

**MINUTES OF THE GENERAL PURPOSES COMMITTEE MEETING** held in Committee Room No. 3, St. John's Hall, Penzance on Monday 15<sup>th</sup> September 2008 at 7.00 pm.

**PRESENT**

Councillor J Ruhrmund (Chairman)

Councillors M Freeman  
RM Lawrence  
M Lovegrove  
JF Moreland  
D Nebesnuick  
PCH. Rendle

26. **APOLOGIES**

Councillors R Clark, CA Dennis, RA Mann, H Worth.

Absent without apologies: Councillors KLW Perry, SJ Reed.

27. **TO RECEIVE DECLARATIONS OF INTEREST**

Councillors Rendle and Ruhrmund declared a prejudicial interest in Minute 29.(f) Penzance HM Revenue and Customs Office closure – Councillor Rendle as an employee of HM Revenue and Customs and Councillor Ruhrmund as a relative of an employee.

Councillor Ruhrmund declared a personal interest in Minute 30.(a) Street Trading Application Jonathan Holmes, due to her position as a District Councillor for Promenade Ward.

Councillor Ruhrmund declared a personal interest in Minute 34.(d) Market Jew Street Improvement Scheme as Chairman of the panel.

28. **MINUTES OF MEETING HELD ON 30<sup>TH</sup> JUNE 2008**

Having been circulated, it was

**RESOLVED:** that they should be signed as a true and correct record.

29. **REPORT OF TOWN CLERK**

(a) Charles Terence Estates / PAS – Cllr Freeman to report on Consultative Panel meeting

Councillor Freeman provided a written and verbal report of a meeting of the CTE/PAS Consultative Panel that took place on 8<sup>th</sup> September and copies of the written report were distributed to members present and copied with the minutes to all other members.

The meeting had been attended by officers of Penwith District Council and representatives of resident action groups and, whilst the PDC officers admitted that some errors of judgment had been made when introducing the PAS scheme to Penzance, it was felt that setting up a Consultative Panel was a positive move towards resolving the problems and issues that resulted from the establishment of homes for 'chaotic' singles throughout the town.

It was confirmed that some of the buildings that had been procured for CTE/PAS were currently not in use and that the possibility of leasing these houses to assist adults with learning difficulties or other client bases was being investigated.

Thanks went to Councillor Freeman for bringing the problems of the scheme to the attention of the Town Council and for providing a comprehensive report and it was

**RECOMMENDED:** that a letter be sent to Alan Hampshire requesting a list of the addresses that have been procured for the scheme (to be kept in confidence in the Town Clerk's office and used for reference purposes only).

It was further

**RECOMMENDED:** that Councillors M Freeman and J Parkin be nominated to serve as the Town Council's representatives on the Consultative Panel and for this matter to be taken forward to full Council for resolution.

(b) Amendment of the name of Penzance Town Council

The Town Clerk reminded members that at the meeting of the General Purposes Committee on 21<sup>st</sup> January 2008 the suggestion was made to change the name of Penzance Town Council in order to clarify the inclusion of Newlyn, Mousehole and Gulval in the Parish and, after some discussion, it was

**RECOMMENDED:** that, although the Council would still be known generally as 'Penzance Town Council', the letterhead paper should be altered to include the strap line: 'incorporating Newlyn, Mousehole and Gulval'.

(c) Name badges for Councillors

Councillor Worth had noted that members of Hayle Town Council are supplied with identity badges to wear at official functions, receptions etc. and it was agreed that this could also be adopted by Penzance Town Council and it was

**RECOMMENDED:** that Penwith District Council be asked if they could produce identity badges for the Town Council.

The Town Clerk took this opportunity to inform members that Michael Johnson of Newlyn Copperworks had been asked to provide a quote for producing badges of office for the Civic Deputies which would incorporate the Fishermen's Memorial in the design and that this would be discussed at the forthcoming Finance and Property Committee meeting and it was

**RECOMMENDED**: that the position be noted.

(d) PDC Young Citizen of the Year Award 2008

Correspondence had been received from PDC asking for nominations for the Young Citizen of the Year Award which had unfortunately been postponed until 22<sup>nd</sup> October due to the lack of responses so far. Young people aged between 11 and 18 were eligible to be nominated for the award and a nomination form was available from the Town Clerk's Office with a closing date for nominations of 26<sup>th</sup> September and it was

**RECOMMENDED**: that the position be noted.

(e) Penzance Cemetery – capacity at current burial ground

The Town Clerk had been informed that Penzance Cemetery was nearing full capacity and plots were now only available for immediate burials. A short term alternative measure would be to use Madron Cemetery and PDC was looking into the possibility of purchasing land on the western fringe of the town and it was

**RECOMMENDED**: that a letter be sent to PDC asking if the land in question had been considered in the context of affordable housing and also in the Area Action Plan.

(f) Penzance HM Revenue and Customs Office closure – responses to Council representation

The Chairman having declared a prejudicial interest in this item, the Town Clerk advised of responses received as follows:-

A letter of thanks for the Town Council's support had been received from the Public and Commercial Services Union and a further letter from HM Treasury had been forwarded by Andrew George MP (this would be copied to all members for the next full Council meeting) that set out the background behind the proposals to close the Penzance office and it was

**RECOMMENDED**: that the position be noted.

(g) Bendigo/Nevada City Twinning Association – report of meeting on 4<sup>th</sup> September 2008

Councillor Freeman, as Chairman of the Twinning Association, provided a verbal report on the meeting that took place on 4<sup>th</sup> September (the Minutes of which would be copied to all members for the next full Council meeting) and informed members that the decision had been made to split the association into two sections – Bendigo and Nevada City, with Andy Hazlehurst being appointed Chairman of the Nevada City element and Alan Hoskin-Johns being appointed Vice-Chairman as it was felt that the link with Nevada City would be better promoted by people who already had a strong association with that town. However, both sides of the twinning association would continue to meet jointly for administration purposes.

Councillor Freeman also reported that links between primary schools in Penzance/St Just and Bendigo had already been set up and that Steve Roddy, a teacher at Nevada City High School who attended the Golowan Festival each year, was keen to establish similar links with schools in Penzance.

Councillor Freeman took this opportunity to record a vote of thanks to Teresa Fogarty for her administrative support to the Twinning Association and it was

**RECOMMENDED**: that the position be noted.

- (h) Penzance / Concarneau Twinning Association – report re delegation visit to Concarneau

The Town Clerk informed members that a copper plate, produced by Newlyn Copperworks, had been taken to Concarneau as a gift to commemorate the 25<sup>th</sup> Anniversary of the Twinning Association and it was agreed that this item should be taken forward to full Council for Councillor Cotton to provide a verbal report on the visit and it was

**RECOMMENDED**: that the position be noted.

- (i) CCTV System – update report

The Town Clerk reported that the West Cornwall CCTV Quarter 4 Report (2007-2008) was available for anyone who wished to have sight of this. A meeting would be arranged with Alan Hampshire to obtain an update on the outcome of the tender process and it was hoped that this information would be available to report at full Council and it was

**RECOMMENDED**: that the position be noted.

- (j) Post Office “Network Change Programme”:

- (i) Response from Postwatch

Following the public consultation period on the proposed changes to the post office service, a report had been received from Postwatch that supported the objections to the proposed closure of the Morrab Road and Alverton post offices and this had been copied to all members for information.

- (ii) Response from Post Office

A letter of acknowledgement had been received from the National Consultation Team at the Post Office in reply to the Town Council’s response to the proposed closures.

- (iii) Response from local M.P.

Andrew George MP had written a letter of thanks for the Town Council’s consultation response.

It was pointed out that closure of the post office at Alverton would affect both Promenade and Central wards and concerns were expressed that if Alverton post office was saved, St Clare post office may be closed and it was

**RECOMMENDED:** that the position be noted.

- (k) BT Consultation – Removal of Phone Kiosks – copy received of Penwith DC’s final consultation response

Penwith District Council had provided a copy of the final response to the BT consultation on the removal of phone kiosks in which the only objection they did not share with the Town Council was to the removal of the phone kiosk at Tregavarah and this was based on responses received from District Ward councillors and members of Madron Parish Council and it was

**RECOMMENDED:** that the position be noted.

- (l) Tourism:

- (i) PTAG – Agenda for Meeting on 18<sup>th</sup> September 2008

The agenda for the above meeting was available from the office for anyone who wished to have sight of it and it was

**RECOMMENDED:** that receipt be noted.

- (ii) Tourism Focus Newsletter

This newsletter having been circulated to all members it was

**RECOMMENDED:** that receipt be noted.

- (m) Police Matters:

- (i) Report from Cllr Lovegrove on Community Visit

Councillor Lovegrove’s written report had been circulated to all members prior to the meeting and the Town Clerk informed members that Inspector Mark Eccles (new Inspector at Penzance Police Station) would be invited to attend the full Council meeting in order to introduce himself to members and it was

**RECOMMENDED:** that the position be noted.

- (ii) Notification of acting Neighbourhood Beat Sergeant

Notification had been received that Sergeant Peter Simms was currently engaged on other duties and that Sergeant Andy Crawford was acting beat sergeant for the town area and it was

**RECOMMENDED:** that the position be noted.

- (iii) PACT – notification of meeting on 11<sup>th</sup> September and minutes of meeting held on 3<sup>rd</sup> July 2008

Members were reminded that the PACT meetings were open to all individuals who wished to attend in the capacity of residents of the town and that past actions resulting from these meetings had been, on the whole, very successful. PACT was now concentrating on tackling alcohol-related problems and it was

**RECOMMENDED:** that the position be noted.

- (n) CCTP Training Courses

A timetable of training events held by Cornwall County Training Partnership had been received in the Town Clerk's Office and the various courses included a 'new councillor' course on 21<sup>st</sup> November in Helston and it was

**RECOMMENDED:** that the position be noted.

- (o) List of Circulars Received (See Appendix 'A')

The circulars, as listed in Appendix 'A', were available to any member who wished to have sight of them and it was

**RECOMMENDED:** that receipt be noted.

- (p) Reports from Outside Bodies (see Appendix 'B')

The reports and minutes, as listed in Appendix 'B', were available from the Town Clerk and it was

**RECOMMENDED:** that the position be noted.

- (q) Items for Information:

The Chairman informed members that the following items had been received and were available from the Town Clerk's Office for anyone who wished to have further information:

- (i) Information from PDC re "Fitness for all Demonstration" on 29<sup>th</sup> September
- (ii) Cornwall's Local Involvement Network – Open Meeting and Newsletter
- (iii) CRCC – Community Planning E-Newsletter
- (iv) CALC – "Creating Chances – Places for Players"
- (v) "Our Money Your Dream"
- (vi) Local Councils Update Newsletter
- (vii) Cornwall County Fire Brigade's IRMP Service Plan
- (viii) Festival of the Arts in Newlyn
- (ix) Reducing Waste in Cornwall pamphlet

- (x) “Clean Cornwall”

And it was

**RECOMMENDED:** that receipt be noted.

30. **FINANCIAL POSITION**

Members were informed that the possibility of renewing and updating the infrastructure that supports the Christmas lights was currently being looked into but that, due to the high cost involved, this may have to take place in stages over a couple of years.

The committee then considered its financial position to the 31<sup>st</sup> July 2008 and it was

**RESOLVED:** to note the position.

The committee also considered payments made in the months of May, June and July 2008 and it was

**RESOLVED:** to approve such payments (see Appendix “C” for both financial position and payments made).

31. **STREET TRADING APPLICATIONS**

- (a) Jonathan Holmes – trading in take-away foods on the promenade by handcart or bicycle cart, daily April to October, 11am to 4pm.

It was

**RESOLVED:** to request further information and clarification of the type of take-away food it was proposed to sell.

- (b) Paul Tanner, ETS Electrical Services – promotional car on Causewayhead on 25<sup>th</sup> October 2008 from 9am to 5.30pm

This application had been dealt with under delegated powers during the summer recess when no objection was raised and it was

**RESOLVED:** to note the position.

32. **LICENSING**

- (a) Notification of Licensing Panel meeting on 20<sup>th</sup> August 2008

Notification of the Licensing Panel meeting that took place on 20<sup>th</sup> August had been received and it was

**RECOMMENDED:** that the position be noted.

- (b) PDC Licensing Committee – Request for Creation of Cumulative Impact Policy for Penzance

The creation of a Cumulative Impact Policy for Penzance had been supported by the Town Council in the past and notification had now been received from PDC that such a policy had been adopted at the meeting of the District Council on 3<sup>rd</sup> September and it was

**RECOMMENDED:** that the position be noted.

33. **HEALTH MATTERS**

- (a) Letter from Keep Cancer Care in Cornwall Campaign to Editor of Health Service Journal

Correspondence had been received informing the Town Council that further scrutiny into the proposals to remove cancer care from Cornwall was taking place and that the ‘Keep Cancer Care in Cornwall’ campaign was ongoing and it was

**RECOMMENDED:** that the position be noted.

- (b) Letter from Councillor Lawrence to the Secretary of State for Health

Councillor Lawrence had written to the Secretary of State for Health objecting to the proposals to remove cancer care from Cornwall and pointing out the expense and trauma caused to patients having to travel long distances to receive appropriate medical care and it was

**RECOMMENDED:** that the position be noted.

- (c) Mayors Parlour Campaign Team meeting on 7<sup>th</sup> July 2008 (report from Cllr Cotton)

This item was left open for Councillor Cotton to report on at full Council and it was

**RECOMMENDED:** that the position be noted.

34. **REGENERATION MATTERS**

- (a) Defra Consultation – “Our Seas – A Shared Resource”

The above Defra consultation paper had been copied to all members with a response deadline of 30<sup>th</sup> September. However, members felt it was very unclear how the proposals would link into the regeneration of Penzance harbour and promenade and would like to see methods of enhancing the biodiversity of the sea highlighted and it was

**RESOLVED:** that the Town Clerk would write to Defra requesting clarification of how the objectives would impact on sea defences and how it links into the draft marine bill and, if a response was received in time, this would be taken forward for further consideration at the full Council meeting.

- (b) Penzance and Newlyn Regeneration Management Group – Agenda for meeting held on 7<sup>th</sup> August 2008 and Minutes of meeting held on 26<sup>th</sup> June 2008

The meeting scheduled for 7<sup>th</sup> August had been cancelled due to a number of absences and the next meeting had been arranged for Thursday 18<sup>th</sup> September and the Town Clerk would provide a verbal report of the meeting at the next full Council meeting and it was

**RECOMMENDED**: that the position be noted.

- (c) Newlyn Fish Industry Forum – notification of meeting to be held on 24<sup>th</sup> September and Minutes of meetings held on 12<sup>th</sup> May and 29<sup>th</sup> July 2008

Minutes of the above meetings were available from the office and the Town Clerk would attend the next meeting on 24<sup>th</sup> September and it was

**RECOMMENDED**: that the position be noted.

- (d) (i) Market Jew Street Improvement Scheme

The draft report on the Market Jew Street scheme had been distributed to members with the request to provide responses and comments direct to PDC. However, very few responses in general had been received so far and the Chairman expressed concerns about how best to present the report to the Unitary Authority without adequate input from stakeholders and advised that she was still prepared to take comments and it was

**RECOMMENDED**: that the position be noted.

- (ii) Update from Penny Stokes, Conservation Officer, re additional public realm works within THI project

The Town Clerk reported that the list of building owners wishing to be included in the THI project was now over-subscribed and no new applicants could be accepted. Some public realm money was still available and it was hoped that this would be used to refurbish Queen Square and the area at the bottom of Causewayhead and it was

**RECOMMENDED**: that the position be noted and that the Town Clerk would report back with a further update at the full Council meeting on 29<sup>th</sup> September.

- (e) Isles of Scilly Link Exhibition & Penzance Harbour Development:

- (i) Alternative proposal by Trythall Shipping sent to all members under separate cover

Mr Cartwright of Trythall Shipping had produced an alternative proposal in respect of the Isles of Scilly Link project and had sent a copy of the proposal to all Councillors. Some members felt that this appeared to be an alternative worthy of

investigation and expressed concerns that the business plan for the link project, that had been requested on numerous occasions in the past, had still not been supplied to the Town Council and it was

**RECOMMENDED:** that the Mr Cartwright be asked to provide a one page executive summary of his report to be forwarded to Cornwall County Council with the request that a copy of the business plan for the Link Project be provided and that this item be taken forward for further consideration at full Council.

(ii) Formal request to CCC for full participation of Town Council in link proposals

It was

**RECOMMENDED:** that the Town Clerk should write to Cornwall County Council requesting that the Town Council be included as a full participant in the link proposals.

35. **ONE CORNWALL**

(a) Update re ‘One Stop Shops’

Notification had been received concerning the location of the proposed ‘One Stop Shops’ and it was noted that the PDC offices at St Clare had been chosen for this purpose and it was

**RECOMMENDED:** that the position be noted.

(b) Correspondence re the local assessment of misconduct allegations under the Unitary Authority

In response to the Town Council query about the assessment of misconduct allegations under the Unitary Authority, Andrew George MP had forwarded a letter from John Healey informing the Council that Standards Board issues would be dealt with by the new Unitary Authority from the 1<sup>st</sup> April 2009 and any ‘live cases’ would transfer at that point and it was

**RECOMMENDED:** that the position be noted.

(c) One Cornwall – Town and Parish Newsletter

The latest edition of the Town and Parish Newsletter had been copied to all members and it was

**RECOMMENDED:** that receipt be noted.

(d) Correspondence to Councillor Whalley re Electoral Review of Cornwall

In a letter to Councillor Whalley from the Director of the Boundary Committee for England (copied out to all members), the Boundary Committee’s support for a Unitary

Authority of 123 councillors was expressed, however, due to the requirement to carry out further consultation regarding ward boundaries, the Committee would be unable to complete its review in time for local elections in May 2009.

Concerns were expressed by members over the delay in the completion of the Electoral Review and it was

**RECOMMENDED**: that a letter be sent to the Boundary Committee asking them to make every effort to speed up the review so that it was completed by June 2009.

(e) Suspension of Standing Orders

The time having reached 10:00pm, it was

**RESOLVED**: to suspend Standing Orders in order to allow the business of the Agenda to be completed.

(f) Presentation at full Council re Community Networks following Clerk's attendance at meeting on 14<sup>th</sup> August

The Town Clerk informed members that the presentation that was provided at the meeting on 14<sup>th</sup> August 2008 would be repeated by Sally Newby at the full Council meeting on 29<sup>th</sup> September and that there would be adequate time allowed for members to ask questions following the presentation.

The Town Clerk also advised members that a document entitled 'Active Partnerships with Town and Parish Councils – A Model for Joint Service Delivery' was available for the One Cornwall website and that this would be copied for all members and it was

**RECOMMENDED**: that the position be noted.

(g) Correspondence re Morrab Gardens and Pengarth Centre

Councillor Mike Cotton had written to the Council in his capacity as Chairman of Pengarth Day Centre expressing concerns over the future of the Day Centre under the Unitary Authority. Although the Day Centre was owned by the Trustees, the site within Morrab Gardens was owned by Penwith District Council to whom the Centre paid a peppercorn rent and the Trustees were asking that Penzance Town Council consider taking over the responsibility for Morrab Gardens and therefore Pengarth and it was

**RECOMMENDED**: that the position be noted and taken forward to full Council for further consideration.

36. Older People's Forum

During the recent 'Life Skills' Event that had taken place in St John's Hall, the Chief Executive of PDC had suggested to Councillor Nebesnick that the Town Council may like to take over the organisation of the event in order to ensure its survival once PDC ceased to exist and it was

**RECOMMENDED**: that the Town Council should closely monitor the future of the event and liaise with PDC officers and only step in if it appeared to be at risk.

37. Proposal to include 'Education and Other Issues' as a Standing Item

This item had been included on the Agenda of the General Purposes Committee meeting on 30<sup>th</sup> June 2008 but had not been resolved and Councillor Nebesnick offered to write a short introductory paper and it was

**RECOMMENDED**: that the item be taken forward through the next cycle of meetings for further consideration.

38. Appointment of Honorary Freemen

The Town Clerk informed members that the number of Honorary Freemen had now fallen below the minimum figure of 5 and it was

**RECOMMENDED**: that the item be taken forward to full Council for further consideration.

39. Consultation on Strategic Housing Land Availability Assessment – Methodology Scoping Report

Members felt that the involvement in the methodology scoping report was important but that clarification of where the Town Council would fit into the consultation process was required and it was

**RECOMMENDED**: that the methodology statement should be accepted as it stands, that the involvement of the Town Council should be confirmed and that the item should be taken forward to full Council with the recommendation that a separate working group should be set up to deal with the issue.

40. Pending Resignation of Deputy Town Mayor

Deputy Mayor, Councillor Richard Clark, had written to inform the Town Clerk that he would be resigning from the Council by the end of the next full Council meeting on 29<sup>th</sup> September and the Clerk advised that all members would be notified and nomination papers would be held in the office as is normal practice and the matter would be dealt with on the 29<sup>th</sup> September and it was

**RECOMMENDED**: that the position be noted.

10:25pm

Chairman

3<sup>rd</sup> November 2008