

**MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL held on MONDAY 17<sup>th</sup> JULY 2017 in the Council Chamber at the St Austell One Stop Shop, Penwinnick Road, St Austell at 6.05pm.**

**Present:** Councillors: Bishop, Brown, Bull, Cohen, Colwill, French, Hanlon, Heyward, Jones, King, Krishnan, Lanxon, Leonard, Oxenham, Palmer, Pearce, Rees, Styles and Walker (Chair).

**In attendance:** David Pooley (Town Clerk), Sara Gwilliams (Deputy Town Clerk), Steve Skinner (Operations Manager).

**C/17/23) Apologies for absence**

Apologies for absence were received from Councillor Pears.

Councillor Heyward advised that she needed to leave at 7pm.

**C/17/24) Declarations of interest and gifts or hospitality**

The Town Clerk declared an interest in Staffing Committee Minute Number S/17/10 on behalf of the three officers present.

**C/17/25) Dispensations**

There were no requests for a dispensation.

**C/17/26) Minutes of Meeting held on 15<sup>th</sup> May 2017**

Councillor Jones asked that minute number C/17/04 be clarified in that he was a Member of STAR that worked closely with the Friends of Menacuddle Well.

It was **RESOLVED** that subject to the above amendment, the minutes of the meeting held on the 15<sup>th</sup> May 2017 be approved and signed as a correct record.

*\*\*Councillor Lanxon arrived\*\**

**C/17/27) Matters to Note**

The Town Clerk advised that St Austell Healthcare Patient Participation Group has confirmed that it only requires one Town Council representative at its meetings for the time being.

**C/17/28) Mayor's announcements**

None.

**C/17/29) Public Participation**

Mrs Wendy Earl advised that the CALC Larger Town Council minutes refer to EU funding for green infrastructure for seven towns but not St Austell and suggested that the Town Council could put pressure on Cornwall Council to see if they would be interested in funding Menacuddle Well as a Cornwall Council owned asset.

Mrs Earl also expressed her concern with regard to the hospital facilities available in St Austell and asked if the Town Council could contact the Community Trust to ascertain their plans for the hospital and whether there was any scope for a 24-hour hospital service in the town which in turn could help to alleviate the pressure on Treliske.

It was **AGREED** that the Town Clerk would correspond with the appropriate organisations as suggested above.

### **C/17/30) Members' Questions**

There were no questions from Members.

*\*\*Councillor Brown arrived during the next item\*\**

### **C/17/31) Police update**

The Chairman welcomed Helen Toms, ASB Caseworker to the meeting.

Ms Toms explained that she is the ASB Caseworker for St Austell and five other towns in South East Cornwall and that she is working closely with the Police on a number of issues in St Austell including begging. Her work over the last few weeks has included patrols with Addaction and the Police, talking to traders and encouraging people to report crime through the official reporting channels. Ms Toms explained that the homeless figures in St Austell had risen slightly and that she was currently working with Sanctuary Housing to try and prevent a potential further increase in these numbers. Ms Toms explained that her door was always open and that her e-mail address and mobile telephone number could be obtained from the Deputy Town Clerk should Members wish to contact her direct about an ASB issue.

Members raised the following issues/concerns:

- The role of an ASB caseworker
- That begging appears to be worse in other towns
- The rise in the homelessness figures in St Austell

The Chairman thanked Ms Toms for her interesting update and suggested that she might like to return to the Council towards the end of the year to provide a further update to Members.

### **C/17/32) David Rodda, Rural Delivery Manager, Cornwall Development Company**

The Mayor welcomed David Rodda to the meeting. Mr Rodda provided a presentation on community led local development. He explained the composition and role of the Local Action Group in identifying and assessing potential schemes which may be eligible for funding. He advised that Cornwall Development Company were the accountable body for funding which was primarily made up of European Regional Development Fund (ERDF) and European Social Fund (ESF) funding. He recommended that Members review the local development strategies which outline the priorities for support in each area. He stressed that all projects supported will have to demonstrate how they will impact on the people living in the most deprived areas.

Mr Rodda stressed the need for projects to be brought forward for the St Austell area and hoped that members would help identify and encourage projects to be brought forward.

Mr Rodda offered to make his presentation available to the Clerk for circulation to Members.

The Mayor thanked Mr Rodda for his interesting presentation.

### **C/17/33) Planning Applications**

**PA17/05616** Higher Trewiddle Farm, St Austell, Cornwall, PL25 5DA. Deed of modification to planning obligation dated 20/01/2017 relating to decision PA14/12161.

The Chairman welcomed John Marshall, Abe Simpson and David Simpson to the meeting.

Mr Marshall explained that the planning application before Members was a technical amendment to the Section 106 agreement in relation to the Highways contribution and would enable the applicant to split the phasing of the whole site into residential and retail/commercial. The current Highways agreement requires payment of the whole transport contribution up front before commencement of development but if approved, the new agreement would enable the development to come forward at different stages.

The Town Clerk advised that the Case Officer and Cornwall Council's legal team are happy with the proposals and confirmed that the other Section 106 contributions would not be affected by this change.

It was **RESOLVED** to make no objection to this application.

*\*\*Councillor Brown abstained from voting on this item\*\**

### **C/17/34) Bank Mandate**

The Clerk advised that Councillors Bull, French and Palmer are the current signatories on the Council's Bank Account following the deletion of Councillor Keast due to his resignation at the last elections. He explained that it would be helpful to have the Mayor and Deputy Mayor as signatories as weekly meetings take place with these Councillors and would offer a convenient time for cheques to be signed.

It was **RESOLVED** that Councillors Walker and King should be added to the list of approved Bank signatories.

### **C/17/35) Grounds Maintenance**

The Operations Manager advised that the consultation for the Meadows play area was currently with Bishop Bronescombe School and that he was due to collect the comments towards the end of the week. He explained that the grass cutting across the town continues on a three-weekly cycle but that the men were at capacity especially during periods of holiday and sickness and that the approval of extra resource later on the agenda would be very welcome. Overall, the service continues to work well with lots of positive comments still being received about the grounds maintenance improvements to date.

Arising from a question, the Town Clerk advised that the Bethel Ward Members and Chairman and Vice-Chairman of the Communities Committee would be consulted on the designs for the new play equipment at the Meadows once the comments have been received back from the school.

It was **RESOLVED** to note the report.

### **C/17/36) Electoral Review in Cornwall Council**

Councillor Brown advised that he was the Chairman of Cornwall Council's Electoral Review Panel which at its meeting on 11<sup>th</sup> July 2017 had resolved to recommend to Council that a submission be made to the Local Government Boundary Commission for England reconfirming the Council's previous submission for a Council size of 99.

*\*\*Councillor Heyward left the meeting\*\**

Members raised the following issues/concerns:

- Whether a reduced number of 87 would create an impetus for more forced devolution;
- That Cornwall could end up being the least democratically represented area in the country if a reduction to 87 Councillors was implemented;
- The difficulties in representing a rural ward;
- The potential for a significant increase in casework for Councillors
- The potential to re-name "St Austell Bay" Ward and/or division during the review to alleviate confusion with the Parish of the same name.

It was **RESOLVED** that the Clerk should respond to the consultation recommending that Cornwall Council should continue with 123 Councillors but if this was not possible the Town Council would support a minimum of 99 Councillors.

### **C/17/37) Terrestrial European Sites Mitigation Supplementary Planning Document**

It was **RESOLVED** that the Clerk should respond to the consultation along the following lines:

*While not being directly affected by the European sites, the Town Council supports the proposals within the document. Given the potential Special Protection Area, to the south of St Austell, further development should be accompanied by significant improvements to the sewerage system which it is believed has discharged in to St Austell Bay on a number of occasions due to extreme flows in recent years.*

### **C/17/38) Biodiversity Supplementary Planning Document**

It was **RESOLVED** that the Clerk should respond to the consultation confirming the Town Councils support for the proposals within the document.

### **C/17/39) Small Grants Scheme**

It was **RESOLVED** that the sum of £250 should be granted to 4FS by way of funding for their "summer dance intensive" in the town.

### **C/17/40) Whitegold Festival – 2017**

The Clerk advised that due to a funding shortfall the proposed Whitegold Festival was having to be scaled back quite significantly and agreement was being sought by SABEF for the Town Council's £2,500 grant to remain. The Clerk further advised that one of the conditions of the grant approved earlier in the year indicated that the Town Council had the right to clawback the funding if the event did not go ahead.

Members expressed their disappointment that the project was not going ahead on the scale anticipated but expressed their support for the continuation of the event for this year, albeit on a scaled down basis with a review to be undertaken thereafter.

It was **RESOLVED** that the £2,500 granted to SABEF for the Whitegold Festival 2017 should remain.

*\*\*Councillor King voted against this decision\*\**

*\*\*Councillor Bull abstained from voting on this item\*\**

### **C/17/41) Members appointed to outside bodies update reports**

Councillor Palmer advised that the St Austell BID has obtained planning permission to erect banners on Trinity Street and that the questionnaires returned to date have all been positive.

Councillor Brown outlined SABEF's ambitious greening project which was launched recently at the Brewery Visitor Centre and drew Members' attention to the powerpoint presentation circulated with the agenda.

Councillor French advised that he is on the South Devon & Cornwall Mine Heritage Board.

Councillor Oxenham reiterated the need to engage with and encourage local businesses to apply for the LAG funding previously outlined by Mr Rodda.

### **C/17/42 Cornwall Councillor update reports**

Councillor Brown advised that the new administration in Cornwall Council had put St Austell in a very strong position in that himself, Councillor Bull and Councillor Heyward all had influential committee positions. He expressed concern about the changes in planning policy that are due to be announced by the Government, complications with proposed changes to the business rates system (an initiative that Cornwall Council has volunteered to pilot) and the apparent slippage of the NHS Sustainability and Transformation Plans.

### **C/17/43) Schedule of Payments**

It was **RESOLVED** that the Schedule of Payments for the period 9<sup>th</sup> May 2017 to 11<sup>th</sup> July 2017 totalling £312,209.82 be approved.

### **C/17/44) Community Committee**

It was **RESOLVED** to note the minutes of the Community Committee meeting held on the 5<sup>th</sup> June 2017 and approve the **RECOMMENDATIONS** contained therein.

Arising from the above, Councillor Jones advised that the Tree Charter signature book is now in the library and encouraged all Councillors to sign up.

### **C/17/45) Planning and Regeneration Committee**

It was **RESOLVED** to note the minutes of the Planning and Regeneration Committee meeting held on the 19<sup>th</sup> June 2017.

### **C/17/46) Finance and General Purposes Committee**

It was **RESOLVED** to note the minutes of the Finance and General Purposes Committee meeting held on the 3<sup>rd</sup> July 2017.

### **C/17/47) Staffing Committee**

It was **RESOLVED** to note the minutes of the Staffing Committee meeting held on the 7<sup>th</sup> July 2017 and approve the **RECOMMENDATIONS** contained therein.

### **C/17/48) To consider excluding the press and public**

It was **RESOLVED** that under Section 1 (ii) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the remainder of the business of the meeting in view of the confidential nature of the business to be transacted.

### **C/17/49) Staffing matters**

The Clerk introduced a report which had been produced to address issues identified by the Staffing Committee at its meeting on 7<sup>th</sup> July 2017. The report addressed a number of issues including the workloads of senior staff, the hours of the Administrative Assistant/Mayor's Secretary and the administration of Council/Committee meetings.

It was **RESOLVED** that:

1. The Clerk be authorised to increase the Administrative Assistant/Mayor's Secretary hours if deemed appropriate following a review of the workloads of the 8-library staff due to transfer across to the Town Council in September;
2. Members note the review of the committee administration and authorise the training of the Administrative Assistant/Mayor's Secretary as outlined;
3. A review of the administrative support and workloads of the Council's staff be undertaken and a report be brought back within 3 months.

*\*\* The Town Clerk, Deputy Town Clerk and Operations Manager left the meeting \*\**

Members discussed the unused holiday entitlement of the Town Clerk and Deputy Town Clerk and the levels of pay of each of the office based staff.

It was **RESOLVED** to award each of the office based staff an increment with effect from 1<sup>st</sup> August 2017;

It was further **RESOLVED** to award the Town Clerk and Deputy Town Clerk honoraria of £1,000 and £600 respectively in lieu of the annual leave entitlement which would be lost.

*\*\* The Town Clerk, Deputy Town Clerk and Operations Manager returned to the meeting\*\**

### **C/17/50) Dates of Meetings**

It was noted that the next Town Council meetings were due to take place on Monday 18<sup>th</sup> September 2017 and Monday 30<sup>th</sup> October 2017.

The meeting closed at 8.30pm