



FULL COUNCIL MEETING

Council Chambers

17th December 2024

Minutes

PRESENT: COAKLEY (MC), GOLD (KG), POUND (SP)(PORTREEVE), RAPHAEL (CR), SMITH (MS), STENTIFORD (TS), TOLMAN (ST), WATSON (PW).

OFFICERS: TOWN CLERK, ASSISTANT TOWN CLERK.

2 X MEMBERS OF THE PUBLIC

		Action
1.	APOLOGIES. Cllr Brooks, Cllr Long, Cllr Mayer, Cllr Valdebouze, Pastor Martin Bunkum & RFO	
2.	MINUTES - Approval of the minutes of 26 th November 2024. RESOLVED. It was proposed Cllr Gold seconded by Cllr Watson by and unanimously agreed to accept the minutes as a correct record of the proceedings.	
3.	MATTERS ARISING- None	
4.	DISCLOSURES OF INTEREST- To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct. Cllr Gold Item 7a	
5.	DISPENSATIONS None	
6. 6.33pm Cllr Stentiford arrived	PUBLIC SESSION - An opportunity for any parishioner of any age to ask questions or to raise concerns. Mrs. Lumley expressed her gratitude to the Councillors for their ongoing support and generosity towards the Twinning Association over the past year. She then presented each Councillor with a small token of appreciation. She also shared that the Twinning Association will be visiting Guipavas during the late May Bank Holiday and that there are still spaces available for anyone interested in joining the trip. Mr. Howe conveyed his thanks to the front of house team; Alison, Helen and Megan for their hard work in engaging with the public. He praised their constant professionalism, always having a smile on their faces and being helpful, yet often going unrecognised. He ended by wishing everyone a Merry Christmas.	

7.	FINANCE a) Approval for expenditure as listed, and note the payments (see addendum 1.0 below) RESOLVED Proposed Cllr Pound seconded Watson to approve the expenditure and note payments in addendum 1 below. Votes in favour 7, votes against 0, abstentions 1 (KG) b) Any other updates from the RFO None	
8.	TOWN FORUM – to receive any updates from the group No report received.	
9.	KELLY BRAY RESIDENTS ASSOCIATION – to receive updates from the group The light switch on went well. It was noted that the electrical box has now been fixed. NOTED	
10.	CARADON AREA PARTNERSHIP – Tamar to Moor – to receive any updates Cllr Watson explained that there had been a recent meeting; however he was not able to attend. He mentioned that the A388 Community Road Safety Campaign was discussed. Further information on this matter was discussed in item 15. NOTED	
11.	TOWN TEAM – to receive any updates on Project Phoenix Cllr Watson provided a brief update, expressing that while the initial bid was promising, it appears to have stalled. He suggests organising a meeting with the Town Team Cllr members to help progress the project. Given that the project must be completed by March 2025 and weather conditions could significantly delay it, there is a need for urgency to ensure timely progress. The Clerk explained that Cornwall Council must be kept in the loop. NOTED	
12.	REPORTS a) Planning Committee. To receive the approved minutes from the meeting held on 5th November 2024 & 19th November 2024 RESOLVED Proposed by Cllr Pound seconded by Cllr Tolman and unanimously agreed to receive the minutes b) Town Hall & Premises Committee. To receive the approved minutes from the meeting held on 5th November 2024 RESOLVED Proposed by Cllr Pound seconded by Cllr Raphael and unanimously agreed to receive the minutes c) Outside Services Committee. To receive the approved minutes from the meeting held on 19th November 2024 RESOLVED Proposed by Cllr Gold seconded by Cllr Pound and unanimously agreed to receive the minutes d) Finance & General Purposes Committee. – no meeting held in December	

6.47pm Cllr Smith arrived	to approve previous meeting minutes Noted e) Any other reports from Councillors/Fire/Police Cllr Gold thanked everyone involved in the Christmas Festivities. f) Reports from Cornwall Councillor Andrew Long Nothing received.	
13.	FOR DISCUSSION/DECISION – Neighbourhood Development Plan – to review and approve the Basic Conditions Statement, Consultation Statement and Sustainability Assessment Report for formal submission to Cornwall Council, previously circulated. The Clerk explained that documents had been previously circulated. RESOLVED Proposed Cllr Pound seconded Cllr Tolman and unanimously agreed to approve Basic Conditions Statement, Consultation Statement and Sustainability Assessment Report for formal submission to Cornwall Council that had been previously circulated.	
14.	FOR DISCUSSION – Youth Grant award. To consider providing a letter of support for CYPG, confirming the allocation of funding from the Youth Grant fund Cllr Pound explained that CYPG have communicated how grateful they are for receiving the grant funding. RESOLVED Proposed Cllr Pound seconded Cllr Smith and unanimously that the Town Council will write a letter expressing that the Town Council intends to support CYPG with a grant fund amount of £30,000. CYPG will be encouraged to submit an application in April 2025, following the existing procedures, specifying that the funding will be used for the ongoing building project.	
15.	FOR DISCUSSION/DECISION - to consider contributing to the A388 Community Road Safety Campaign as a member of the Tamar to Moor CAP. Details previously circulated. A discussion as had around the room from the Cllrs. RESOLVED Proposed Cllr Smith seconded Cllr Tolman and unanimously agreed to support the initiative by promoting the Safety Campaign via the Town Council's website and social media pages. However, no financial contribution will be made by the Town Council. Cllrs deemed it a Highways issue, given that the A388 passes through multiple towns and villages, funding should be requested from all these areas for the project and not just from members of the Tamar to Moor CAP.	
16.	FOR DISCUSSION/DECISION – to discuss a response to the Granite Way 20mph speed limit consultation, previously circulated. RESOLVED Proposed Cllr Pound seconded Cllr Smith and unanimously agreed to support the Granite Way 20mph speed limit consultation.	
17.	ANY URGENT FOR ITEMS FOR DECISION AT THE CHAIR'S DISCRETION The Clerk explained that Cllr Stentiford (also Town Crier) has asked for two thermal tops and new pair of boots to use whilst doing his role as Town Crier. RESOLVED Proposed Cllr Pound seconded Cllr Gold to agree to allow Cllr Stentiford the fee of £78.97 to purchase two thermal tops and new pair of boots. Cllr	

	Stentiford will purchase the items giving the receipt to the RFO to repay him. Votes in favour 7, votes against 0, abstentions 1 (TS).	
	RESOLVED Proposed Cllr Pound seconded Cllr Coakley and unanimously agreed to move to a Part Two.	
18.	PART TWO SESSION Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers will be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item. i) DISCUSSION/DECISION – to discuss the concept of a community asset.	
	There being no further business the meeting was closed at 7.18pm.	
	Date of next meeting: Tuesday 28th January 2025	

Addendum 1.0

Payments for approval 27th November 2024						
To be minuted at December Full Council						
				Net	VAT	Gross
TH&P	BACS	AUK Hygiene	Cleaning products	£130.93	£26.19	£157.12
F&GP	BACS	Bluemoon Design	Newsletter Printing	£1,166.00	£0.00	£1,166.00
TH&P	BACS	Cornwall Council	Award for Personal Licence Holders (x2)	£300.00	£0.00	£300.00
TH&P	BACS	Cornwall Council	Parking Enforcement	£218.36	£0.00	£218.36
OS	BACS	Cornwall Tree Consultancy	Tree Risk Assessment	£742.00	£0.00	£742.00
OS	BACS	Full Stop	Heritage Centre - Fire Alarm - Materials	£65.47	£13.09	£78.56
OS	BACS	Full Stop	Workshop - Fire Alarm - Materials	£5.12	£1.02	£6.14
TH&P	BACS	Full Stop	Town Hall - Fire Alarm - Materials	£24.13	£4.83	£28.96
TH&P	BACS	George Du Plessis	Reimbursement for Amazon - Brush Cleaner	£15.50	£3.10	£18.60
TH&P	BACS	MH Hart & Son	Replacement sensor in reception area	£118.48	£23.70	£142.18
F&GP	BACS	LITE	Transformer for Xmas Lights	£225.00	£45.00	£270.00
F&GP	BACS	SeaDog IT	Website Support	£32.50	£0.00	£32.50
			BACS Payments	£3,043.49	£116.93	£3,160.42
TH&P	DD	Source For Business	Water at Public Toilets	£307.98	£0.00	£307.98
			DD Payments	£307.98	£0.00	£307.98
			Total Payments	£3,351.47	£116.93	£3,468.40

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TH&P	BACS	George Du Plessis	Reimbursement for Amazon - Brush Cleaner	£15.50	£3.10	£18.60
TH&P	BACS	MH Hart & Son	Replacement sensor in reception area	£118.48	£23.70	£142.18
F&GP	BACS	Megan Amos	Reimbursement for Xmas Wreaths	£26.98	£0.00	£26.98
F&GP	BACS	LITE	Transformer for Xmas Lights	£225.00	£45.00	£270.00
F&GP	BACS	SeaDog IT	Website Support	£32.50	£0.00	£32.50
			BACS Payments	£3,070.47	£116.93	£3,187.40
TH&P	DD	Source For Business	Water at Public Toilets	£307.98	£0.00	£307.98
			DD Payments	£307.98	£0.00	£307.98
			Total Payments	£3,378.45	£116.93	£3,495.38

Payments for approval 6th December 2024						
To be minuted at December Full Council						
				Net	VAT	Gross
TH&P	BACS	BCHS (Bunzl)	Cleaning products	£70.82	£14.16	£84.98
TH&P/OS	BACS	Biffa	Waste Collection	£173.88	£34.78	£208.66
TH&P/OS	BACS	Biffa	Recycling Collection	£34.64	£6.93	£41.57
F&GP	BACS	CPC	Batteries - power backups for the computers	£126.10	£25.22	£151.32
TH&P	BACS	Citron	Duty of Care - Compliance Costs - for Dec and Jan	£9.17	£1.83	£11.00
OS	BACS	ESP Play	Saltash Road park equipment	£42,255.00	£8,451.00	£50,706.00
OS	BACS	ESP Play	Saltash Road park equipment	£1,234.00	£246.80	£1,480.80
OS	BACS	ESP Play	Credit note for swing seat	-£1,169.00	-£233.80	-£1,402.80
F&GP	BACS	Festive Lights	80 LEDs and cabling	£147.92	£29.58	£177.50
TH&P	BACS	George Du Plessis	Reimbursement for Key Cutting	£8.00	£0.00	£8.00
OS	BACS	GB Tool Hire	Fence panels and clips (purchased not hired)	£150.00	£30.00	£180.00
T&HP	BACS	GB Tool Hire	Safety Boots	£75.00	£15.00	£90.00
OS	BACS	GB Tool Hire	Lifting Strops	£49.41	£9.88	£59.29
All	BACS	HR Support Consultancy	November HR Support	£831.91	£166.38	£998.29
F&GP	BACS	MH Hart & Son	Work on Christmas Lights in Town Centre	£560.00	£112.00	£672.00
TH&P	BACS	MH Hart & Son	Works on lighting in foyer	£118.48	£23.70	£142.18
F&GP	BACS	Karen Gold	Reimbursement for Bookers	£99.67	£15.94	£115.61
F&GP	BACS	Megan Amos	Reimbursement for Tesco - Xmas Decs	£7.00	£0.00	£7.00
OS	BACS	PaintnPrint	A5 Signs for Headstones (that fail safety test)	£300.00	£0.00	£300.00
OS	BACS	Phil Searle	Hedge Cutting	£480.00	£0.00	£480.00
TH&P	BACS	SA Dix	Repair paving outside John Smiths/PM	£475.00	£95.00	£570.00
F&GP	BACS	Summerfield Planning	Neighbourhood Planning	£1,545.00	£309.00	£1,854.00
T&HP/OS	BACS	Trewarthas	Consumsables	£85.39	£17.08	£102.47
			BACS Payments	£47,667.39	£9,370.48	£57,037.87
			DD Payments	£0.00	£0.00	£0.00
			Total Payments	£47,667.39	£9,370.48	£57,037.87