

TRURO CITY COUNCIL



CITY OF TRURO
Town Clerk

Town Clerk's Department
Municipal Buildings
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MEETING OF TRURO CITY COUNCIL HELD ON MONDAY 30 SEPTEMBER 2024 at 7.00 pm

in the Large Community Room, Top Floor, Truro Public Library, Union Place, Truro

PRESENT: The Mayor (Councillor Mrs Swain),
Councillors: Biscoe, Mrs Carlyon, La Borde, Mrs Nolan, Nolan, Pascoe, Rabey, Roby,
Roden, Sealy, Webb, Wetherill and Wells.

APOLOGIES: Apologies of absence were received from Councillor Eathorne-
Gibbons, Green, Griffiths, Rich, Stokes Tambllyn (personal). Councillors Hall,
Sunderhauf and Unwin (business),

ABSENT: Councillor Southcombe.

Also in Attendance: David Rodda MBE, Town Clerk, Esther Greig, Deputy Town Clerk and
Cheryl Simpson, Committee Clerk.

1. PRAYERS

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

2. APOLOGIES

Apologies were **noted** and Councillor Tambllyn was requested to apply for an
extended leave of absence, if necessary, to be considered by Council at the
next meeting. 24/569

3. DISCLOSURES OR DECLARATIONS OF INTERESTS AND ANY DISPENSATIONS

Councillor Pascoe	Agenda Item 12.b.	Pecuniary interest.	To leave the room.
Councillor Webb	Agenda Item 13.e.	Non-Pecuniary interest.	To leave the room.

24/570

4. MINUTES OF COUNCIL

It was proposed by Councillor Pascoe, seconded by Councillor Mrs Carlyon,
and **RESOLVED** that the Minutes of the Council Meeting held on 29 July 2024
were considered a correct record. **24/571**

5. OPEN SESSION FOR CORNWALL COUNCILLORS

Councillor Wells Cornwall Councillor Moresk and Trehaverne

Councillor Wells reported that waiting restrictions (which used to operate pre-
Covid) would be returning to Boscawen Street and the road markings were
due to be painted overnight on 4 and 5 November following which they would
be enforced as usual. Wales and West Utilities was due to commence the next
tranche of major upgrade works to the Kenwyn Street/ City Road area starting

on 2 January & finishing on 2 May 2025. The works would be preceded by a leaflet drop to local residents and a drop-in session at the Library on 22 October 10:00 to 16:00.

Regarding carparking, Cornwall Council had listened to various complaints expressed by members of the public about Garras Wharf, Green Street and Moorfield carparks and, as a result, the barriers would be removed and replaced with pay and display machines. In addition to a free parking date on Small Business Saturday there would be another two free parking days, dates TBC.

Plans were also in place for the rollout of new waste and recycling systems across Truro in early 2025.

Councillor Nolan, Cornwall Councillor for Boscawen and Redannick

Councillor Nolan reported that Cornwall Council meeting rooms at County Hall had a new sound system and electronic voting system but also reported that there had been problems with the technology so advised we take care if implementing our own systems in the future. Cornwall Council would be asking the Government to think again before means-testing the winter fuel payment. He would be asking a question about the crime hotspot located near County Hall at the Overview and Scrutiny Meeting scheduled for 3 October. Finally, on 11 October he was due to attend a briefing by Cornwall Council on the roll-out of the new waste and recycling system. He also noted that all residents would be provided with a wheely bin. He did not know the likely impact of the new system on the operation of the incinerator.

A planning application for the proposed new pedestrian bridge was expected to be considered by Cornwall Council's Central Sub-Area Planning Committee on 18 November. Work continued on the Higher Newham Farm development site. 24/572

6. OPEN SESSION FOR ELECTORS OF TRURO

None.

24/573

7. TOWN CLERK'S REPORT

The Town Clerk reported that use of the new Green Street public conveniences was being monitored in terms of water & footfall and this would be reported back to the next meeting. The walk around the Municipal Buildings planned for 26 September had been rescheduled for 10 October. Regarding Boscawen Park Sports Hub, no tenders had been received for dredging the duck pond, so these works had been postponed. He noted that he would shortly be attending a meeting discussing how to draw people to visit all areas of the City Centre and was investigating the maintenance responsibilities for the High Cross area. Report **noted**. 24/574

8. COMMUNICATIONS FROM THE MAYOR

The Mayor's report was taken as read and **noted**.

24/575

9. VERBAL OR WRITTEN PORTFOLIO REPORTS OF MEETINGS OR CONFERENCES ATTENDED BY MEMBERS

A number of Councillors attended Code of Conduct training recently. 24/576

10. QUESTION TIME PURSUANT TO STANDING ORDER NO. 6K – WRITTEN QUESTIONS ONLY

None. 24/577

11. AGENDA ITEMS 24/578

a) The Minutes Of The Planning Committee 25 July 2024 were **noted**. 24/579

b) The Minutes Of The Furniss Coal Distribution Charity 29 July 2024 were **noted**.
A copy of the latest accounts would be circulated to all Members for
information. 24/580

c) The Minutes Of The Planning Committee 15 August 2024 were **noted**. 24/581

d) The Minutes Of The Staffing Committee 2 September 2024 were **noted**.
The Deputy Town Clerk would provide a briefing note to all Councillors
regarding councillors not being members of a committee having to leave
meetings during consideration of confidential items of business following
NALC and legal advice. 24/582

i. Minute S/24/407 pay policy statement

It was proposed by Councillor Roden, seconded by Councillor Biscoe, and
RESOLVED that the Pay Policy Statement 2024-25 be approved. 24/583

ii. Minute S/24/412 Recommendation 1 HR Specification/Tender document and related budget of up to £70,000 over 3 years for the contract

It was proposed by Councillor Roden, seconded by Councillor Biscoe, and
RESOLVED that the HR Specification/Tender document and related budget of up
to £70,000 over 3 years for the contract be approved. 24/584

iii. Minute S/24/412 Recommendation 2 Procurement Panel for contracts exceeding £30,000

It was proposed by Councillor Biscoe, seconded by Councillor Roden, and
RESOLVED that:

1. The formation of procurement panels to review contracts as and when required by Truro City Council Financial Regulations and the Scheme of Delegation be approved.
2. Authority be delegated to award contracts for the town deal budget to either the Finance and General Purposes Committee or Town Clerk and Deputy Town Clerk/RFO under the circumstances noted in the report.
3. The Town Clerk report to the Finance and General Purposes Committee on how the procurement panels are to be populated. 24/585

e) The Minutes of The Planning Committee 5 September 2024 were **noted**. 24/586

f) The Minutes of the Parks and Amenities Committee 9 September 2024 were
noted. 24/587

- i. **Minute S/24/456 Newham Road Land**
It was proposed by Councillor Biscoe, seconded by Councillor Roby, and **RESOLVED** that in principle ownership of Newham Road Land as part of the devolution agenda, subject to a request for section 106 funds, or other funding, to cover the on-going maintenance charges for a period of 25 years being successful, be accepted. **24/588**
- ii. Minute S/24/455 Committee's support for the idea of a new basketball court was **noted.** 24/589
- iii. Minute S/24/457 Trial use of biochar on planting projects was **noted.** 24/590
- iv. Minute S/24/461 Filtration system and second rainwater storage tank had been installed at Idless Nursery was **noted.** 24/591
- v. Minute S/24/463 Income over expenditure was £19,295 for the Café in the Park and the surplus could be used to upgrade appliances in the Café was **noted.** The Town Clerk assured Members that equipment would not be replaced in the Café unless it was necessary. 24/592
- g) The Minutes of The Finance and General Purposes Committee 16 September 2024 were **noted.** 24/593
- i. **Minute F/24/495 Document Retention Policy**
It was proposed by Councillor Wells, seconded by Councillor Pascoe, and **RESOLVED** that the Document Retention Policy be approved. **24/594**
- ii. Minute F/24/497 Environmental Statement
The Town Clerk agreed to provide reports on economic and social strategies to a future meeting of the Finance and General Purposes Committee. It was proposed by Councillor Biscoe, seconded by Councillor Webb, and **RESOLVED** that the Environmental Statement be approved and adopted. [Councillor Mrs Carlyon requested that her name be recorded as voting against the motion.] **24/595**
- iii. Minute F/24/493 the budgeting process for considering 2025-26 budget and precept was approved was **noted.** 24/596
- iv. Minute F/24/494 progress with the fixed asset register was **noted.** 24/597
- v. Minute F/24/496 signage warning not to feed seagulls will be erected on Lemon Quay was **noted.** 24/598
- vi. Minute F/24/498 the administration of Hendra Car Park will be bought in-house with annual rates payable, in two tranches, if necessary, of £750 for commuters and £500 for residents - evidenced via a council tax bill - prioritising single car households without a current parking space was **noted.** 24/599

- vii. Minute F/24/507 the following grants were awarded by the Sub-Committee:
Drama Express £750 Truro Christmas Primestock and Produce Market £1000
Steelers Netball Club £500 was **noted** 24/600
- viii. Minute F/24/507 the Grants Sub-Committee was dissolved was **noted**.
24/601
- h) The Minutes of the Accommodation Working Group 25 September 2024 were
noted. 24/602
- i. **Minute A/24/521 Terms of Reference**
It was proposed by the Mayor, seconded by Deputy Mayor, and **RESOLVED** that
the Terms of Reference be approved. **24/603**
- ii. **Resignation of Cllr Unwin and appointment of two Councillors to the Working
Group**
It was proposed by Councillor Pascoe, seconded by Councillor Webb, and
RESOLVED that the resignation of Councillor Unwin be noted and Councillor La
Borde and Councillor Roden be appointed to the Accommodation Working
Group. **24/604**
- i) **Meeting Attendance Policy**
It was proposed by Councillor Wells, seconded by Councillor Webb, and
RESOLVED that the Meeting Attendance Policy be approved subject to the
inclusion of a) that a councillor be encouraged to actively apply for an
extension to their term of office if they are approaching the end of a six
months' period of absence; and b) apologies for absence be recorded as
either 'personal' or 'business' in meeting minutes. **24/605**
- j) External auditor report and the conclusion of audit. It recommended that the
appointment of an internal auditor is minuted each year - **Noted**. 24/606

[Councillors Pascoe and Webb left the meeting at 20:46.]

12. **CORRESPONDENCE** **24/607**

The following correspondence was received and **noted**:

- a. The Letter dated 24.07.24 from Heather Kong, University of Exeter regarding
research project updates and initial findings was **noted**. 24/608
- b. The Response from Transport for Cornwall regarding parking/ bus parking
(copy of presentation slides) was **noted**. 24/609

[Councillors Pascoe and Webb returned to the meeting at 20:47.]

- c. The Email dated 29.07.24 from a member of the public dated 21.08.24
regarding benches was **noted**.
The Town Clerk reported that the benches would remain in situ because there
were no other seats in Boscawen Street; the Public Space Protection Order
(PSPPO), which banned alcohol consumption on the street was being
enforced by the Police, Antisocial Behaviour Officer and Rangers. 24/610

- d. The Pydar newsletter September 2024 was **noted**. 24/611
- e. The Letter dated 02.09.24 from BT to Cornwall Council regarding removal of public call boxes was **noted**. 24/612

f. Email from a member of the public dated 09.09.24 about the Municipal Buildings Tower Clock/Bell

Councillors considered whether any changes need to be made to accommodate the concerns raised by a local resident. It was proposed by Councillor Biscoe, seconded by Councillor Mrs Carlyon and **RESOLVED** that the Municipal Buildings Clock/Bell cease chiming between 23:00 and 07:00.

24/613

- g. The Email dated 23.09.24 from Cormac Ltd regarding replacement bus shelter was **noted**. 24/614

13. EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by the Mayor, seconded by Councillor Wells, 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 their confidential or special nature: staff and contracts.

24/615

[The Town Clerk and Deputy Town Clerk left the meeting at 20:54.]

a. From the Staffing Committee confidential section

- i. Minute S/24/411 Updated job evaluation report was **noted**. 24/616

ii. Minute S/24/411 Town Clerk and Deputy Town Clerk/ Responsible Finance Officer pay

It was proposed by Councillor Roden, seconded by Councillor Pascoe, and **RESOLVED** that:

1. The Town Clerk and Deputy Town Clerk/ Responsible Finance Officer pay ranges be revised to reflect the national standard.
2. The Town Clerk pay range is SCP 55-60.
3. The Deputy Town Clerk/Responsible Financial Officer pay range is SCP 44-48.

24/617

[The Town Clerk and Deputy Town Clerk returned to the meeting at 21:01.]

It was proposed by Councillor Roden, seconded by Councillor Biscoe, and **RESOLVED** that the Deputy Visitor Information Centre Manager post be regraded.

24/618

b. From the Finance and General Purposes Committee confidential section

i. Minute S/24/511 Anti-Social Behaviour Officer

It was proposed by Councillor Wells, seconded by Councillor Roden, and **RESOLVED** that a) the Service Level Agreement with Cornwall Council for the

provision of an Anti-Social Behaviour Officer for Truro be signed; and b) funding is provided for the period August 2025 to August 2026.

[Councillor Rabey requested that his name be recorded as voting against the motion.]

24/619

c. Truro Day Care Centre Lease

The Town Clerk reported that a number of minor typographical and technical errors in the draft document would be raised with Cornwall Council before the document was finalised. It was proposed by Councillor Pascoe, seconded by Councillor Wells, and, **RESOLVED** that the amended lease for Truro Day Care Centre be approved and signed including updated access arrangements and option to sub-let.

24/620

[Councillor Webb left the meeting at 21:23.]

d. The Report from Devon and Cornwall Police on the work of the Hotspot patrols in Truro was **noted**.

Councillors were asked to direct any further questions to the Town Clerk.

24/621

e. The Letter dated 18.09.24 from Royal Cornwall Museum was **noted**.

The Town Clerk agreed to respond to the Royal Cornwall Museum offering an exploratory discussion.

24/622

It was proposed by Councillor Pascoe, seconded by Councillor Mrs Carlyon, and **RESOLVED** that the meeting be extended until 22:00.

24/623

14. READMITTANCE OF THE PRESS AND PUBLIC

It was proposed by Councillor Pascoe, seconded by Councillor Mrs Carlyon, and **RESOLVED** that the press and public be invited back into the meeting.

24/624

15. ITEMS FOR FUTURE MEETINGS

24/625

- i. Economic Strategy.
- ii. Social Strategy.

16. COMMON SEAL

24/626

It was proposed by the Mayor, seconded by the Deputy Mayor, and **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 21:28.

----- MAYOR