

**MINUTES of ST AUSTELL TOWN COUNCIL COMMUNITY COMMITTEE held on MONDAY 4<sup>th</sup> JUNE 2018 at the Stable Block, Pondhu House, Penwinnick Road, St Austell, PL25 5DP at 6pm.**

**Present:** Councillors: Bishop, Brown, Bull, Cohen, Colwill, Heyward, Jones, Leonard, Pearce, Pears, Rees, Styles and Thompson.

**Also Present:** Councillor French, Councillor Lanxon, Terry Shaw (Senior Library and Information Assistant), Helen Barden (Library and Information Assistant).

**In attendance:** David Pooley (Town Clerk), Sara Gwilliams (Deputy Town Clerk).

**CC/18/01) Election of Chairman**

It was **RESOLVED** that Councillor Styles be elected Chairman of the Community Committee for the 2018/19 Civic Year.

**CC/18/02) Election of Vice-Chairman**

It was **RESOLVED** that Councillor Colwill be elected Vice-Chairman of the Community Committee for the 2018/19 Civic Year.

**CC/18/03) Apologies for absence**

Apologies for absence were received from Councillors Hanlon and King.

The Clerk advised that Councillor Brown would be arriving late.

**CC/18/04) Declarations of Interest**

Councillor Styles declared an interest in agenda item 13 (Small Grants Scheme – St Austell Wheelers Cycling Club) by virtue of being a member of the St Austell Wheelers.

Councillor Pears declared an interest in agenda item 13 (Small Grants Scheme - St Austell BID) by virtue of being a BID Board Member.

**CC/18/05) Dispensations**

There were no requests for dispensations received.

**CC/18/06) Minutes of the Meeting held on the 9<sup>th</sup> April 2018**

It was **RESOLVED** that the minutes of the meeting held on the 9<sup>th</sup> April 2018 be approved and signed as a correct record.

**CC/18/07) Matters to note**

Councillor Heyward advised that the owner of the car park in High Cross Street has contacted the leaseholder to ask them to tidy the area up.

The Town Clerk advised that he has submitted an application to the Police & Crime Commissioner for funding towards the upgrade and replacement of cameras in the town centre.

The Town Clerk advised that the Community Network Panel met recently, and that a list of highways schemes has been sent to Rachel Tatlow, Cornwall Council Highways & Environment Manager to assess and cost up each scheme. He added that if any Member wished to volunteer for the Community Speedwatch training, they should contact Lisa Grigg by tomorrow (5<sup>th</sup> June).

Arising from the above, the Town Clerk **AGREED** to ask Helen Nicholson to clarify with the Cornwall Councillors the number of volunteers signed up to the scheme.

Councillor Styles advised that the Trinity Street bus shelter has been re-painted and is now graffiti free.

### **CC/18/08) Public Participation**

There were no members of the public present.

### **CC/18/09) Zoe Gofton, Community Safety Officer (Mid Cornwall)**

The Chairman welcomed Zoe Wonnacott (nee Gofton) to the meeting.

Zoe advised that she is the Community Safety Officer for Mid Cornwall covering the towns of Truro, Falmouth, St Austell and Newquay. She chairs the Safer St Austell Team and works closely with other statutory services such as the Police. She advised that the Safer St Austell Delivery Plan has recently been updated, and now takes into account feedback from local residents and crime statistics and concentrates on tackling criminal activity such as shoplifting, ASB in young people, drug litter, domestic abuse and street drinking. Latest initiatives include town centre walkabouts and awareness campaigns encouraging people to report ASB. She added that initiatives are being looked at outside of the town centre as well as ways of looking at changing the negative perception of crime in St Austell.

Members raised the following queries/issues:

- The increase in begging;
- What the group was doing to tackle domestic violence;
- How homeless cases are dealt with;
- The importance of encouraging the public to report crime;
- The need to change the negative perception of crime in the town;
- Whether any work is being done to tackle scams.

The Town Clerk advised that he and the Deputy Clerk had recently been on separate Police insight patrols and that on both occasions the Police had had to deal with mental health issues and that during discussions with the Police, it has become very apparent that the Police are regularly dealing with mental health issues, particularly during evenings and weekends when the mental health teams are not available. The Deputy Clerk added that letters have been written in the past to the Alexandra House mental health team inviting them to attend the Town Council's ASB summit, but no response has been received.

Members agreed that it would be helpful to the Safer St Austell group to have a representative of the mental health team and that a letter should be written to a senior officer at Cornwall Council requesting that a mental health representative is appointed to the Safer St Austell group.

It was **RESOLVED** that the Town Clerk should write to the Head of Public Health requesting that a representative of the mental health team is appointed to the Safer St Austell Group.

Members thanked Mrs Wonnacott for her presentation.

### **CC/18/10) Foundation Stone – Aylmer Square (Tom French)**

Councillor French provided the background to the foundation stone originally situated in the old Aylmer Square before being removed and put in to storage to make way for the White River Place development. The family of the late John Wakeford are keen for the stone to be taken out of storage and placed back in the town centre and after discussions with White River Place and Boots, Boots have agreed that the stone can be inserted in to the wall at the bottom of their steps. He advised that the family are willing to contribute £100 towards the costs of its installation and clarified that the date on the plaque was May 1963 not May 1983.

Members agreed that it was a fantastic opportunity to preserve the history of St Austell town centre and that a contribution should be offered.

It was **RESOLVED** that a grant in the sum of £100 should be granted to the St Austell BID by way of partial funding for the re-laying of the foundation stone at the bottom of the Boots steps.

*\*\*Councillor Brown arrived\*\**

### **CC/18/11) WW1 Project – St Austell Library Support Association (SALSA) (Terry Shaw, Helen Barden)**

The Chairman welcomed Terry Shaw, Senior Library and Information Assistant and Helen Barden, Library and Information Assistant to the meeting.

Mrs Barden advised that SALSA is seeking funding towards their new project to commemorate the centenary of WW1. She advised that they would like to purchase two "There but not there" statues, organise a military parade, host a tea dance, a WW1 play and a workshop and concert in partnership with Bath Symphonia and local schools. It is also hoped to record the social history in a Remembrance book.

Mrs Shaw advised that they had applied for various funding streams and have recently been successful in obtaining £1,000 from the Tuppy Trust Fund and £250 from St Austell Brewery. Councillor Pears has also agreed to set up a Crowd Funding page.

Mrs Shaw added that the former Mayor Councillor Walker, current Mayor Councillor King and Deputy Mayor Councillor Styles attended the last SALSA meeting and all expressed their support for the project.

Members expressed their full support for the project and agreed that the amount requested should be granted.

It was **RESOLVED** that a grant in the sum of £250 should be awarded to SALSA by way of funding towards the SALSA WW1 project.

## **CC/18/12) Royal Voluntary Service (RVS)**

The Clerk advised that the RVS run the Restormel Car Service from the St Austell Library and co-ordinates transport to and from hospital for mainly vulnerable and elderly people. He provided Members with the background information with regard to the accommodation provided to the RVS at the Library and the current rent charged. He advised that the RVS are changing their governance arrangements which means that in future all local branches are expected to handle their own finances, lease arrangements, volunteer payments and fundraising activities.

The local branch based at the St Austell Library is very concerned that they might not be able to pay the current rental of £100 per month and have asked the Town Council to consider introducing a peppercorn rent for a period of say 18 months in order to help the branch become established and build a cushion of reserves in their account.

Terry Shaw advised that the service works well from the library and that volunteers are working between 10am and 12pm and 2pm to 4pm each day. She advised that the RVS are hoping to build up the service and are looking to recruit more drivers shortly.

Members expressed their full support for the work of the RVS and felt that they should be granted a peppercorn rent for the forthcoming 12 months with a comprehensive review thereafter.

It was **RECOMMENDED** that:

1. the level of rent charged to the RVS with effect from 1<sup>st</sup> August 2018 should be at a peppercorn rent of £1 per annum for the next 12 months with a review thereafter;
2. At the time of review, the RVS should be invited to speak to the Community Committee to update Members on their current activities and financial position.

*\*\*Councillor Lanxon left during the next item\*\**

## **CC/18/13) Small Grants Scheme**

The Clerk advised that in order to fully comply with GDPR regulations, the Small Grants Scheme Application Form has been reviewed and is now in two parts, Part A and Part B. Part A asks for personal information and will not be put in the public domain. Part B asks for the organisation name, the project details and financial information and will be put in to the public domain. He also advised that a short privacy statement has been added to the end of Section A and a tick box asking whether the applicant would like to be notified of any future Town Council events.

Members raised the following issues:

- The need to add reference to the Town Council's full privacy statement;
- The need to obtain specific consent for personal information to be retained;
- Whether personal information should be shared with other funders;
- The need to insert the Town Council's logo on to the blank sheet;
- The process required for Town Councillors to view financial information on green papers.

It was **RESOLVED** that:

1. The Privacy Information section on Part B of the Small Grants Application Form be amended to reflect the issues raised and;
2. The financial information of any organisation applying for a large grant be made available to Members, on green paper, where felt appropriate by the Town Clerk.

**CC/18/14) Prince Charles House Community Group – Community Committee, 9<sup>th</sup> April 2018**

The Clerk advised that a representative from the Prince Charles House Community Group had contacted the office to advise that they are no longer organising a summer fete and wondered whether this would affect the £250 grant provided at the 9<sup>th</sup> April 2018 committee meeting.

Members felt that in order to stay in line with other organisations requesting funding for planting, a grant of £50 should be awarded to the organisation.

It was **RESOLVED** that in the light of the new information received, a grant in the sum of £50 should be awarded to the Prince Charles House Community Group for the re-planting of their community garden.

**CC/18/15) Small Grants Scheme**

***St Austell Wheelers – Youth Academy***

*\*\*The Chairman provided some background information to the St Austell Wheelers, reiterated his interest and left the room\*\**

*\*\*The Vice-Chairman took the Chair\*\**

Members noted that the club is keen to set up a youth academy and they already have 33 young people signed up and 12 on the waiting list. The group are looking for funding to train 3 coaches and for venue hire and associated equipment.

Members were generally supportive of the initiative and felt that funding to train two coaches should be awarded

It was **RESOLVED** to award a grant in the sum of £600 to the St Austell Wheelers – Youth Academy by way of funding to train two coaches.

*\*\*The Chairman returned to the meeting and resumed the Chair\*\**

***Blantyre Centre***

It was **RESOLVED** to award a grant of £250 to Blantyre Centre by way of funding for their proposed sensory garden.

***Merlin MS Centre***

*\*\*Councillor Heyward declared an interest in this item due to a family connection with the centre\*\**

It was **RESOLVED** to award a grant of £250 to Merlin MS Centre by way of funding towards their Community Transport Project.

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

### **CC/18/16) Annual Report**

Members reviewed the draft Annual Report for the 2017/18 civic year and suggested the following improvements:

- A paragraph detailing the Town Council's responsibilities and partnership working;
- Improvements to the section on Service Devolution;
- Deletion of the 2018/19 list of Standing Committees;
- Insertion of graphics of the parks and open spaces;
- Clarification regarding the Town Council's involvement in the Site Allocation Development Plan process;
- Deleting reference to Cornwall Council in the Youth Services section;
- A value placed on the large grants under "other initiatives".

It was **RESOLVED** that the Town Clerk should finalise the report, in consultation with the Mayor and Deputy Mayor, incorporating the suggested changes.

### **CC/18/17) Projects update**

#### *CCTV*

The Town Clerk advised that the Town Council's insurers had paid out 72% of the costs incurred for lightning damage to three cameras. A Member visit to the CCTV suite had been arranged and further visits could be arranged should Members wish. The Clerk advised that he had submitted a bid to the Police and Crime Commission for funding towards camera upgrades and additional cameras across the town.

#### *Environmental projects*

The Deputy Town Clerk advised that the third grass cutting round was due to start this week and that the bedding plants would be planted up during the week commencing 11<sup>th</sup> June, including a new flower tower at Bodmin Road. The SWIB plants have been delivered and distributed to Lostwood Gardens, Chandlers Walk, the Station and the Library all of whom are entering the SWIB Its your Neighbourhood competition.

#### *Town Heritage Scheme*

A very experienced Project Officer currently working on the Tavistock TH Scheme has been appointed for St Austell and will be located at Burton House.

#### *Allotments*

All the allotments are let except one which is unusable due to its location under a tree in the shade. Under the new GDPR regulations, everybody on the allotment waiting list has been written to seeking consent for their personal information to be held on the Town Council's computer system and manual records.

### *Linear Park Leat*

The Town Clerk advised that the new pipe has been laid and seems to be working satisfactorily at the present time. Cornwall Council are due to lay the new path, once the pipe has been in situ for a month or two.

### *Woodland Road Park*

The Town Clerk advised that the Working Group has met 4 times but a recommendation for full Council was not available yet. It was noted that the Cornwall Council Section 106 play park installation is nearing completion.

### *Public conveniences*

The Town Clerk advised that the ASB experienced in recent months has quietened down but a specialist contractor is being called out fairly frequently to the premises to clear blockages.

### *Car Park*

The Town Clerk advised that the car park is slightly down on budget, possibly due to the Bodmin Road closure. He advised that the Chamber of Commerce are keen to discuss future charging arrangements and that he would set up a suitable consultation process, involving the Chamber and St Austell BID in due course.

### *Weed Spraying*

The Deputy Town Clerk advised that the first spray has been completed with the second one due to commence towards the end of June/early to mid July.

### *Footpath maintenance*

As in previous years, a Local Maintenance Partnership arrangement been agreed with Cornwall Council and a suitable contractor appointed. The contractor has started cutting back the footpaths with Lewis Way due to be completed later this week.

### *Pondhu House*

The Town Clerk advised that he has received some Planning advice from Cornwall Council which seems to preclude some structural changes including the installation of a lift. Tarn Lamb from CN4C has offered to speak to Cornwall Council Property Officers to try to establish what would be possible.

### *Youth Services*

The Clerk advised that the roof at The House has been deemed unsuitable by Cornwall Council for patching and costings have been put together for its total replacement. Further information is now awaited from Cornwall Council with regard to timescales.

### *Section 106 Projects*

The Clerk advised that he was liaising with Cornwall Council officers and was awaiting an update on each project and the funding available.

### **CC/18/18) Dates of Meetings**

It was noted that the next meetings of the Community Committee are scheduled for Monday 17<sup>th</sup> September 2018 and Monday 3<sup>rd</sup> December 2018.

The meeting closed at 8.10pm