



# HAYLE TOWN COUNCIL

**EXTRAORDINARY MEETING**

**THURSDAY 14 DECEMBER 2023**

Minutes of the Extraordinary Meeting held at The Assembly Room, Hayle Community Centre on Thursday 14 December 2023 commencing at 7.15pm.

**PRESENT**

Councillors

B. Capper, P. Channon, A. Groves, J. Lawrenson-Reid (Deputy Mayor), J. Martin, J. Ninnes, and D. Raymer

**ALSO PRESENT**

E. Giggall-Hollis, Town Clerk, M. Costello, Committee Clerk, and B. Goraus, Finance Officer

**7.15 PM MEETING COMMENCED**

**E5 TO RECEIVE APOLOGIES**

Apologies were received from Councillors Dinham, Hayes and Rance.

**E6 TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

There were none.

**E7 TO CONSIDER THE COSTED OPTIONS FOR THE DAILY CLEANING AND OPERATION OF THE PUBLIC CONVENIENCES, WASTE MANAGEMENT AND LITTER PICKING AND ADDITIONAL ASSOCIATED WORK AND AGREE HOW THESE WILL BE DELIVERED AS OF 1 APRIL 2024**

The Clerk had prepared a report which had been shared prior to the meeting, including the figures and options for the daily cleaning and operation of the public conveniences, waste management and litter picking and additional associated work. She explained that following the last Full Council Meeting, an idea to link the contracts had been raised and this had been explored by Officers to present the recommendation. She clarified the terms of the contract.

Members thanked the Clerk and Officers for the work involved.

**It was resolved to:**

- 1 Enter a four-year Toilet Cleansing Contract, with break clauses to Crystal Clear, £53,377
- 2 Allow a sum in the budget for additional cleans, if required, £8,000
- 3 Allow a sum for litter picking ad hoc agreement with Crystal Clear, £15,000

- 4 Accept Cornwall Council's quote for the servicing of bins (plus Hayle Town Council (HTC) buying additional bins and potentially putting in some recycling facilities at Hayle Rec and Walk), £10,000

**E8 TO RECEIVE AN UPDATE REPORT ON THE REVIEW OF CCTV MONITORING ARRANGEMENTS AND CONSIDER AN ALTERNATIVE SERVICE DELIVERY OPTION, WITH ASSOCIATED COSTS**

The Clerk explained that she had received updated figures from St Ives Town Council and had prepared and shared a report with Members prior to the meeting.

Members considered the benefit of this proposal, which includes an element of flexibility and pro-active monitoring. They accepted the costings which were within the budget and thanked the Clerk for her efforts.

**It was resolved to:**

- 1 Enter into a joint contract between St Ives, Penzance and Hayle town councils and the proposed external contractor to deliver a single CCTV monitoring and maintenance contract on the general terms set out with the aim of delivering a service at the Island Centre, St Ives.
- 2 Make any necessary budgetary provision to accommodate set up and running costs, seeking to maximise match funding and financial contributions from partners wherever possible.
- 3 Request that it waives standing orders 19 (a). v and financial regulation 11 (1). d to negotiate a contract directly without an additional competitive procurement process on the basis of the time critical nature of the contract, scarcity of operators within the local market and the business case.
- 4 Serve notice on Cornwall Council and terminate the current contract (previously delegated to the Clerk) once all matters have been resolved and a go-live date agreed.

**E9 TO CONSIDER CONTRIBUTING TOWARDS A FEASIBILITY STUDY WITH OTHER TOWN AND PARISH COUNCIL TO EXPLORE THE MERITS OF A CORNWALL COMMUNITY (VISITOR) CONTRIBUTION SCHEME – AS DISCUSSED BY FULL COUNCIL 7 DECEMBER 2023**

The Clerk had shared details prior to the meeting, of an indicative quote for the feasibility study into the practical development of a voluntary tourism investment scheme, which she had received from the Clerk of St Ives Town Council. It was explained that the Mayor, Deputy Mayor and Clerk had attended a meeting to explore this possibility of potential income for Hayle, and that there was interest from potentially 4 or 5 other towns, who would share the cost of the feasibility study.

Members felt that this quote had been prepared for St Ives, and that stakeholders in Hayle may not be taken into consideration, which would be of no benefit to the taxpayers of the town, and they also felt the scheme would have substantial operating cost implications. Members were guided by Divisional Member Cllr Peter Channon advising them of the work Cornwall Council is currently doing in relation to Sustainable Tourism and it was agreed to wait and see how that work is received and progressed in the new year.

**It was resolved** to politely decline the offer to join the Cornwall Community (Visitor) Contribution Scheme, due to severe pressure on HTC's budget, pending the outcome of the tourism review from CC on this subject.

**E10 TO REVIEW AND AGREE THE BUDGET AND PRECEPT FOR 2024-25 FOR RECOMMENDATION TO FULL COUNCIL, BUILDING IN THE DECISION/S OF AGENDA ITEMS 3, 4, AND 5 ABOVE, IF APPROPRIATE**

The Finance Officer displayed the draft precept figures on the projector, as approved at the Resource Committee Meeting of 23 November 2023, and she explained the proposed figures for each budget head.

Members discussed the savings of around £100,000 which had been made by accepting the Clerks' proposal relating to agenda item 3, (*minute E7 refers*).

The Clerk asked Members to consider the potential increase in Election costs, following an overhaul of expenses by CC.

She discussed the costs incurred in staffing the Library, to cover sickness, holiday pay and covering annual leave. Members agreed that this is an invaluable service for the community, and an additional £10,000 was added to this budget head.

They discussed the charges included in the budget, for Legionella testing at the Community Centre £680.00 and the Library £1240.00. Following the resolution to award the contract the Crystal Clear, (*minute E7 refers*) these figures were removed as this service is included.

Members accepted the Facilities and Contracts Manager's recommendation to increase the amount included for Japanese Knotweed spraying and the removal of Bamboo to £5,000.

A query had been raised prior to this meeting about the cost of £21,000 for the Civil Enforcement Officer, and the Clerk had circulated reports and explained details about this service, which was accepted by Members.

The Finance Officer displayed the revised draft Budget figures, which had been reduced to £1051,864 and the draft Precept figure of £944,758, which was a 24.91% increase on last year's budget, giving an increase of 21.85% on the council tax of a Band D property.

**It was resolved** to:

- i) Include the figure of £20,000 for the provision of a new CCTV service.
- ii) Increase the budget for the Swimming Pool admissions to £18,000.
- iii) Add £10,000 to the Library Budget to cover additional staffing costs.
- iv) Remove the costings of £680.00 for Legionella testing at the Community Centre and £1240.00 at the Library.
- v) Add in the costs for the toilet cleansing contract and waste management costs as outlined in minute E7 above.

**It was resolved** to agree the budget amount of £1051,864 and **it was resolved** to agree the

Precept amount of £944,758 for recommendation to Full Council on 21 December 2023.

**E11 TO APPOINT AN ADDITIONAL INTERNAL AUDITOR**

**It was resolved** to appoint Councillor Groves as an additional Internal Auditor.

The meeting closed at 8.37pm.

**Town Mayor .....**

**Date .....**