

**MEETING OF TRURO CITY COUNCIL HELD ON  
MONDAY 24 JULY 2023 at 7.00 pm  
in the Large Community Room, Top Floor, Truro Public Library**

**PRESENT:** Councillor Mrs Swain (Mayor), Honorary Freeman Councillor Wells, Councillors Ambler, Biscoe, Mrs Carlyon, Mrs Eathorne-Gibbons, Green, Hall, La Borde, Nolan, Mrs Nolan, Rabey (Deputy Mayor), Rich, Roby, Roden, Sealey, Ms Southcombe, Mrs Stokes, Tamblyn, Unwin, Walker-Sunderhauf, Webb and Ms Wetherill

Also in attendance: Richard Budge, Proper Officer  
Reverend Simon Clarke, Mayor's Chaplain  
Mrs Joanne Trevelyan, Financial Officer

**APOLOGIES:** An apology of absence was received from Councillor Pascoe

An apology was also received from Councillor David Harris CC

**PRAYERS**

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

**111 DISCLOSURES OR DECLARATIONS OF INTEREST**

**Committee Reports – Meeting of the Finance & General Purposes Committee,**  
10.07.23 (Minute 118, Page 47 below)

Councillor Biscoe declared an interest in the above item as Chair of the Truro Old Cornwall Society.

**112 MINUTES OF COUNCIL**

**Minutes of the Council Meeting held 26 June 2023 together with separate confidential minute**

The minutes of the above Council meeting held 26 June were received by Council.

It was proposed by Councillor Webb, seconded by Councillor Roden and

**RESOLVED** that the minutes of the Council held 26 June 2023, were considered a correct record.

**113 CORNWALL COUNCIL**

Councillor Wells reported that he has requested a presentation from the Town Deal Board on the progress of the various schemes and that this was likely to happen in October. The first grant of £476,000 has recently been made to the Royal Cornwall Museum.

The work to the Town Clock is now nearing completion, Councillor Wells reminded councillors that, as well as the funding from the two councils, the Town Crier and his Consort made a considerable donation, and asked that this be acknowledged in any publicity when the scheme is completed.

A member asked a question about a recent road closure notice, which seemed to have roads in a wider area than was listed in the title. Councillor Wells asked that he be sent full details so that he can take this up with the relevant department at Cornwall Council.

Councillor Wells apologised for the late dispatch of the slides from the meeting recently held between South West Water and parish councils, and confirmed that he is still trying to arrange the follow-up meeting.

Councillor Nolan reported that the new waste contract which had been signed over two years ago was finally about to begin rolling out, one constituency at a time. Households in the first area will receive their wheelie bins from October in preparation for their new service to begin in January 2024. Truro & Falmouth the fifth on the list, so it will be some time before the new service starts here.

Following the legal challenge to the Newham Road cycle scheme by Newham BID, work is being carried out to identify a revised design that would be more acceptable to the BID.

Councillor Nolan reminded councillors that every BID has to ballot its members every five years in order to continue. Newham BID has just been through this process and 100% of the membership were in favour of continuation, which as far as he knows is the first time this has ever happened.

Councillor Nolan went on to say that he had been extremely surprised by the comprehensive nature of the 20 mph proposals across the city, although he had noticed and flagged up a few anomalies where the speed limit reduced from 30 to 20 mph halfway along a street. He has requested that these are standardised at 20 mph for the entire length of these streets, as there seems to be no obvious reason for the split treatment.

Councillor Rich reported that the improved Newham cycle route is proving to be very popular, and that the planned picnic tables and benches have now been installed. The Loops car park next to County Hall is often completely full, so an area further along the trail is being looked at to see whether there is space for another parking area.

Members queried the need for so much car parking for a cycle train, and Councillor Rich explained that local parents were using the trail as a safe place for their children to develop cycling skills. Other users include people with disabilities who drive to the start and then access the trail using a mobility scooter.

Councillor Rich added that he hopes that the Loops Room in the Boscawen Park Café & Pavilion building will further assist in promoting all of the Truro Loops walking and cycling routes.

**114 OPEN SESSION FOR ELECTORS OF TRURO**

There were no questions or comments.

**115 MAYOR'S COMMUNICATIONS**

The Mayor's written communications were considered. No questions were raised.

**116 CORRESPONDENCE**

There was no correspondence to report.

**117 QUESTION TIME PURSUANT TO STANDING ORDER NO. 6K - WRITTEN QUESTIONS ONLY**

There were no written questions submitted.

**118 COMMITTEE REPORTS**

The Minutes of the meetings of the under-mentioned Committees were received by the Council, with recommendations adopted except where otherwise stated.

**MEETING OF THE EMERGENCY COMMITTEE**

21 June 2023

The recommendation of the Emergency Committee was resolved as per the table below:

Item	Min No.	Page No.	Recommendation from Committee	Resolution
Presentation of Draft Plan	5	2	to extend thanks to everyone that helped put the plan together.	Proposer: Councillor Eathorne-Gibbons; Second: Councillor Webb

**MEETING OF THE PARKS & AMENITIES COMMITTEE**

3 July 2023

The recommendation of the Parks & Amenities Committee was resolved as per the table below:

Item	Min No.	Page No.	Recommendation from Committee	Resolution
Boscawen Park – Car Parking	83	34	that these schemes are progressed as stated	A member proposed that, rather than proceeding immediately with the Amtrak proposal, a further quotation was sought from two other potential providers, and a further report is made to the Parks and Amenities Committee. Proposer: Councillor Eathorne-Gibbons; Second: Councillor Rabey

Consideration of the recommendation made in the confidential minute was deferred until after the press and public had been excluded from the meeting.

**MEETING OF THE PLANNING COMMITTEE**

6 July 2023

As there were no recommendations to resolve, the minutes were noted

**MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE**

10 July 2023

The recommendations of the Finance & General Purposes Committee were resolved as per the table below

Item	Min No.	Page No.	Recommendation from Committee	Resolution
Grants	103	40-41	that grants be allocated as per the Grants schedule	These recommendations were approved en bloc.
Management Accounts April – June 2023	104	41	1. The proposed budget transfers are agreed.  2. It was agreed that on a meeting-to-meeting basis a report be brought to the Finance & General Purposes	Proposer: Councillor Roden; Second: Councillor Webb

Financial Accounts 2022-23 – Additional Working Papers	105	41	Committee with detailed income and expenditure of the café.  that a meeting with the Town Clerk be arranged, open to all Councillors, for a discussion on the above.	
Boscawen Park Changing Places Toilet	106	42	that the City Council proceeds with the installation of the Changing Places toilet at Boscawen Park which is financed from the Community Infrastructure Levy.	
Organisational Review - Update Report	108A	42-43	that the actions outlined below are approved and noted.	
<p>1. An analysis report had been undertaken by the South West Councils organisation into the City Council Single Status agreement and Policy and Procedures Manual. The initial conclusions were that whilst the City Council had a full range of policies and procedures and it applied the national “green book” terms and conditions, it found that the “current provision is complicated and could be considered confusing”. Following a meeting with South West Councils, the Town Clerk and Chairman of the Finance and General Purposes Committee, South West Councils had been requested to bring forward proposals using their model template HR documents to ensure that the Single Status and Policy and Procedure documents are brought fully up to date and that they are put in a format which is more accessible and “user friendly”. The time scale is that this would be brought to the Finance &amp; General Purposes Committee’s October meeting and would then be subject to consultation with the Trades Unions prior to formal agreement by Council before the end of 2023.</p> <p>2. A meeting was held on Monday 10th July with the recognised Trades Unions and was attended by the Mayor and Chairman of Finance &amp; General Purposes, the Finance Officer and Parks and Amenities Manager. The recognition and procedural agreement had now been formally signed and arrangements were now in place to regularise arrangements with the Trades Unions. This was a positive meeting, and it was believed that the City Council now had a positive relationship with its Trade Union colleagues.</p> <p>3. A meeting was held on Monday 10th July with the CEO of Tamar HR, the Council's external HR contractor, the Mayor and Chairman of Finance and General Purposes Committee, Finance Officer and Parks and Amenities Manager. The future working arrangements for the contract were confirmed and there would now be an onsite weekly presence for 1 day per week (Wednesday) with a named HR advisor and there would also be contact outside of these days in the event of any urgent advice being needed. There would be regular review meetings between the Council and the CEO of Tamar HR to monitor and review the contract and make any necessary adjustments as may be required.</p> <p>4. A meeting was held on Monday 10th July with the council's job evaluation analyst to review and agree the process for any outstanding regrading applications. The process for assessment and evaluation was confirmed and work will commence immediately on undertaking the outstanding applications</p>				
Terms Of Reference Organisational Change Working Group	108B	43	the attached Terms of Reference be approved.	Following discussion, the Terms of Reference were amended to:

				<p>a) remove the Mayor from the membership list, so that she and the Proper Officer would be able to receive the Working Group’s report, should the Town Clerk still be absent from work at the end of September</p> <p>b) to increase the number of other councillors from 4 to 5</p> <p>c) to amend the first sentence of the final paragraph of the Membership section to read “The group will be supported by the Town Clerk/Proper Officer and other appropriate council staff.”</p> <p>d) to delete the final paragraph in its entirety.</p> <p>before being presented for approval. (Appendix 1)</p> <p>Proposer Councillor Roden; Seconder: Councillor Green</p>
			<p>In addition to the Deputy Mayor and Chairman of the Finance &amp; General Purposes Committee, the following councillors were elected onto the Working Group</p> <p>Councillor Ambler</p> <p>Councillor Biscoe</p> <p>Councillor Green</p> <p>Councillor Pascoe</p> <p>Councillor Walker-Sunderhauf</p>	<p>Proposer Councillor Roden; Seconder: Councillor Mrs Eathorne-Gibbons</p> <p>Proposer Councillor Nolan; Seconder: Councillor Mrs Nolan</p> <p>Proposer Councillor Ms Southcombe; Seconder: Councillor Webb</p> <p>Proposer Councillor Roden; Seconder: Councillor Nolan</p> <p>Proposer Councillor La Borde; Seconder: Councillor Webb</p>

Consideration of the recommendation made in the confidential minute was deferred until after the press and public had been excluded from the meeting.

**MEETING OF THE EMERGENCY COMMITTEE**

17 July 2023

The recommendations of the Emergency Committee were resolved en bloc as per the table below:

Item	Min No.	Page No.	Recommendation from Committee	Resolution
Recommendation that the Plan be approved and go to Full Council this month	5	2	that Miss Jeffs is trusted to make the suggested amendments and Cllr Southcombe to review and approve changes.  full council to adopt the plan as drafted, with delegation to the Emergency Committee to make any minor amendments necessary.	Proposer: Councillor Southcombe; Seconder: Councillor Webb

**119 PROPER OFFICER’S REPORT**

Members felt that the two recommendations related to operational issues which were within the remit of the Proper Officer.

The Proper Officer agreed that he will write to Cornwall Council about these matters.

The following members put their names forward to attend the Lemon Quay Design Workshop on 2 August along with the Mayor and the Proper Officer:

Councillors Ambler, Mrs Carlyon, Mrs Eathorne-Gibbons, Mrs Green, Hall, Sealey, Mrs Stokes and Webb

**120 UPDATE ON ACTIONS RELATING TO HR MATTERS APPROVED ON 26TH JUNE**

This item was dealt with as part of Agenda item 17 (paragraph 126 below) considered after the press and public had been excluded from the meeting.

**121 URGENCY PROCEDURE**

It was proposed by Councillor Biscoe, seconded by Councillor Wells and

**RESOLVED** that the written report by the Mayor regarding the appointment of a Proper Officer to serve during the temporary absence of the Town Clerk be noted.

**122 MEETINGS OR CONFERENCES ATTENDED BY MEMBERS**

Councillor La Borde reported that she had attended the online launch of Cornwall Council’s Nature Recovery Strategy. National funding has been provided to councils for the development of these strategies, but very little is available for their roll-out. Hopefully the Cornwall Strategy can be used as leverage in the planning process to encourage the inclusion of nature recovery in development applications.

**123 EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor Mrs Swain (Mayor), seconded by Councillor Roden, and

**RESOLVED** that in accordance with s1(2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of the following items by reason of its confidential or special nature.

**124 COMMITTEE REPORTS**

**MEETING OF THE PARKS & AMENITIES COMMITTEE**

3 July 2023

Confidential minute

**MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE**

10 July 2023

Confidential minute

**125 EMERGENCY PLAN**

Confidential minute.

**126 ORGANISATIONAL REVIEW**

Confidential Minute.

**127 READMITTANCE OF PRESS AND PUBLIC**

It was proposed by Councillor Mrs Swain (Mayor), seconded by Councillor Rabey and

**RESOLVED** that the press and public be invited back into the meeting.

**128 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 9.45 p.m.

-----  
MAYOR