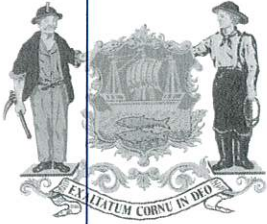


TRURO CITY COUNCIL



CITY OF TRURO
Town Clerk

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**MEETING OF TRURO CITY COUNCIL HELD ON
MONDAY 28 JULY 2025 at 7.00 pm
in the Council Chamber, Municipal Buildings, Boscawen Street, Truro**

PRESENT: The Mayor (Honorary Freeman Wells),
Councillors: Biscoe, Mrs Carlyon, Claxton, Collins, Douglas-Martin, Knuckey, La Borde,
Nolan, Pascoe, Rabey, Rich, Stokes, Sunderhauf, Swain, Tann, Tucker, Webb and
Wetherill.

ALSO PRESENT: Kirstie Newton – Truro Voice

APOLOGIES: Councillors Eathorne-Gibbons, Green, Mepham and Southcombe.

ABSENT: Councillor Griffiths,

Also in Attendance: Rev Andy Boorne, Mayor's Chaplain (at start of meeting), David
Rodda MBE, Town Clerk and Cheryl Simpson, Committee Clerk.

PRAYERS

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

1. COUNCILLORS IN ATTENDANCE AND APOLOGIES

Apologies were **noted**.

25/469

2. DISCLOSURES OR DECLARATIONS OF INTERESTS AND ANY DISPENSATIONS

None.

25/470

3. MINUTES OF COUNCIL

It was proposed by Councillor Sunderhauf, seconded by Councillor Pascoe,
and

RESOLVED that the Minutes of the Meeting held on 30 June 2025 were
considered a correct record.

25/471

4. OPEN SESSION FOR CORNWALL COUNCILLORS

Councillor Webb Cornwall Councillor Moresk and Trehaverne

Councillor Webb reported he had written to Cabinet requesting updated
figures for the actual parking available and about free parking after 4pm and
a response was awaited. Scrutiny Committees had begun their work and were
due to investigate dentistry services in October. Council had unanimously
introduced a voluntary ban on plastic rings which otherwise had the potential
to damage wildlife. The closure of Moresk Road for South West Water works
would ease soon but a longer closure would be needed in the future. He had
referred the installation of an inappropriate fence by the former Iceland
building in a conservation area to the Planning Enforcement Team. It was
noted the hoarding panels around the Pydar Street Development site would

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be either painted or replaced in due course. He agreed to seek assurance that the development was not over budget.

Councillor La Borde, Cornwall Councillor for Malabar

Councillor La Borde reported she'd met the Langarth development team and had concerns regarding timescale and the planned district heating system which might delay delivery. She had also been dealing with rights of way (assisted by Councillor Nolan), and had met the rights of way team at Cornwall Council

Councillor Nolan, Cornwall Councillor for Boscawen and Redannick

Councillor Nolan reported Cabinet had been established, committees had elected chairmen and training had taken place. As Chairman of Cornwall Council, he had chaired his first meetings and had suggested the length of time for public questions be extended to meet increased demand. He noted 21 carparks would not be leaving Cornwall Council's ownership and he was lobbying for the return of free parking in Truro after 4pm. In relation to the Dudman Farm development there were complaints made by local residents about the noise lorry drivers made during construction. He would be walking the Copperfields site with the developer to raise outstanding issues and in particular the proposed route of the Newham trail which was currently not suitable. He also undertook to raise the matter of the now derelict Tolgarrick farmhouse (while noting it was not owned by the Copperfields developer Persimmon).

Councillor Rich Cornwall Councillor Tregolls

Councillor Rich reported the CHAPS scheme, off Newquay Road had been recommended for refusal by the City Council's Planning Committee. He had attended a meeting with Cornwall Council planning officers where initially it was implied that the development would not go ahead then the Portfolio-holder appeared to advocate a similar design on a smaller scale. It was alleged officers were asked by the previous portfolio-holder not to inform Councillor Rich as local member of the new scheme. He expressed disappointment there had been an opportunity to develop a good scheme but instead there was a backlash from the local community. He also noted Cornwall Councillors' Community Chest funding had been reduced by half to £1400. In his new position as Cabinet Portfolio-holder for Environment and Climate Change he covered areas such as waste and recycling, nature recovery strategy and Mount Edgcumbe.

The Cabinet aimed to work with fairness, respect and inclusion and were currently working on priorities. At the next Cabinet meeting there would be items on Newquay Airport, procurement of care homes and Special Educational needs. Households had achieved a recycling rate of 53%, up 11% since food waste was collected. Next year Tetra packs and film would be collected for recycling. The contract with Biffa would end in 2029 and there will be an opportunity for public consultation. A new waste transfer station would also come online.


25/472

5. OPEN SESSION FOR ELECTORS OF TRURO

None.

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6. TOWN CLERK'S REPORT

The Town Clerk thanked 19 out of the 24 Councillors who had responded to the request for suggested priorities and encouraged those who had not already responded to submit their views as soon as possible. They would be collated ready for discussion at a workshop on 6 August. He was in the process of procuring work on social analysis and public consultation. Kid's Club had just started and over 40 people had attended the first session. He confirmed Regenco was responsible for paying the insurance for 15/ 16 King Street and the retailers contributed to the cost; this was at no cost to the City Council. Regarding CCTV, he would be meeting Redruth Town Council on 30 July to go through the detail of the comprehensive legal agreement which had been budgeted for and, in particular, the process of setting up the control room. The contract had been discussed with Police Inspector Wheeler and Mr Alun Jones of Truro Business Improvement District to obtain best value. Recording would take place 24/7 and recordings could be used for evidential purposes.

25/474

7. COMMUNICATIONS FROM THE MAYOR

The Mayor's report was **noted**. He referred to the July edition of the Pydar Street Development Newsletter had been circulated to Councillors.

25/475

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

Councillor Mrs Carlyon reported back on the South West Water Annual General Meeting she had attended recently, adding that South West Water had agreed to meet the City Council at a future date.

25/476

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

Councillor La Borde asked a question relating to charges and bookings for room hire at the Library building and Lemon Quay. A report covering the Library was circulated with the agenda. The Town Clerk confirmed income was broadly doing well and was £634 in the first Quarter of 24/25 and was £1,146 for the first Quarter of 25/26. There was normally a dip in bookings over the summer months and the lift being out of action for 2 weeks will impact on Quarter 2 income.

Regarding Lemon Quay most income was recorded in Quarters 3 and 4. Quarter 1 this year was broadly similar to Quarter 1 last year. The only loss was Truro College Art Show (previously reported) due to the uncertainty related to the Lemon Quay developing project.

25/477

10. AGENDA ITEMS

- a) The Minutes of the Parks and Amenities Committee Meeting held 8 July 2025 were **noted**.

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i. Truro City Council Surplus Plant Sale 15 July 2025 Minute PK/25/403

It was **noted** the Committee resolved that a surplus plant sale be held on 15 July 2025. 25/479

ii. End Of Year Plant Sale 4 October 2025 Minute PK/25/404

It was **noted** the Committee resolved that the monies raised at the End of Year Plant Sale be allocated to the Mayor's Charity Young People Cornwall and bags of plants be charged £5 per bag. 25/480

iii. Allotment Agreement and Organic Gardening Minute PK/25/399

It was proposed by the Mayor, seconded by Councillor Swain, and **RESOLVED** to adopt the revised Allotment Plot Tenancy Agreement with the following amendments to Schedule 1 Conditions of Use:

- a. Agreement Addition of new Paragraph 10.2: "The Tenant shall keep use of pesticides and insecticides to an absolute minimum and must ensure that wildlife, adjoining plots, hedges, trees and crops are not adversely affected if used."
 - b. Agreement Paragraph 10.3: Deletion of "(except rats which do not have legal protection in the UK)"
 - c. Agreement Addition to Paragraph 10.6: After "...City Council." It is the responsibility of Truro City Council to manage rat infestations on allotments. Tenants are requested not to use or store rodenticide on the allotment site."
 - d. Addition of Appendix 1 and Appendix 2 guidelines on the discouragement of rats at allotment sites and use of pesticides.
 - e. Interpretation Paragraph 8 Change "September" to "April".
 - f. Agreement Paragraph 10.1.2 change "31" To "30".
 - g. Appendix 1 Add "Truro City Council will regularly monitor all allotment sites."
- 25/481

iv. Drainage at Beechwood Parc/ Tinney Drive Minute PK/25/401

It was proposed by Councillor Swain seconded by Councillor Tann, and **RESOLVED** that Cornwall Council's Highways Department be given "in principle" approval to install a soakaway drain on land owned by Truro City Council at the top of Tinney Drive. 25/482

- b) The Minutes of the Planning and Licensing Committee held 10 July 2025 were **noted**. 25/483

i. Terms Of Reference Minute P/25/437

It was proposed by Councillor Swain, seconded by Councillor Tann, and **RESOLVED** to amend the quorum of the Planning and Licensing Committee from five to four. 25/484

- c) The Minutes of the Finance and General Purposes Committee held 14 July 2025 were **noted**. 25/485

i. Town Regeneration and Investment Programme

It was **noted** the Committee had resolved to contribute £3,500.00 match funding towards BID led assessment of Truro's Accessibility (F/25/456) and submit a funding application to Cornwall Council under the Town Regeneration and

Investment Programme by the deadline of 20 July 2025, to support the refurbishment of Zebs Youth Centre (F/25/457). 25/486

ii. 2025/26 Q1 Expenditure To Budget Report Minute No. F/25/451

It was proposed by Councillor Webb, seconded by Councillor Pascoe, and **RESOLVED** to approve an additional earmarked reserve of £3,000.00 for playground equipment renewals. 25/487

d) 2025/26 Q1 Expenditure To Budget Report

Having considered Parks and Amenities Committee Minute PK/25/400 and Finance and General Purposes Committee Minute F/25/453:

It was proposed by the Mayor, seconded by Councillor Stokes, and **RESOLVED** that the balance of the S106 monies allocated to general reserves for contingency expenditure. 25/488

e) STANDING ORDER 6.XIII REVIEW OF INVENTORY OF LAND AND ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT - UPDATE.

The Town Clerk emphasised the rebuilding of the Council's land and asset register was a work in progress. A3 copies of the register were available at the meeting. He agreed to check the ownership of Waterfall Gardens and the inclusion of the flat field at Malabar. The completion of the Council's annual asset register review for the year 2024/25, as set out in the accompanying Asset Management Review Report (Appendix A to the report) was **noted**. 25/489

It was proposed by Councillor Mayor, seconded by Councillor Stokes and **RESOLVED** that

1. It receives the summary of verified property and location data extracted from the Council's CAFM system (as set put in Appendix B to the report).

3. Council confirms that this review satisfies the Council's obligations under the Accounts and Audit Regulations 2015 and the Smaller Authorities Proper Practices Panel (SAPPP) Practitioner's Guide 2025 and forms the basis for asset-related disclosures within the AGAR and other governance frameworks. 25/490

f) STANDING ORDER 6XVIII REVIEW OF THE COUNCIL'S POLICY FOR DEALING WITH THE PRESS/MEDIA

It was proposed by Councillor Sunderhauf, seconded by Councillor Claxton, and **RESOLVED** that the Council's Policy for dealing with the Press/Media be approved. 25/491

g) STANDING ORDER XVI. REVIEW OF THE COUNCIL'S COMPLAINTS PROCEDURE

It was proposed by Councillor Pascoe, seconded by Councillor Swain, and **RESOLVED** that the Council's Complaints Procedure be approved. 25/492

h) CODE OF CONDUCT – DECISION NOTICE CORNWALL COUNCIL REFERENCE CCNO32/25/26

Council noted the decision dated 18 June 2025 of Cornwall Council's Monitoring Officer; that for the reasons set out in this Notice the subject Member had breached the Code of Conduct. The Mayor reminded Councillors they were not

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able to comment on the merits of the case and could only discuss whether censure was warranted. He also asked Councillor Nolan, the complainant, whether he had received an apology from Councillor Rabey, the subject member; Councillor Nolan stated he had not. The Mayor then turned to Councillor Rabey and asked whether he would make an apology; Councillor Rabey did not make an apology. The Mayor directed Council's attention to the recommendation of Cornwall Council's Monitoring Officer, that the subject member be censured.

It was proposed by the Mayor, seconded by the Deputy Mayor, and **RESOLVED** that the Subject Member, Councillor Sam Rabey be censured. [Councillor Stokes requested that her name be recorded as having abstained from the vote.] **25/493**

i) REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL

It was **noted** that the Council has appointed an independent internal auditor. **25/494**

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

- i. The revised policy and procedures following updates to proper practices guidance (including addition of assertion 10) be adopted.
- iii. The auditor be given the additional task in 2025-26 of testing the Council's procurement processes. **25/495**

j) STAFFING COMMITTEE DRAFT TERMS OF REFERENCE MINUTE 25/342

In relation to paragraph 13 of revised draft terms of reference, it was suggested the Staffing Committee consider retaining the services of a properly qualified independent person to make a recommendation to Council.

It was proposed by Councillor Stokes, seconded by Councillor Pascoe, and **RESOLVED** that the revised terms of reference of the Staffing Committee be adopted (a) with the addition of "associated" before "budgets" in paragraph 1 and (b) with the exception of paragraph 13 which is referred back to the Staffing Committee for discussion. **25/496**

k) AMENDMENTS TO STANDING ORDERS

i. FC Minute 25/342A

It was proposed by Councillor Swain, seconded by the Deputy Mayor, and **RESOLVED** that Standing Orders be amended to reflect that line management of the Town Clerk has changed from the Chairperson of Finance and General Purposes Committee to the Mayor.

[Councillor Biscoe requested that his name be recorded as voting against the motion.] **25/497**

ii. Amendment to Standing Orders 6

It was proposed by the Mayor, seconded by the Deputy Mayor, and **RESOLVED** that the following policies be reviewed only in an election year (unless changes to legislation would necessitate interim changes):

- xv. Review of the council's and/or staff subscriptions to other bodies;

- xvi. Review of the council's complaints procedure;
- xviii. Review of the council's policy for dealing with the press/media;
- xix. Review of the council's employment policies and procedures.

25/498

l) CITY EMERGENCY COMMITTEE

It was proposed by Councillor Stokes, seconded by Councillor Pascoe, and **RESOLVED** that the Mayor and Deputy Mayor (both ex officio) and Councillors Collins, Douglas-Martin, Sunderhauf, Tann and Wetherill be appointed to the City Emergency Committee.

25/499

m) WILLIAM YEOMAN BENNETT CHARITY FOR THE POOR, INCORPORATING THE JOHN WHITE CHARITY

It was proposed by the Mayor, seconded by Councillor Rabey, and **RESOLVED** that the Mayor (ex officio) and Councillors Biscoe, Claxton, Collins and Pascoe be appointed to the William Yeoman Bennett Charity for the Poor, incorporating the John White Charity.

25/500

It was proposed by the Mayor, seconded by Councillor Rabey, and **RESOLVED** that member appointments to the William Yeoman Bennett Charity and John Cooper Furniss Charity are for the four-year administrative period 2025-2029.

25/501

n) PYDAR STREET DEVELOPMENT DESIGN GROUP

It was commented four, not three Councillors should be appointed to the Group.

It was proposed by the Mayor, seconded by the Deputy Mayor, and **RESOLVED** that the Mayor, Deputy Mayor and Chairperson of Planning and Licensing Committee (all ex officio) and Councillors Claxton, Pascoe, Sunderhauf and Tann be appointed to the Pydar Street Development Design Group.

25/502

o) LIBRARY EXCHANGE AGREEMENT

A spelling mistake on page 123 "Deputy Mayo" was corrected to "Deputy Mayor". It was also noted this was a change to an existing agreement allowing for the exchange of library books on an annual basis rather than every six months.

It was proposed by Councillor Biscoe, seconded by Councillor Rabey, and **RESOLVED** that the Library Exchange Agreement be signed.

25/503

p) BANKING AND INVESTMENT STRATEGY 2025 – 26

It was proposed by Councillor Webb, seconded by the Deputy Mayor, and **RESOLVED** that the Banking and Investment Strategy 2025-26 be adopted including the amendment of Paragraph 2.2, addition of "... Including investigations as necessary into how ethical banking can be considered."

25/504

q) THE TRURO CITY COUNCIL EMPLOYEE HANDBOOK

The report was **noted**.

25/505

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It was proposed by Councillor Biscoe, seconded by Councillor Swain, and **RESOLVED** that the Employee Handbook be issued to Truro City Council Staff.

25/506

r) **COUNCIL CHAMBER SEATING PLAN**

The seating plan was discussed.

It was proposed by Councillor Webb, seconded by Councillor Biscoe, and **RESOLVED** that the seating plan remain as the interim example set out in the agenda and it be reviewed in 12 months' time.

25/507

11. CORRESPONDENCE

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

a. **To note climate skills information sent by Luci Isaacson**

Noted.

25/508

b. **To note Safer Cornwall Truro Safe City Profile 2025**

Noted.

25/509

c. **To discuss email dated 13 July 2025 regarding from Mr Mark Hilley**

There was a passionate debate about the points raised in the letter. A motion requesting Cornwall Council to clarify the relationship of Lord Hutton with investments in Israeli industry and connections with illegal Israeli settlements was lost upon a vote. **Noted.**

25/510

d. **To note message from Cormac about work on the Malpas Road junction off Trafalgar Roundabout**

Noted.

25/511

e. **To note that pursuant to the Proposed Pastoral (Church Buildings Disposal) Scheme a hearing date is likely to be 5 September 2025 in relation to the Closed Church Building of Truro St Paul.**

Noted.

25/512

It was proposed by Councillor Rabey, seconded by Councillor Swain, and **RESOLVED** that Councillor Biscoe be appointed to represent the Council at this hearing and that Cllr Honorary Freeman Wells be appointed as the deputy.

25/513

12. DATE FOR NEXT MEETING AND ITEMS FOR FUTURE MEETINGS

29 September 2025.

- Investigation into additional land use for future recreational and sports use in Truro.
- Standing Order 6.J. XVII Review of The Council's Policies, Procedures and Practices in Respect of its Obligations Under Freedom of Information and Data Protection Legislation.

25/514

13. COMMON SEAL

It was proposed by Councillor Pascoe, seconded by the 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. **25/515**

The meeting closed at 21:25.

C. H. Wells
----- MAYOR

29th September 2025

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