



MINUTES

Council Meeting Minutes 14 April 2022

Minutes of the meeting of Penryn Town Council held at the following date, time, and location.

Date: Thursday 14 April 2022

Time: 7:00 pm

Location: Council Chamber, Penryn Town Hall, Higher Market Street, Penryn TR10 8LT

Councillors Present: Tucker (Town Mayor), May (Deputy Mayor), Doyle, Grant, Harrison, Jordan, Kirby, Langan, Milan, Wenmoth and Williams

In attendance: Helen Perry (Town Clerk)

181. Apologies

Apologies for absence were received from Councillors Bennett (ill), Hanks (away), Hernandez (away) and Ronchetti (personal).

Councillor Widdon absent, no apology given.

182. Declarations of interest and dispensations

There were no declarations of interest or requests for dispensations.

183. Public participation

No requests had been received from members of the public wishing to speak at the meeting

184. Minutes

RESOLVED that minute numbers 160 to 180 of the meeting of the Council held on 7 March 2022 were approved and signed as a correct record.

Proposed by Councillor Langan and seconded by Councillor Grant

185. Committee minutes

The minutes of the meeting of the Events Committee held on 1 March 2022 were noted

The minutes of the meeting of the Events Committee held on 5 April 2022 were noted

The minutes of the meeting of the Planning Committee held on 21 March 2022 were noted

The minutes of the meeting of the Staffing Committee held on 4 April 2022 were noted

Following the planning committee minutes being presented for noting, Councillor Langan expressed his sincere apologies to the Council and staff for his part in the upset that happened at the planning meeting held on 21 March 2022

186. Minutes from outside groups

The minutes of the meeting of the Place Shaping Board held on 1 March 2022 were noted.

The minutes of the meeting of the Falmouth and Penryn Community Network Panel held on 22 March 2022 were noted

187. Correspondence

The Town Clerk reported: -

- Road Closure – Kernick Road will be closed from the Blue Bridge to the junction at Kernick Industrial Estate from Tuesday 19 April until Friday 22 April 2022 (inclusive), between the hours of 9:30am and 4pm.
- Thank-you letter – Devon and Cornwall Community Watch Association wrote to thank the Council for the community grant of £887.

188. Mayor's announcements and engagements

The list of Mayor's engagements for the period 7 March to 13 April 2022 were noted.

189. Representations and reports

Councillor Grant reported: -

- Falmouth and Penryn Conservation Areas Advisory Committee (F&PCAAC) – that she had attended the meeting at the Princess Pavilion on Monday 4 April 2022, where three of the applications discussed were for Penryn all of which had been previously brought before our Planning Committee. The advisory committee will be entering an objection to the planning application to place six PODS on the car park at Commercial Road, Penryn.

190. Town Clerk's report

The Town Clerk's report was noted.

191. Accounts: 1 February to 28 February 2022

The Town Clerk was requested to verify which property the Bulb payment made on the 28 February related to, the Clerk confirmed that without checking the accounts she was unable to clarify at this point but would liaise with the Finance Officer to provide the answer.

Councillor Langan enquired about the impact of the substantial increases in energy prices, the Clerk confirmed that we had received significant increases and that she would ask the Finance Officer to circulate the current prices for Councillors' information.

RESOLVED that the list of accounts paid and the monthly statement for the period 1 to 28 February 2022 be approved.

Proposed by Councillor Langan and seconded by Councillor Williams

192. Community grants

There was one request for a community grants.

- Fish Factory CIC

It was **RESOLVED** that no community grant be awarded.

Proposed by Councillor May and seconded by Councillor Langan

193. Penryn Museum – Accreditation documents

Councillor Grant updated members on the accreditation process and confirmed that as the Governing Body the Town Council is required to approve the accreditation documents.

It was **RESOLVED** that;

- a) Document 4.2 Collections Development Policy is approved by the Council
- b) Document 7.2 Access Plan is approved by the Council

Proposed by Councillor Grant and seconded by Councillor Wenmoth

194. Glebe cemetery – Suspension of burial reservations

It was **RESOLVED** that except for the residents who had already contacted the Council to reserve a burial space, the reserving of burial space is suspended indefinitely.

Proposed by Councillor Langan and seconded by Councillor May

195. Glebe cemetery – Update of regulations

It was **RESOLVED** that subject to the amendment listed below, that the updated Cemetery Regulations be adopted.

10.1 Memorial Masons – the addition of the wording after the first 'safe' of "and workmanlike"

Proposed by Councillor Langan and seconded by Councillor Wenmoth

196. Schedule of meetings

It was **RESOLVED** that subject to the addition of an events meeting at the beginning of May 2023, the schedule of meetings be approved for adoption at the Annual Meeting of the Council scheduled for Thursday 12 May 2022.

Proposed by Councillor Langan and seconded by Councillor Doyle

Councillor Langan gave members an overview of what happens at the Annual Meeting of the Council (Mayor Making Ceremony), the Town Clerk requested that the members of the Council assemble in the Town Hall at 6:45pm to process to the Temperance Hall for the event.

197. Membership of committees

It was **RESOLVED** that the membership of the committees be approved as per the list below for adoption at the Annual Meeting of the Council scheduled for Thursday 12 May

- Planning Committee – All sixteen councillors
- Events Committee (8) – Mayor, Deputy Mayor, Harrison, Kirby, Milan, Wenmoth, Williams and Doyle.
- Staffing (6) – Mayor, Deputy Mayor, Wenmoth, Bennett, Grant and Langan

Proposed by Councillor Williams and seconded by Councillor Milan

198. Membership on outside bodies

The Clerk apologised as the membership for the Penryn Museum Society for the current year was incorrect and should read Cllr Kirby and Cllr Wenmoth.

The membership of the groups was discussed, Councillor Langan confirmed that he did not wish to be on the Parking Crisis Group in the ensuing civic year.

It was **RESOLVED** that the membership on outside bodies be approved as per the list below and adopted at the Annual Meeting of the Council scheduled for Thursday 12 May.

- Falmouth & Penryn Community Network Panel – Councillor Hanks
- Falmouth & Penryn Conservation Areas Advisory Committee – Councillor Grant
- Falmouth & Penryn Foodbank – Councillor Bennett
- Friends of Falmouth Hospital – Town Mayor, substitute Deputy Mayor
- Maritime Line Forum – Town Mayor
- Penryn & District Twinning Association – Town Mayor
- Penryn Museum Society (2) – Councillors Kirby and Wenmoth
- Penryn Town Local Trust – as per deed of trust Town Mayor, Deputy Mayor and immediate past Mayor.

- Stuart Stephen Memorial Hall Trust (6) - Councillors Bennett, Langan, Milan, Tucker, Wenmoth and Williams
- University Forum – Councillor Kirby
- West Cornwall CCTV Management Group – Councillor Langan
- Parking Crisis Group (2) – Councillor Ronchetti, 2nd position vacant
- Place Shaping (3) – Councillors May, Hanks and Ronchetti
- Cornwall Association of Local Councils (CALC) – position vacant

Proposed by Councillor Langan and seconded by Councillor Grant

199. Standing orders

It was **RESOLVED** that the Standing Orders as circulated with the agenda pack be approved for adoption at the Annual Meeting of the Council scheduled for Thursday 12 May

Proposed by Councillor Langan and seconded by Councillor Wenmoth

200. Financial regulations

It was **RESOLVED** that subject to the following changes the financial regulations are adopted:

- a) Paragraph 6.4 – delete “via the online banking system in the presence of one of the signatories”
- b) Paragraph 8.2 – delete “/Welsh Assembly Government”
- c) Paragraph 8.3 – delete paragraph and replace with “Bank statements are available at all times through online banking, in addition the Council will maintain the delivery of hard copy statements from banks and any investment providers”
- d) Paragraph 10.1 – add “where possible” at the beginning of the paragraph
- e) Paragraph 11.1 – add “vii For regular revenue expenditure falling within the Council’s agreed budget, which relates to a specific cost centre”
- f) Paragraph 11.1 b) – add after 2015 “as amended by subsequent legislation which from 1 January 2022” at the end after Regulations add “(as amended by PPN 09/21)”
- g) Paragraph 11.1 c) – delete paragraph and amend lettering system

Proposed by Councillor Grant and seconded by Councillor Williams

201. Management agreement surrender – BMX and sports and recreational area, Penryn, Cornwall

It was **RESOLVED** that;

- a) the management agreement dated fifteenth December 2003 relating to BMX Track and the sports and recreational area, College Field (known locally as Glasney Field), Penryn be surrendered

- b) The Town Clerk writes to Cornwall Council giving the six-months required notice, which as per the agreement will expire at the end of a calendar month (31 October 2022)

Proposed by Councillor Wenmoth and seconded by Councillor Kirby

202. Exclusion of press and public

It was **RESOLVED** that in accordance with Section 1 of the Public Bodies Admission to Meetings Act 1960, the public and press be excluded from the meeting during the consideration of the following items by reasons of the confidential nature of the item. Proceedings, apart from any resolutions passed, shall remain confidential.

Proposed by Councillor May and seconded by Councillor Grant

203. Appointment of the contractor for the ‘Rejuvenation of Commercial Road’

Councillor May gave members a thorough overview of the background of the project.

Following the completion of the tender process, it was **RESOLVED** that Lavigne Lonsdale are appointed as the contractor for the ‘Rejuvenation of Commercial Road’ subject to the successful completion of the statutory standstill period on the 3 May 2022.

Proposed by Councillor May and seconded by Councillor Grant

There being no further business to transact, the meeting was closed at 8:22 pm

Chairman
