

**MEETING OF TRURO CITY COUNCIL HELD ON
MONDAY 24 JUNE 2019 at 7.00 pm at the Large Community Room, Truro Library**

PRESENT: The Mayor (Councillor Robert J. Smith), Honorary Freeman Cllr Wells
Councillors Allen, Biscoe, Mrs Carlyon, Mrs Cox, Mrs Eathorne-Gibbons, Ellis,
Miss Jones, Nolan, Mrs Nolan, Rich, Roden, Mrs Stokes, Mrs Swain, Mrs Tudor
and Webb

APOLOGIES: Apologies for absence were submitted by Councillors Mrs Butler, Mrs Callen, Mrs
Neale, Tamblyn and Vella

Also in Attendance: Roger Gazzard, Town Clerk
David Harris CC
Reverend Jeremy Putnam, Mayor's Chaplain
Sarah Douglas-Martin, Member of the electorate

ONE MINUTE SILENCE

Councillor Biscoe (Deputy Mayor) informed Councillors of the sad passing of Colin
Aumayer, former Town Clerk, and a one-minute silence was observed.

PRAYERS

Prior to the formal business of the Council, the Mayor's Chaplain, the Reverend
Jeremy Putnam said prayers.

55 DISCLOSURES OR DECLARATIONS OF INTERESTS

Town Clerk's Report (Minute 61, page 40) **and Meeting of the Finance & General
Purposes Committee (Monday 17 June)** (Minute 60, page 37)

Councillors Mrs Carlyon and the Mayor declared an interest in the above item as they are
on the board of trustees for Truro Technical School (the latter in ex-officio capacity).

Meeting of the Finance & General Purposes Committee (Monday 17 June) (Minute
60, page 37)

Councillor Roden declared an interest in Staffing (Minute 50, page 33) on the grounds of
being employed with the union who reviewed the document.

Councillors Biscoe, Rich, Roden, Smith, Mrs Stokes and Wells all declared an interest in
the Grants Sub-Committee (Minute 52, page 34) due to the same reasons as outlined in
the minutes of the above sub-committee that were included as an appendix to the Finance
& General Purposes Committee minutes.

56 CORNWALL COUNCIL (F1)

(i) Modular Housing

Councillor Harris CC informed Members Cornwall Council had announced plans to
deliver up to ten modular housing units in Truro, the favoured location being the Old
County Hall site, as part of an initiative to tackle the issue of homelessness. No
further information had been given.

(ii) Resident Parking Zones

Councillor Harris CC commented that since the resident parking zones had been
implemented, it was felt by many residents in his ward there was something
significantly wrong with the system utilised and it needed revisiting.

(iii) Quiet Lanes

Further to Minute 10 (iii), 20.05.19, Councillor Rich CC had met with two officers of
Cornwall Council, Councillor Phil Allen (Feock Parish Council), and Sarah Wetherill
of the Truro Cycling Campaign to discuss the implementation of various quiet lanes
in Truro. Areas proposed included one between Penair School and Tresillian, and
one from Penair School to St Clements. Discussion was still in the early stages and a
team at Cornwall Council were investigating a more comprehensive route.

At 7:08pm Councillor Miss Jones joined the meeting.

(iv) Port of Truro

Councillor Rich CC reported he attended a meeting along with the former commander of Devonport Shipyard, and they visited different ports within Cornwall. In Truro they met with the Harbour Master, Captain Mark Killingback, who was pleased to report that Lighterage Quay was currently full. The Heritage Ship Building project was also underway, and the scrap metal facility was doing well.

(v) Princes Street

Councillor Biscoe CC informed Members the works on the Boscawen Street cobbles was nearing completion (see Minute 10 (v), 20.05.19) and Princes Street had been reopened, with buses driving through the City Centre once more. The cobbles were structurally sound, though there had not been any serious rain since completion to test the drainage.

(vi) Flash Flood/Hailstorm

Councillor Biscoe CC spoke about the flash flood/hailstorm that occurred over some parts of Truro a couple of weekends ago. This resulted in flooding in some shops in New Bridge Street. The Highways Department at Cornwall Council would be inspecting the drainage network in New Bridge Street and down Mitchell Hill. Councillor Biscoe CC expressed concern over having never seen the flood dams or lock gates in action.

(vi) Investment Programme

Councillor Biscoe CC informed Members Cornwall Council had set up a delivery mechanism for their investment programme, named Treveth Holdings. Councillor Mrs Carlyon asked if there any specific conditions such as match funding, but Councillor Biscoe CC was unaware of any at this time.

57 OPEN SESSION FOR ELECTORS OF TRURO

There were no matters raised.

58 MINUTES

The minutes of the Annual Meeting and Mayor Making Ceremony held 13 May 2019, and the minutes of the Committee Selection Committee held 16 May 2019, having been previously circulated, were taken as read and signed by the Mayor as a correct record.

The minutes of the Adjourned Council Meeting held 20 May 2019, having been previously circulated, were taken as read and signed by the Mayor as a correct record with the following corrections or comments:

(i) Climate Emergency (Minute 10 (i), page 4)

Councillor Rich pointed out the typing error on the second line – it should read A39 not A390.

(ii) “Integrated Transport”/Truro and Kenwyn Neighbourhood Plan Steering Group (Minute 10 (ix), page 5)

Honorary Freeman Councillor Wells commented the sub-title should be “Truro and Kenwyn Neighbourhood Plan Steering Group” not “Integrated Transport”.

(iii) Repairs to the Municipal Buildings (Minute 15 (ii), page 8)

Councillor Mrs Carlyon asked if there was a further update on the costs of the repairs to the Municipal Buildings. The Town Clerk responded the position was the same and

though he had been expecting confirmation of the costs, he had yet to hear back from Cornwall Council.

59 MAYOR'S COMMUNICATIONS

Drawing Members' attention to his written report, the Mayor elaborated on the following events he had attended since the start of his Mayoral Year:

(i) Trebah Military Day – 2 June 2019

The Mayor informed Members he attended Trebah Military Day to honour the American 29th Infantry Division that left for the Normandy Landings from Trebah beach.

(ii) Truro & Roseland Learning Community Awards – 6 June 2019

The Mayor found the event very uplifting, with great music and inspiring participation from the children.

(iii) Truro Lifehouse Project – 8 June 2019

The Mayor commented the event was a pleasure to attend. Reverend Jeremy Putnam confirmed a good sum of money had been raised for the project.

(iv) The Mayor's Civic Service – 9 June 2019

The Mayor was delighted by the turn-out of Mayors from other Councils at the Civic Service. However, the Mayor was disappointed by the low number of Truro City Councillors in attendance.

Councillor Rich commented this was the first civic service he had missed in twelve years and he always prioritised the event where he could.

(v) Murdoch Day – 15 June 2019

The Mayor reported he enjoyed Murdoch Day and he had never seen so many people in Redruth as he did on 15 June.

The Mayor informed Members of the following events he had been invited to:

(i) St Austell Library – 27 June 2019

Due to a conflict of engagements the Mayor would be unable to attend this event. However, the Deputy Mayor and Deputy Mayoress, along with several other Councillors and the Town Clerk would be attending instead.

(ii) Re-Imagining Town Centres – 27 June 2019

The Mayor would be attending the above event instead of visiting St Austell Library.

The Mayor reported on the following meetings he had attended:

(i) Simon Griffiths, Truro Cathedral – 28 May 2019

The Mayor found his meeting with Simon Griffiths to be one of the most productive of the month. Simon had promised to hold a special event at the Cathedral near the end of the year to celebrate the wonderful work going on in the community of Truro.

(ii) Various including Truro BID and Geoff Brown

The Mayor had met with Truro BID, the Tourist Information Centre, Councillors Rich and Mrs Swain over the month about several issues, as well as with Geoff Brown CC about the Park & Ride, though the latter had proven to not be particularly fruitful.

60 COMMITTEE REPORTS

The Minutes of the Meetings of the under-mentioned Committees were approved and adopted by the Council, except where otherwise stated:-

SPECIAL MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE

20 MAY 2019

Proposed by Honorary Freeman Councillor Wells, seconded by Councillor Roden

Councillor Nolan joined the meeting at 7:23pm.

SPECIAL MEETING OF THE PARKS & AMENITIES COMMITTEE

20 MAY 2019

Proposed by Councillor Biscoe, seconded by Councillor Mrs Eathorne-Gibbons

SPECIAL MEETING OF THE PLANNING COMMITTEE

20 MAY 2019

Proposed by Councillor Mrs Carlyon, seconded by Councillor Biscoe

MEETING OF THE PLANNING COMMITTEE

6 JUNE 2019

Proposed by Councillor Mrs Carlyon, seconded by Councillor Webb

MEETING OF THE PARKS AND AMENITIES COMMITTEE

10 JUNE 2019

Proposed by Councillor Mrs Eathorne-Gibbons, seconded by Councillor Ellis

MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE

17 JUNE 2019

Proposed by Honorary Freeman Councillor Wells, seconded by Councillor Mrs Cox

i) **Town Clerk/Responsible Financial Officer's Report (Minute 49, page 30)**

(i) **The Annual Governance Statement**

The above minute was proposed by Councillor Biscoe (Deputy Mayor), seconded by Councillor Smith (the Mayor) at the meeting of the Finance & General Purposes Committee, with the approved recommendation below, ratified at this meeting of Council:

RECOMMENDED that the report be approved.

ii) **Financial Accounts 2018/2019 (Minute 49, page 32)**

The above minute was proposed by Councillor Wells (Chairman) at the meeting of the Finance & General Purposes Committee, with the approved recommendation below, ratified at this meeting of Council:

RECOMMENDED that

- i) the Committee approve the Financial Accounts for the year 2018-19, noting the under spend of £73,496;
- ii) approve the transfers to earmarked funds required to review the recommended contributions to the earmarked funds which the Council approved at the estimates meeting in January as well as any additional ones;

Therefore, it is proposed the following contributions to the funds are made: -

As agreed at revised estimate time:-

Fund	Amount
Finance Committee Revenue Fund	£33,100
Finance Committee Buildings Fund	£27,000
Parks Committee Fund	£130,400

In addition, in recent years, the Council set up an Allotment Development Fund which is designed to meet costs in connection with the creation of new allotments, both the loan costs of the acquisition of land and the costs of developing the land for allotment use. It is recommended the sum of £6,396 is placed in this account, which was the sum approved as expenditure at revised estimates. Further the Council has set up a Nursery Development Fund, and as agreed at the estimates meeting a sum of £16,073 is recommended to be placed in this fund;

- iii) the revised estimates also include a transfer of £14,000 from the Community Development Fund to the revenue account to support the community development expenditure in the year;
- iv) that the under spend for the year, in the sum of £73,496 is transferred into the Finance Committee Building Fund being allocated to the Truro Library building;
- v) Annual Return -
 - a) to approve section 2 of the Annual Return relating to the Accounting Statements;
 - b) to authorise the Mayor to sign the Annual Return for submission to the statutory auditor.

iii) **Financing for Idless Nursery (Minute 51, page 34)**

The above minute was proposed by Councillor Biscoe (Deputy Mayor), and seconded by Councillor Mrs Eathorne-Gibbons at the meeting of the Finance & General Purposes Committee, with the approved recommendation below, ratified at this meeting of Council:

RECOMMENDED that approval be sought from the Secretary of State for Housing and Local Government to apply for a PWLB loan of £320,000 up to 30 years for the development of Idless Nursery.

Councillor Mrs Carlyon commented she had written to the Town Clerk regarding her concerns over the proposed loan for the development of Idless Nursery and thought she had received a fair and straightforward response; she would appreciate information of how and when the money would be spent. Councillor Mrs Carlyon elaborated she had thought the entire depot would be relocating and was concerned a large sum of money would be borrowed to fund a project she did not feel provided significant benefit to the people of Truro.

The Town Clerk responded the Finance & General Purposes Committee had considered this and had agreed to change to a loan period of thirty years, thus reducing the amount charged per annum to less than the budgeted figure. The Town Clerk also confirmed the Parks & Amenities Committee had seen the plans and accepted a tender (from seven submitted), of which an independent architect had created the brief for.

Lengthy discussion ensued, during which points were made about the process of the financing and the proposal for the nursery being transparent with the decisions along the way being democratically made. Councillor Biscoe (Deputy Mayor) pointed out the nursery was being moved to allow for more space at Boscawen Park to build community facilities, which would provide substantial benefit, and would allow for the Parks Department to provide municipal planting for other parishes, which was part of a Capital Strategy for the Parks Department which had fed into the City Council's business plan.

(iv) **Attendance**

Councillor Mrs Nolan pointed out she was at the meeting of the Finance & General Purposes Committee, but her name was not in the minutes.

61 TOWN CLERK'S REPORT

(Appendix A)

(i) Library Transfer

In addition to the Town Clerk's Report (Appendix A), the Town Clerk commented there may be a second formal staff meeting for the Library staff at the end of August as there was now a delay on the transfer until 1 September 2019. There was also the issue of replacing the access system which would be turned off once the transfer was made. The Town Clerk confirmed the cost would be met from a transition grant that had been offered to all parish councils that had taken over libraries. Councillor Biscoe (Deputy Mayor) felt if there was no security system then it would compromise the insurance and commented it was important Cornwall Council was given a final date to remove anything it owned and to arrange for security to be set up for when the current security expired.

Councillor Rich questioned the whereabouts of music equipment and computers that had been stored on the first floor of the library. The Town Clerk confirmed these had been removed by Cornwall Council.

62 BOUNDARY REVIEW

(i) Minutes of Previous Working Group Meetings

The minutes of the Boundary Review Working Group Meeting held 29 May 2019, having been previously circulated, were proposed by Honorary Freeman Councillor Wells, seconded by Councillor Mrs Eathorne-Gibbons and

RESOLVED that the Minutes of the Boundary Review Working Group Meeting held 29 May 2019 were a correct record.

Councillor Nolan asked for his name to be recorded as having voted against the above resolution. Councillor Rich requested his name be recorded as having abstained from voting on the above resolution.

The Town Clerk clarified the minutes of the Meeting with Kenwyn Parish Council about the Boundary Review held on 11 June 2019, having been previously circulated, had been sent to the Chairman of Kenwyn Parish Council, who chaired the above meeting, but no response had been received. It was therefore proposed by Councillor Smith (the Mayor) and

RESOLVED that the Minutes of the meeting with Kenwyn Parish Council about the Boundary Review, held 11 June 2019 be noted.

(i) Truro City Council's Recommendation to the Boundary Review Commission

Further to the above meetings, and the previous resolution made at the Adjourned Council Meeting (Minute 16, Page 8, 20 May 2019), Councillors discussed the Boundary Review with the aim to come to a final resolution of a recommendation to the Boundary Review Commission.

Honorary Freeman Councillor Wells summarised the meeting with Kenwyn Parish Council on 11 June 2019, attended by eight members of Kenwyn Parish Council and three of Truro City Council. Kenwyn Parish Council were due to hold a meeting the next evening to discuss their response to the Boundary Review and Truro City Councillors informed them it would be useful to have their comments before this meeting of Council. No response had been received to date and the formal submission was due by 17 July 2019, after which Cornwall Council would commence consultation

with residents, stakeholders, organisations and other members of the public. St Clement Parish Council had reacted positively to the recommendations of Truro City Council as outlined at the Adjourned Council Meeting on 20 May 2019. Councillor Roden commented stage two consultation for the Polling Districts and Places Review, which outlined Gloweth as its own polling district that included Treliske, was now live. If the City Council kept to their original proposal as discussed in the Adjourned Council Meeting, then the proposal would be in line with this.

Further discussion included points raised about members of the electorate in Malpas and Gloweth using Truro's facilities but paying Council Tax at a much reduced rate compared to those within Truro's boundaries, and also there were strategic issues that needed consideration, such as the review of various local plans that would impact both parishes. There was also a suggestion any changes to the boundaries should be made in agreement with all parishes involved and future consequences should be considered, and another comment that there was a lot of proposed development for Kenwyn Parish that would secure their future.

Following a question from Councillor Webb about timing and why this was taking place now, Honorary Freeman Councillor Wells confirmed there was an extensive timetable already in place with the aim that all the boundary reviews (including electoral) would be complete by the next elections in 2021. The last Boundary Review was decades ago.

Members discussed the working relationship with Kenwyn Parish Council and considered conversations Councillors had with members of the electorate in Kenwyn Parish who did not feel they were being properly represented or serviced. Councillors who had attended the Truro and Kenwyn Neighbourhood Plan meetings felt they were positive and magnanimous and did not feel any recommendations to Cornwall Council's Governance Review Panel should colour other areas of joint work as the decision was not personal. It was agreed the Town Clerk would contact Kenwyn Parish Council again in relation to their resolution to submit to Cornwall Council

It was proposed by Councillor Smith (the Mayor), seconded by Councillor Mrs Eathorne-Gibbons and

RESOLVED that Truro City Council recommends the following comments to Cornwall Council's Governance Review Panel(as per Minute 16, page 8 of Adjourned Council on 20 May 2019):

St Clement Boundary

- i) move the boundary to encompass all Penair school, run along Penair Lane; Belvedere housing would remain within the Truro boundary, loop around the war memorial, out towards the A390 and return to join Waitrose supermarket; all housing would remain within the Truro boundary but the park and ride service would remain in the St Clement Parish boundary (Appendix A;1);
- ii) move the current boundary to include the whole of Sunny Corner, down the steps and re-join the current St Clement and Truro boundary (Appendix A;2)

Kenwyn Boundary

- i) move the boundary to encompass anything North of the A390 into the Truro Parish as far as the proposed boundary line of the new Cornwall Council Electoral Division named Gloweth, Malabar & Shortlanesend, and to include the land south of the A390 (Gloweth) within Truro boundaries

(Appendix B;1);

ii) should Kenwyn Parish express an interest in moving Kenwyn church into their Parish they seek to engage in discussions with Truro City Council regarding the cost of maintaining and running both the war memorial and the churchyard (Appendix B;2).

63 BANK MANDATE

The Town Clerk reported a resolution was required to adopt the bank mandate, as requested annually, to change the signatories on the accounts.

It was proposed by Councillor Mrs Eathorne-Gibbons, seconded by Councillor Rich and

RESOLVED that that the bank mandate be adopted.

64 CASUAL VACANCY

The Town Clerk reported the procedures for the casual vacancy in line with the National Association of Local Council's (NALC) guidelines. As there had not been ten requests from Members of the Public for an election, the casual vacancy for Boscawen Ward would be filled by co-option, a notice for which had already been displayed outside of the Municipal Buildings with a closing date of 16 July 2019. If four or fewer applications were received then the Town Clerk expected interviews to take place as part of the next meeting of Council, to be held on 29 July 2019. If greater than four applications were received then a Special Meeting of Council may be held to select the candidate, at a date to be determined.

The Town Clerk commented there was a question about transparency and whether the meeting should be public or private. Councillor Rich commented he felt all meetings should be in public session and he would be concerned if members of the public were excluded, but he felt the vote could be by secret ballot. In addition, Councillor Rich said the NALC guidance was new and the last time there was a co-option there was one vote for one person; he did not feel NALC's voting guidance guaranteed a majority as suggested.

Honorary Freeman Councillor Wells informed Members a number of questions were raised following the last co-option and it was important that now further information and guidance had come to light, the Council's procedures for future co-options were correct. NALC guidance on voting did comply with legislation, and it was recognised Truro City Council's Standing Orders did not include co-option but when it was reviewed this year co-option would be included.

Members discussed the matter at length, agreeing it didn't matter what had happened before, it was now important to get it right, and discussed the difference between legislation and guidance, with emphasis on following what was in Standing Orders. Honorary Freeman Councillor Wells confirmed his point was there was nothing in Standing Orders to dictate the process and it was important to follow any legislation that existed, as well as considering NALC's guidance.

It was therefore proposed by Councillor Smith (the Mayor) and

RESOLVED that Honorary Freeman Councillor Wells and the Town Clerk agree upon a fair and equitable interpretation of NALC's guidance in time for the co-option.

65 TRURO ROSELAND COMMUNITY NETWORK PANEL (F20)

Honorary Freeman Councillor Wells reported on the Annual General Meeting (AGM) held on 4 June 2019 where he was re-elected as Chairman for the Panel. Councillor Gillard (of Probus Parish Council) was elected as Vice-Chairman. A schedule of meetings was provisionally agreed, and a presentation on mental health was given by two young people with mental health issues. The Panel commented the presentation was one of the most uplifting and moving presentations they had ever received, and they were very impressed with the work of the young people, who were volunteers helping peers with mental health issues of their own.

A second presentation was given by Nick Millward, Cornwall Council's Social Emotional and Mental Health County Strategic Lead about Special Educational Needs (SEN) support and services in Cornwall. A Clinical Associate Psychologist (CAP) would be co-located in each secondary school in Cornwall to help reduce mental health issues in young people, the scale of which was overwhelming.

66 REPORTS OF MEETINGS OR CONFERENCES ATTENDED

Councillor Rich reported he had attended a Great Western Railway (GWR) event with Geoff Brown CC (Portfolio Holder for Transport) and Nigel Blackler CC (Head of Transport) where Cornwall's rail network had been given top marks for their service following the introduction of the half-hourly service.

Councillor Rich felt it was important to continue the conversation regarding the opening of railway halts in and around Truro, and if Councillors felt this was important they should write to Cornwall Council to express this.

67 COMMON SEAL

RESOLVED that the Common Seal be affixed to any document or documents necessary to give effect to the resolutions passed by the Council at this Meeting.

The meeting closed at 8:27 pm.

MAYOR

Town Clerks Report

Council 24th June 2019

Truro Library

Much work is currently taking place to complete the transaction. There are still some significant matters to agree, primarily on the property transfer and therefore the date of transfer has been put back to the 1st September. Because we have no meetings in August we will need to consider the agreements in July.

There has been progress, particularly on the staff transfer where the formal consultation process with the staff will be completed on the 30th June. The staff numbers and hours transferring under the Transfer of Undertaking Regulations is in line with our budgeted numbers and therefore there is no need to consider any staff redundancies after we take over the service.

Also, the repairs to the building are underway, both to the Trustee owned part and to the part that will be in our freehold ownership. It is a significant piece of work that will save us money in the long term.

We are now working with suppliers of services to the building to organise an ongoing supply once we take over responsibility.

I have not provided a revised budget for the current year reflecting the change in date this month but will do so in September. Clearly the running costs will be reduced by the delay, but we are incurring one off legal costs. There will also be one off costs with replacement of equipment and systems on take over and this needs to be reflected in the budget.

Hall for Cornwall Development

We continue to await the agreed price for the external works from Cornwall Council. This remains a risk to the City Council and this is built into our statutory accounts report as a significant risk.

Neighbourhood Plan

There was a pause in the Neighbourhood Plan meeting to enable the paperwork to keep pace with the discussions. The meeting have now restarted.

St. Clement Street Day Centre.

Work is continuing to identify the potential use of this building and I anticipate being able to bring a report on progress to the July Finance & General purposes Committee. The original concept of a multi organisational Trust managing the building has not proved possible primarily due to organisational restrictions in entering such a structure. However, there is a commitment from Churches Together which is now writing a business plan to investigate the possibility of a Service Level Agreement with us.

Memorial Biography for Truro

Work is continuing on this proposal and again I expect to be able to report on progress in July.

Roger Gazzard
Town Clerk