**RESOLVED: NO OBJECTION IN PRINCIPLE BUT THE TOWN COUNCIL REQUESTS THAT DUE WEIGHT AND CONSIDERATION IS GIVEN TO THE COMMENTS OF NEIGHBOURS**

#### **b) Decisions**

1. PA19/06942

Retention of existing caravan for residential purposes subject to 106 Agreement Location: Land and Caravans at Balswidden St Just.

**WITHDRAWN**

2. PA19/08701

Retention of two storage containers with central covered agricultural store Location: Little Brea Farm Kelynack St Just

**APPROVED**

3. PA19/08967

Demolition of existing conservatory and construction of new 2 storey extension and replacement conservatory Location 20 Regent Terrace St Just

**APPROVED**

4. PA19/09923

Certificate of lawfulness for existing use for The Chalet as a single dwelling Location: The Chalet Kelynack Caravan Park St Just

**GRANTED (CAAD's, PIPS AND LUs only)**

5. PA19/10012

Proposed garden room extension to front elevation of barn  
Location: Roosters Roost Tregiffian St Buryan

**APPROVED**

**C) Appeals**

None

TC.267

Library

The mayor advised that although the physical move to the library had been challenging, it had been completed over a two day period following several days of packing up and sorting at the old office building. The Mayor complimented the removal firm, staff and councillor Gibbs who had assisted her over a number of days and she was pleased to report that virtually everything that had been transferred had been housed within the newly constructed cupboards in the meeting room providing ample capacity for both archive materials and office consumables.

The Mayor was also pleased that the majority of items which were surplus to requirements were being given new homes and purpose by a number of community groups. There remained the disposal of a large display pin board and Cornwall Council had agreed that the large butlers cupboard could remain at the previous office to be offered to the new owner but with disposal remaining the responsibility of the Town Council within 7 days if it was not required.

The lettering on the old office had been inspected by Matt Myers who felt that it could be removed without damage to the surface of the building and at no cost to the Council.

With regard to the provision of new noticeboards, the clerk had examined online information from a number of manufacturers and 3 boards in powder coated aluminium could be obtained at a cost of £435 per board which was just over the guide budget of £1,200. Two boards would be mounted at the library and the third on the toilet block at Pendeen.

**RESOLVED:** To purchase the boards as outlined above.

With regard to booking the library it was agreed that this would continue through existing staff with the diary in respect of booking the meeting room being handled by Council staff..

On the issue of the proposed variation to the Deed of Transfer it was felt that any reference within the document to the provision of Information Services should be removed.

TC.268

Staffing

The Chairman of the Staffing Committee was pleased to report that interviews had been conducted on the 17<sup>th</sup> January and despite a number of candidates withdrawing, it had been possible to make an appointment. Mr Cas Leo, a previous Locum Clerk had been appointed and would commence his duties on the 20<sup>th</sup> February.

With regard to the recruitment of volunteers for the library, Councillor Manser advised that interviews would be conducted on Wednesday 29<sup>th</sup> and that on the issue of cover for leave, both holiday and sickness, investigations were continuing to establish the procedures in other libraries while noting that it was the intention to provide training to other council staff to assist in this matter.

TC.26 I,

Information Items and Matters to Report

Councillor James referred to the information which had been copied to members in relation to CoCars which is a scheme to provide for the hire of electric and hybrid vehicles and bicycles. The project would require the vehicle to be underwritten in the sum of £8,500 which could be shared with another council but at this point the request was to allow for a survey to be advertised on the Council's website and Cocars would be advised that any financial support would be a separate decision for the Council.

Councillor James also referred to the invite from the Army Recruitment service which had been copied to all councillors and she asked any member who wished to accompany her to get in touch.

Councillor Moore advised that the schedule of meetings contained an error in the date of the second April meeting and the clerk advised that this would be corrected.

Councillor Prowse referred to the Tour of Britain and the Council's involvement and it was agreed that this matter would be tabled for discussion at the next meeting.

Councillor Paine advised that she had attended the recent meeting of the Tin Coast Partnership and there had been useful discussion and input to the TCP website.

Councillor Paine also advised of an approach from a former employee of Warrens who was experiencing particular difficulty in terms of redundancy and benefit payments. Councillor Paine had offered what support she could through signposting to support organisations such as the Citizens Advice Bureau.

Councillor Clemens provided a report following his attendance at the Network Community Panel meeting held on the 16<sup>th</sup> January. Simon Mould, the Service Director for Communities, gave an overview of Cornwall Council's priorities and budget for the coming year. He highlighted areas where monies have been targeted including mental health, elderly care provision as well as children and young people. Simon would be the new CLT contact and will be attending pre CNP meetings to assist James Hardy and Councillor Clemens in speeding things up and doing some of the legwork for James and CNP staff.

Samantha Groom provided an update on the Tour of Britain preparations and advised that, as mentioned above, Councillor Prowse as the Council's representative on the organising committee will keep members up to date on a regular basis.

James Hardy provided those present with an update on highway schemes from the last year and advised that work had been taking place towards the selection of new schemes for the forthcoming year.

The Network Panel is still looking to take meetings out into the community on a rotational basis.

Councillor Clemens also advised that Mr Robert Matthews, a prominent supporter and worker with St Just in Bloom was unwell and had been admitted to hospital in Bristol. It was agreed that the clerk would arrange for a card to be sent to Mr Matthews on behalf of the Council.

The meeting closed at 8.45pm.

Chairman's signature \_\_\_\_\_ Date \_\_\_\_\_