



## HAYLE TOWN COUNCIL

**COUNCIL MEETING**

**THURSDAY 7 NOVEMBER 2013**

Minutes of the Hayle Town Council Meeting held at the Hayle Community Centre, Hayle on Thursday 7 November 2013 commencing at 7.15pm with a **Public Participation Session**.

### **PRESENT**

Councillor J Ninnes (Mayor)  
 Councillors J Bennett, B Capper, G Coad, D Cocks, J Coombe, N Farrar, L Fox, R Lello, H Lyons, B Mims, O Philp, C Polkinghorne, J Pollard, A Rance

Acting Clerk David Gallie

### **7.15PM PUBLIC PARTICIPATION SESSION**

No issues were raised.

### **7.15PM THE MEETING COMMENCED**

#### **371 CHAIRMAN'S ANNOUNCEMENTS (FOR INFORMATION ONLY)**

The Mayor reminded Councillors about the meeting arrangements for the Remembrance Service and Parade on Sunday 10 November 2013.

A thank you card from the Town Clerk was read out to Members.

[7.17pm Councillor Capper joins the meeting.]

The Mayor introduced Pete Rylett, Clerk of St Erth Parish Council who had been helping the office staff that day in the Clerk's absence.

#### **372 TO RECEIVE APOLOGIES**

Apologies were received from Councillor Coad that he would be arriving late.

#### **373 TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Councillors Coombe and Pollard declared an interest in agenda item 16a (Minute 386 refers) and made the following statement: - 'In commenting on these applications I should make it clear that my comments are based on the information currently available and do not commit me to taking the same position if the matter is discussed at the Cornwall Council Planning Committee and full information is available.'

### 374 POLICE LIAISON

- a) To receive and note the monthly report

PCSO Youngman delivered a report for crime in the town for October 2013. He said that the higher numbers for violent crimes were worrying, but that eight had occurred at one incident.

[7.19pm Councillor Lello joins the meeting.]

He said that there had been a large increase in criminal damage – mainly windows and car windscreens being smashed – and that it was believed that nine or ten incidents involved the same culprits, who unfortunately had not yet been caught. He said that an appeal for the damage to stop had been issued on Facebook.

He added that a pattern of burglaries of cash and jewellery across Hayle, Portreath and Camborne indicated the likelihood that one professional burglar was responsible.

He reported that Sgt Mike Friday was patrolling the town in plain clothes and working hard to make the town safe.

In the question and answer session the following issues arose:

Councillor Rance reported that a pick up van with a trailer had been seen driving slowly along King George V Memorial Walk on several occasions and that it appeared to be clocking the site, especially Riviere Villas. PCSO Youngman agreed to report this to his colleagues. He also agreed to try to find the whereabouts of the owner/occupant, who was believed to be responsible for a heap of rubbish around one of the Riviere Villas. The meeting was also informed that it was believed that this person had been threatened with repossession of the other Riviere Villa by his mortgage lender. It appeared that he and his neighbour were living in each other's houses. PCSO Youngman agreed to try to find the person in question.

At this point Sgt Mike Friday and another police officer entered the room and informed the meeting that they were working hard, with massively reduced numbers of officers. He said that he was very concerned about criminal damage and burglaries, but was pleased to inform the meeting that a suspect had just been caught in Camborne. He said he was willing to listen to and commit time to any priorities Hayle Town Council might have.

PCSO Youngman informed the meeting that because King George V Memorial Walk was now officially closed to traffic on Sundays the Remembrance Sunday Parade road closures would mean traffic would be diverted up High Lanes from Foundry Square. PCSO Youngman and Councillor Farrar agreed on the type and placement of road closure signs required.

Councillor Farrar asked if it would be possible for the police to target drivers using mobile phones. He was informed that only recently two drivers using mobile phones and a bus driver drinking coffee at the wheel had been stopped. Councillor Bennett was informed that the penalty for breaching a road closure sign was a £30 unendorsable fine.

The Mayor thanked all the officers for reporting to the meeting and for their work in the town.

**It was resolved** to note the report (see Appendix C).

**375 TO APPROVE THE MINUTES OF FULL COUNCIL MEETING 17 OCTOBER 2013**

It was pointed out that the original schedule dates of the Amenities and Resource Committee meetings should be reversed.

**It was resolved** that, subject to the correction above, the minutes of the Full Council meeting 17 October 2013 be taken as a true and accurate record, the Mayor signing each page before placing them in the record book.

**376 TO DISCUSS MATTERS RAISED DURING PUBLIC PARTICIPATION 17 OCTOBER 2013**

All matters were dealt with on the night of 17 October 2013.

**377 TO RECEIVE A PRESENTATION FROM MARTIN RULE REGARDING HIS REPORT ON OBTAINING FUNDING FOR A TOWANS RANGER**

Councillor Bennett informed Members that the Towans Partnership had recommended a need for a ‘Sustainable Ranger’ for the Towans. He introduced Martin Rule who had been engaged to work on a one-year project to investigate the requirements of and funding for a Towans Ranger.

[Councillor Coad joins the meeting.]

Councillors were provided with a map of the area concerned (see Appendix D). Martin Rule reminded Members that the Towans Partnership had produced a report 20 years previously, whose objectives were still pertinent, especially the final one: that there should be collective responsibility for the Towans. He told the meeting that he was one month into the project and was currently visiting landowners in the area. As the Towans are multiple-owned this meant that there would be numerous ideas, wishes, requirements and issues to be addressed. His aim was to confirm the need for a ranger and to see how the position could be funded, including whether Towans landowners would be prepared to give their financial support and the probable need for matched funding.

Mr Rule said he welcomed the views of Hayle Town Council and offered to take questions.

Councillors generally expressed great enthusiasm for the project.

In the question and answer session that followed Martin Rule agreed to look further into the issue of the pond overflow near Western Block. In response to comments regarding the removal of the sea buckthorn from the Towans, Mr Rule stated that the buckthorn was being removed because the area was an SSSI and its main value came from the sand dunes and grasses and that these are threatened by scrub encroachment. He reassured Councillors that he did not think there would ever be enough money available to remove all of it. Regarding concern about the removal of trees on the road to the old dynamite factory, which has led to many dead birds, especially crows, being found by dog walkers there, Mr Rule said he would look into the matter. Concern was also expressed regarding the continuing use of barbed wire on the Towans, but Mr Rule replied that most people whose views had been sought on the matter were happy when they saw the animals and that the area in question was still traversable.

Martin Rule said he would keep Hayle Town Council informed regarding his efforts to obtain funding and his recommendations for the job description of the Towans Ranger.

The Mayor thanked Mr Rule for his presentation.

### **378 TO RATIFY THE DECISION MADE ON 5 NOVEMBER 2013 IN RELATION TO THE CHOICE OF CONTRACTOR FOR THE BEACH ACCESS SCHEME**

David Gallie, on behalf of the Clerk, circulated a summary report from Mike Shillaber, Procurement Category Lead, Cornwall Council, regarding the choice of contractor for the beach access scheme.

**It was resolved** that due to the sensitive nature of the information the press and public be excluded from this agenda item. (Councillor Lello objected to the resolution and asked that his objection be recorded.)

Mr Gallie said that it was heartening that the tender weighted best for quality was also later weighted best for price. He added that some conditions were still to be finalised, such as the colour of the pathway.

Councillor Pollard reminded the meeting that the beach access project had been five years in the making and that it would not have happened without the efforts of Eleanor Giggall, the Clerk, and Jo Howard, Community Regeneration Officer, Cornwall Council, and later Councillor Capper, Councillor Coad and Mike Shillaber, whose contribution in the later stages had been fantastic. He was pleased that Ms Tacchi was now agreeing in principle to the scheme.

**It was resolved** to ratify the decision to appoint TMS Ltd to carry out the works for the beach access scheme.

**It was resolved** to write to Mike Shillaber to thank him for his contribution to the project.

**It was resolved** to thank the Clerk for all her efforts from the very start of the project to its final stages.

**It was resolved** to allow the press and public back into the meeting.

### **379 TO DISCUSS THE PROPOSED EMAIL PROTOCOL**

Firstly, Councillors were reminded that all emails to and/or from Councillors and staff using Hayle Town Council email addresses were subject to freedom of information requests.

It was agreed that, although email is a useful medium for information sharing and a good way to get information to a large number of people at once, it should be recognised that email is not usually a suitable medium for all discussions. It should never be assumed that someone has read an email and if something is urgent, the sender should telephone if no response is received from an email.

The following protocol was proposed for Town Council communications:

- a) Email is suitable for the Clerk to send information to Councillors.

- b) Councillors may email other Councillors with information and links – there is no presumption that this will be read immediately. If the issue is important the Councillor should telephone.
- c) Councillors should be careful not to ‘Reply All’ to an email when it is unnecessary.
- d) Email should only be used for decision making as an exception.
- e) Proposals should be made through Full Council – suggestions can be made in an email for general discussion etc, but if something is to be proposed and agreed it needs to go on an agenda for discussion. Debate should be held in the Council chamber.
- f) Email etiquette should be observed:
  - i) Use of capitals other than for normal punctuation is not acceptable;
  - ii) Use of bad language is not acceptable;
  - iii) Forwarding emails to parties outside the Council is not acceptable.
- g) E-rows are not acceptable.
- h) All emails sent on Council email addresses can be released as part of a freedom of information request.

**It was resolved** to adopt the above email protocol.

**380 TO DISCUSS ISSUES REGARDING THE SKATE PARK AT THE RECREATION GROUND, INCLUDING THE CORRESPONDENCE FROM CORNWALL COUNCIL REGARDING THE COST OF REPLACING THE LIGHTING TIMER WITH A MORE SECURE UNIT**

In response to the correspondence from Cornwall Council, it was agreed that although some skaters at the skate park had admitted causing damage by tampering with the lighting equipment, other damage had been caused by non-skating young people seen hanging around and drinking.

It was suggested that a sign be attached to the electrical cabinet informing skaters that ‘These lights are on from 6pm to 10pm.’ It was thought by one Member that there was a fade facility in the current lighting and if this was the case it should be reflected in the signage.

It was established that currently one set of lights is working, although it was unclear whether this was due to a Cornwall Council repair; Tom Marks of Cornwall Council had been contacted to alert him to this fact.

The meeting was advised of alternative colours of lighting and means of controlling the lighting, such as user-controlled lights within a specified period (such as 6 – 10pm), for example as is the case at a new skate park in Plymouth.

Councillor Fox notified the meeting that there was no rubbish bin in the skate park, which contributed to the littering there and asked if one could be moved from elsewhere in the town where the need was not so great. She also informed Councillors that Hayle Youth Project’s graffiti project which had been started last year but not completed would be re-started in the

near future and that the Hayle Youth Project manager was willing to deal with the anti-social behaviour occurring at the skate park.

**It was resolved** that Hayle Town Council obtain a specification for the quotation received and, provided it is satisfactory, pay for the fixing of the electrical cabinet box, funding for which is to come from contingency and which may be offset by a contribution from the two Cornwall Councillors' Community Fund.

**It was resolved** that Hayle Town Council research the different options for the enhancement of the lighting, such as alternative colours of bulbs and user-controlled lighting switches.

With regard to the above resolution Councillor Fox agreed to contact local skaters to find out what their preferences might be.

**It was resolved** to ask Rolf Necke of Cornwall Council to see if it would be possible to re-locate one of the town's rubbish bins to the skate park.

### **381 TO APPROVE AND ADOPT THE HAYLE TOWN COUNCIL DIGNITY AT WORK POLICY**

The meeting was informed that this policy applied to staff and to Councillors when interacting with staff.

**It was resolved** to approve and adopt the Hayle Town Council Dignity At Work Policy (see Appendix E).

### **382 TO CONSIDER THE PROPOSED CHRISTMAS OFFICE CLOSURE DATES OF 27, 30 AND 31 DECEMBER 2013**

**It was resolved** to approve the Christmas office closure dates of 27, 30 and 31 December 2013.

### **383 REPORTS OF OTHER COMMITTEES FOR APPROVAL**

There were no reports from other committees for approval.

### **384 REPORTS FROM OTHER BODIES/WORKING PARTIES/EVENTS**

Councillor Bennett announced that the next Neighbourhood Planning meeting would be held on 12 November 2013.

Regarding Flooding and Emergency Planning, Councillor Polkinghorne informed the meeting that he had attended the Community Flood Forum meeting in St Austell and that he was now its Councillor representative for West Cornwall and that there was a £250,000 grant available to Town and Parish Councils for flood prevention measures. He had met with Martin Rawlings, the Emergency Planning Officer, who had agreed to help the working party to write a plan for Hayle.

**It was resolved** that Hayle Town Council support the application for funding of £1500 for Angarrack and that it act as banker for the money should the application be successful.

Councillor Lyons reported that he had attended a renewable energy event at Falmouth's Tremough Campus which demonstrated that first rate work was being done by Cornwall Council.

Councillor Lyons presented his report on the Hayle Retail Park Shopper Survey – October 2013, which sought the views of shoppers regarding the proposed new retail park adjacent to the current retail park. He told the meeting that there were plans to carry out one more survey when the ASDA store was completed, so that its impact on Hayle could be taken into account. It was agreed that linked trips, which were mentioned in the report, required the presence of attractions in Hayle. In response to a discussion the meeting was informed that the Town Council could ask for employees to receive a living wage, but that it was not in a position to make it a requirement.

Councillor Ninnes informed the meeting that the Community Network Panel had met and that it had been interesting to learn of Gwinear-Gwithian's issues.

[8.45pm Councillor Farrar leaves the meeting.]

There was agreement that different Town and Parish Councils needed to inform each other about the engagement of consultants so that costs and information could be shared. Councillor Ninnes stressed the importance of considering Cornwall Council's final document regarding the Community Infrastructure Levy when it was available.

### **385 ACCOUNTS**

- a) To approve the Income and Expenditure of the Council 2013/2014 as listed on Appendix B

**It was resolved** to approve the Income and Expenditure of the Council 2013/2014 as listed on Appendix B.

### **386 PLANNING MATTERS – requests for urgent attention**

- a) To consider Planning Applications: PA13/08363; PA13/08957; PA13/09719 and PA13/09720

Councillor Lello declared an interest in PA13/08363.

[9.25pm Councillor Lello leaves the room.]

[9.30pm Councillor Coombe leaves the meeting.]

**For the resolutions on individual planning applications see Appendix A attached.**

### **387 STANDING AGENDA ITEMS**

- a) Hayle Harbour Update

Councillor Ninnes reported that there had been a useful meeting with Bowmer & Kirkland on Friday 1 November 2013. It was agreed that Councillor Bennett would invite their representative, Simon Humphrey, to Council to give a talk to the public in Room 7 at the Community Centre. It was reported that there was a disagreement regarding the tip on Viaduct Yard. Bowmer & Kirkland were of the opinion that they had detailed planning consent for the area, but the Town Council thought that only outline planning permission had been granted. It was agreed that the situation needed to be clarified.

Councillor Capper informed the meeting that he had met with Ray Crabb, Estate Adoptions Officer, Cornwall Council, to discuss the plan to re-route the cycleway on Carnsew Road at the junction with Foundry Lane in light of the South Quay development and that they had identified the need for some land to be transferred or dedicated to Cornwall Council. Ray Crabb and/or Simon Humphrey would attend the Full Council meeting on 21 November 2013 regarding this issue.

b) Cornwall Council Update

It was reported that residents of Cross Street would like the street to be made a one way street, allowing traffic to go down the street only. Cornwall Council was to consider this request, which would come to Hayle Town Council for discussion in due course.

c) Community Asset & Devolution of Services Update

David Gallie informed the meeting that the dilapidations report had been received from Cornwall Council, but that no costings were available as yet. It was agreed that the working party needed to discuss the report and that Hayle Town Council office would email the members to set a date for a meeting. Councillors Ninnes, Lello, Rance and Cocks asked that the report be emailed to them.

### 388 CLERK'S REPORT/CORRESPONDENCE/MEETINGS/INCIDENTALS

- a) To consider the correspondence from Cornwall Council offering training in 'Understanding Affordable Housing in the Planning Process and Economic Viability'

**It was resolved** to accept the offer of training.

- b) To consider the correspondence from Kirsty Jones regarding the Hayle & St Ives Children's Centre Advisory Board

**It was resolved** that Councillor Rance be Hayle Town Council's representative on the Hayle & St Ives Children's Centre Advisory Board and that Kirsty Jones be informed.

- c) To consider Councillor Mims' correspondence regarding inviting Ms Lezli Boswell, Chief Executive of the Royal Cornwall Hospitals NHS Trust, to a Town Council meeting

There was a discussion about the current situation regarding the closure of certain wards and services at St Michael's Hospital and it was suggested that the Mayors Healthcare Campaign Partnership might be a better forum for a meeting with Ms Boswell.

**It was resolved** to write to Lezli Boswell inviting her to attend a Town Council meeting and to notify other interested groups, such as the Chair of the Friends of St Michael's Hospital and the partners at Bodriggy and Praze Surgeries, that such an invitation had been sent and that they would be informed of the date and time of the meeting, should the invitation be accepted.

d) Meetings

Members were reminded of the Neighbourhood Planning meeting on 12 November, the Amenities Committee meeting on 14 November and the Planning Training scheduled for 11 December 2013.



e) Incidentals

It was stated that the incidentals were available on request.

The meeting closed at 10.03pm.

**Approved by the Council as a true record, at its meeting 21 November 2013**

**Town Mayor.....Date.....**