

MINUTES OF THE MEETING OF THE COUNCIL OF PENRYN HELD ON MONDAY 7 JUNE 2021 AT 7:00PM IN THE TEMPERANCE HALL (TEETOTAL HALL), PENRYN

Councillors

Tucker (Town Mayor), May (Deputy Mayor), Bennett, Grant, Hanks, Harrison, Kirby, Langan, Milan, Ronchetti, Wenmoth, Widdon and Williams

In Attendance

Helen Perry (Town Clerk)
Mrs Andy Lambert
Mrs Janet Barker

19. APOLOGIES

There were no apologies for absence, all Councillors were present.

20. DECLARATIONS OF INTEREST AND DISPENSATIONS

There were no declarations of interest or requests for dispensations.

21. PUBLIC PARTICIPATION

The Mayor reported that we had one member of the public requesting to speak, however an item was not on the agenda, it was therefore **RESOLVED** to suspend standing order 3(e) for the duration of the public participation to allow Mrs Lambert to speak about the ongoing traffic issues at West Street.

Proposed by Councillor Langan and seconded by Councillor Grant.

Mrs Lambert introduced herself and then spoke about the issue of the buses (that drive past her property in West Street), having to mount the pavement due to the inconsiderate parking of vehicles. A summary of the points raised are as follows:

- Traffic Jams - Increase in the number of traffic jams in West Street due to the inconsiderate parking.
- Highways (CORMAC) – a request for two bollards to be placed outside of the property by Mrs Lambert has been denied, as there are no funds available for the scheme. Although plenty of funds are available for G7.
- Double yellow lines - option has been put forward by Highways, to install double yellow lines on the section of the road next to the bollards (numbers 26 to 32)
- Pollution – concerns were raised about the level of pollution due to idling vehicles
- Property – Mrs Lambert is concerned that with the buses mounting the pavement, it may have a structural impact on her cottage
- Rumours – Mrs Lambert wished to dispel the rumours that she had stopped vehicles/ambulance
- Buses – not against the buses using West Street but is against the inconsiderate parking that causes these issues.
- Thanks - to Councillor Mary May, who whilst she had been the Cornwall Council representative, had kept her updated about the ongoing situation.
- Cornwall Councillor – Mrs Lambert stated that she had written to the new Cornwall Councillor but to date had not received a reply.

A general discussion then took place with regards to the issues raised by Mrs Lambert, Councillor May gave an overview of the Community Network Panel

Highways schemes, where each parish submits small highway schemes for consideration, and the consultation process that follows.

The Town Mayor asked Councillor Widdon (as the Cornwall Councillor) if she would like to address the comment raised by Mrs Lambert, Councillor Widdon reported:

- That she does remember contacting Mrs Lambert
- There are more road schemes than we can afford in our area
- Double yellow lines, will displace the vehicles that currently park there
- We are aiming to reduce car usage
- If we continue to use cars, we will need space for parking and may need to look at alternatives
- The increased use of smaller buses should be encouraged
- A full overview of the Town's transport system is required
- There is a need to look at linking up services
- We need to look at long-term solution to transport.

Mrs Lambert wished to reiterate, that she does not own a mobile phone and does not have access to email.

Following the conclusion of Public Participation, Mrs Lambert and Mrs Barker left the meeting at 7:22pm

22. MINUTES

RESOLVED that minute numbers 164 to 179 of the virtual meeting of the Council held on 12 April 2021 were approved and signed as a correct record.

Proposed by Councillor Wenmoth and seconded by Councillor Widdon

RESOLVED that minute numbers 1 to 18 of the Annual meeting of the Council held on 24 May 2021 were approved and signed as a correct record

Proposed by Councillor Langan and seconded by Councillor Wenmoth

23. COMMITTEE MINUTES

The minutes of the virtual meeting of the Planning Committee held on 26 April 2021 were noted.

The minutes of the meeting of the Planning Committee held on 27 May 2021 were noted.

The minutes of the virtual meeting of the Penryn Week/Fair Day joint group held on 13 April 2021 were noted.

24. MINUTES FROM OUTSIDE GROUPS

The minutes of the meeting of the Penryn Place Shaping Board held on 3 March 2021 were noted.

25. CORRESPONDENCE

The Town Clerk reported;

- Code of Conduct Training – watching the YouTube training conducted by Cornwall Council fulfils the obligation for members to attend 'Code of Conduct' training.
- CCTV – continuous monitoring of the Town's CCTV cameras will take place from 10 June until 3am on 14 June 2021. There will be no additional cost to the Town Council.

26. MAYOR'S ANNOUNCEMENTS AND ENGAGEMENTS

The Town Mayor, Councillor Tucker confirmed that she had not attended any engagements since the last meeting.

27. REPRESENTATIONS BY CORNWALL COUNCIL MEMBERS AND REPORTS BY COUNCILLORS ATTENDING EXTERNAL MEETINGS

Councillor Grant reported;

- Falmouth & Penryn Conservation Areas Advisory Committee – two items from Penryn were discussed, 42 Market Street and the Tallack Building on Commercial Road.

Cornwall Councillor Widdon reported;

- Appointments – she has been appointed to two committees, Economic Growth and Development and the Audit Committee.

Councillor Wenmoth reported;

- Museum Website – that he had attended a meeting with Hayley May, regarding making improvements to the www.penrynhistory.co.uk website.
- Then and Now Project – is ongoing, a meeting will be taking place on Wednesday 16 June to receive an update on the App. and the proposed walkabouts in the Town.
- Flagpole – the flagpole has been installed in the Memorial Garden and is flying the St Piran's Flag, Councillor Wenmoth expressed his thanks to Dave Lessles, Adrian Snell, Tracey Doyle

Councillor May reported;

- Bunting – the new red, white and blue bunting has been put up the Christmas Lights volunteers.
- Hanging Baskets – the baskets have been installed by CORMAC and the staff are assisting with the watering.

Councillor Hanks reported;

- Electric Bikes – have been put outside Lloyds Bank in Falmouth and they will be looking for suitable sites within Penryn.

28. TOWN CLERK'S REPORT

The Town Clerk's report was noted, which included information regarding the Casual Vacancy.

The Town Clerk confirmed that the repair to the Cemetery Wall has been completed.

29. ACCOUNTS – 1 MARCH TO 31 MARCH 2021

RESOLVED that the list of accounts paid and the monthly statement for the period 1 to 31 March 2021 be approved.

Proposed by Councillor Langan and seconded by Councillor Widdon

30. INTERNAL AUDIT REPORT

The following documents were noted by the Council:

- Internal Audit Report by Hudson Accounting for the Year Ending 31 March 2021
- Internal Audit Action Plan
- Annual Internal Audit Report 2020/21 (AIAR) of the Annual Governance and Accountability Return

31. ANNUAL GOVERNANCE STATEMENT

It was **RESOLVED** that the Annual Governance Statement for the financial year ended 31 March 2021 be approved and signed by the Town Mayor and the Town Clerk.

Proposed by Councillor Widdon and seconded by Councillor Ronchetti

32. ANNUAL STATEMENT OF ACCOUNTS

RESOLVED that the Accounting Statements for the financial year ended 31 March 2021 be approved and signed by the Town Mayor, having previously been signed by the Responsible Financial Officer.

Proposed by Councillor Langan and seconded by Councillor Williams

33. CONFIRMATION OF BANK SIGNATORIES

Councillors Bennett and Wenmoth confirmed they are happy to remain as signatories on the account.

It was **RESOLVED** that;

- a) Past Councillor Peters is removed as a signatory.
- b) Councillor Langan is added as a signatory to replace Councillor Peters.
- c) The bank mandate is updated to reflect the change of signatories.
- d) The full list of signatories will be Tucker, May, Bennett, Wenmoth and Langan

Proposed by Councillor May and seconded by Councillor Wenmoth

34. APPOINTMENT OF COUNCILLOR INTERNAL AUDITORS FOR THE 2021/22 FINANCIAL YEAR

RESOLVED that Councillors Kirby and Milan be appointed as the Councillor internal auditors for the 2021/22 financial year

Proposed by Councillor Tucker and seconded by Councillor Wenmoth

35. CONFIRMATION OF SUPPLIERS WHO ARE PAID BY DIRECT DEBIT

RESOLVED that the following suppliers continue to be paid by direct debit

- Cornwall Council – Non-Domestic Rates
- South West Water/Pennon – Water Rates
- British Telecom – Telephone and Broadband

- Bulb Energy – Electricity and Gas
- Barclaycard Commercial – Procurement Card Settlement
- Worldpay - Fees for payments taken by debit/credit card
- Iris – Payslips and Auto-enrolment
- Pitney Bowes – Franking Machine Rental and Postage top-up
- ICO – GDPR/Data Protection Registration

Proposed by Councillor Langan and seconded by Councillor Grant

36. APPROVAL TO MAKE ONLINE PAYMENTS

RESOLVED that the Council approves the continued use of BACS, Online/internet, and CHAPS for making payments.

Proposed by Councillor May and seconded by Councillor Langan

37. COMMUNITY GRANTS

There was one request for a Community Grant from Penryn Primary Academy for the installation of a community defibrillator outside of the school grounds.

It was **RESOLVED** that a grant of £576 be awarded to cover the first three years monitoring, and that the grant is paid after the defibrillator has been received.

Proposed by Councillor Widdon and seconded by Councillor May

38. COUNCILLOR ATTENDANCE RECORDS – 2021/22 CIVIC YEAR

The Councillor attendance records for the 2021/22 civic (municipal) year were noted.

39. RoSPA INSPECTIONS – MEMORIAL GARDEN AND GLASNEY

The RoSPA Inspection reports for the Memorial Garden and Glasney were noted, it was requested that a spreadsheet is compiled showing the maintenance jobs that still need to be completed.

40. TERMS OF REFERENCE – EVENTS COMMITTEE

RESOLVED that the Terms of Reference for the Events Committee are adopted.

Proposed by Councillor May and seconded by Councillor Langan

There being no further business to transact the meeting was closed at 7:45pm

CHAIRMAN