

MINUTES OF THE FINANCE/PROPERTY COMMITTEE MEETING held in Committee Room No. 3, St. John's Hall, Penzance on Thursday 18th September 2008 at 7.00 pm.

PRESENT

Councillor MR Cotton (Chairman)

Councillors DJ Axford
M Freeman
SJ Reed

Also present: Neil Badcock, Chairman of Penzance Football Club

15. **APOLOGIES**

Councillors R Clark, JH Dixon, RA Mann, CAC White, H Worth

16. **TO RECEIVE DECLARATIONS OF INTEREST**

Councillor Reed declared a prejudicial interest in Minute 18.(i) Montol Festival, as the Chairman of the organising committee.

17. **MINUTES OF MEETING HELD ON 3RD JULY 2008**

Having been circulated it was

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

18. **REPORT OF TOWN CLERK**

(a) **Thank you letters**

The Clerk reported that letters of thanks for grants had been received from the following organisations:

- (i) Penzance Football Club
- (ii) Shelter
- (iii) HomeStart
- (iv) Festival of the Arts in Newlyn
- (v) Cornwall Rape & Sexual Abuse Centre
- (vi) Stagestruck Youth Theatre
- (vii) Penwith Senior Life Skills event

and it was

RECOMMENDED: that receipt be noted.

(b) Penzance Football Club – presentation by Chairman of the Club

Mr Badcock presented members with revised draft plans for the proposed redevelopment of the football club and grounds. Since attending the previous meeting of the Finance & Property Committee, Mr Badcock had spoken to a local landowner regarding the possibility of relocating the football club to land opposite B&Q but, due to various reasons, this was now not an option and it was agreed that it was preferable to maintain the football club within the town as it was seen as an important community facility.

The issue of parking was discussed and it was pointed out that, with the facility being in a very accessible and central location, many spectators walked to the ground and there was adequate parking facilities at Wherrytown just a 5 minute walk away and it could also be possible to make use of the rugby ground car park at the Mennaye for Friday evening matches. It was also proposed to encourage the use of Penlee House car park which provided for a short walk through Penlee Park to the football club.

The football club would look to engage with property development companies if planning approval was forthcoming and it was noted that an application to the Football Association would take at least a year to process.

Mr Badcock left the meeting and it was

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

(c) Golowan Festival – Interim Report

The Town Clerk provided a brief verbal report on the Golowan Festival and informed members that a full report would be provided during the next cycle of meetings when it was hoped that all income and expenditure figures would be finalised as currently there were still some payments outstanding.

A preliminary meeting would be held with the Chairman of the Golowan Management Committee to be followed by a full meeting of the Golowan Management Group when reports from all the co-ordinators would be presented. The Town Clerk wished to make special mention of Andy Hazlehurst who worked so hard to co-ordinate all the street entertainers and managed to put over 50 acts on the streets on Mazey Day and only over-spend his budget by £5 and it was

RECOMMENDED: that the position be noted.

(d) Town Council Insurance – change of provider

Members were informed that, following a comprehensive review of insurance providers and taking recommendations of other local councils into account, it had been decided to change the Town Council's insurance cover from Zurich Municipal to WPS which would provisionally result in a saving of £5,000 to £6,000 and a 3 year agreement had been signed and it was

RECOMMENDED: that the position be noted.

(e) Staffing matters

The Town Clerk informed members that, unfortunately, Julia West, who had been a member of the shop staff at Penlee House for 8 years had handed in her resignation and the post would be advertised over the next weeks.

(f) Resolution to exclude the press and public

Due to the confidential nature of the next item it was

RESOLVED: to exclude the press and public.

(g) Staffing matters cont'd

See confidential Appendix 'A'.

(h) Resolution to re-admit the press and public

It was

RESOLVED: to re-admit the press and public

(i) Montol Festival

Councillor Reed having declared a prejudicial interest in this item, the meeting was inquorate and the item would therefore be taken forward for discussion at full Council.

(j) Badges for Civic Deputies and identification badges for members

The Town Clerk advised that the use of identification badges for members when attending civic functions and public meetings etc. had been discussed during the General Purposes Committee meeting and it had been agreed that this was a good idea and that Penwith District Council would be approached for assistance with producing badges which would include a photograph and which would be ribbon-mounted at a cost of approx. £5 per badge.

Michael Johnson of Newlyn Copperworks had been asked to provide a quotation for producing copper medallions of office depicting the Fishermen's Memorial for the Civic Deputies that would also be ribbon-mounted and it was

RECOMMENDED: that the expenditure should be approved.

(k) Mousehole War Memorial – maintenance work

The Mousehole War Memorial had now been 'adopted' by the Town Council and some remedial maintenance work was required to the stonework that would be carried out by a local builder in conjunction with the Royal British Legion and it was

RECOMMENDED: that the position be noted.

(l) Additional grant to Fishermen's Memorial

The Town Clerk reminded members that, during the summer recess, he had acquired the agreement of each member of the Finance and Property Committee to provide an additional grant of £1,000 towards the Fishermen's Memorial and this cheque had been presented during the Newlyn Fish Festival and had been very gratefully received by the group that had sought further funding to finish the project and it was

RESOLVED: to approve the grant retrospectively.

The Town Council had also been asked to officially 'adopt' the Memorial and it was

RECOMMENDED: that this be taken forward to full Council with the recommendation that the adoption be approved.

(m) Twinning with Cuxhaven in Germany

The Town Council had been approached by the Penwith/Cuxhaven Twinning Association with the request that the Town Council take over the administration of the Association when the District Council ceased to exist from 1st April 2009 and the Assistant Secretary of the Association had now written to ask if the Town Council would approve an annual grant of £1,000 towards the cost of entertaining the visitors from Cuxhaven.

However, as there were already two other twinning associations in Penzance – Concarneau and Bendigo/Nevada City that only received annual grants of £360 and £190 respectively, it was

RECOMMENDED: some parity between the organisations should be introduced and that an annual grant of £500 each should be awarded to the Cuxhaven and Concarneau Associations and a grant of £250 should go to the Bendigo/Nevada City Association that had lower expenses as exchange visits did not take place owing to the distances involved.

(n) European 'Brown Tourism' signs for Jubilee Pool

The Town Clerk reminded members that earlier in the year it had been agreed that the Town Council would pay one third of the cost of erecting brown tourism signs for the Jubilee Pool to help raise the profile of the facility. However, the rules governing the sanctioning of such signs had now changed and the application had been refused on the basis that street 'clutter' should be avoided and there was no designated car park available and it was

RECOMMENDED: that the Town Clerk should write to the Friends of Jubilee Pool and suggest a meeting with the Friends and Penwith District Council to discuss the possibility of erecting alternative signs on the pool site.

- (o) Land at Gwel Lewern, Eastern Green – proposed adoption by Town Council for community use

Correspondence had been received from Cornwall County Council regarding land at Gwel Lewern, currently owned by the developer, Molwin Homes. The local residents' association would like to use this land for recreational purposes and although the County Council was happy to purchase the land it was felt that the Town Council was better situated in terms of managing the asset and the proposal was to lease the land on an extended lease to the Town Council who, in turn, could sublet it to the residents' association who would be responsible for the maintenance and it was

RECOMMENDED: that the acceptance of the proposed lease should be approved.

- (p) Link into Learning building – renewal of lease

The Town Clerk reminded members that the lease for the Link into Learning building had undergone a review that was now near completion and the annual rent had been increased to £10,500. An offer had been made to reduce the rent in exchange for altering the terms of the lease so that the lessee would be responsible for the maintenance of the building rather than the Town Council but this had not been accepted and it was

RECOMMENDED: that the position be noted.

19. **FINANCIAL POSITION**

The committee considered its finances to 31st July 2008 and it was

RESOLVED: to note the position.

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

RESOLVED: to approve such payments (see Appendix 'B' for both financial position and payments made).

With reference to the hospitality budget, Councillor Freeman took this opportunity to raise concerns over the lack of provision for the annual visit of HMS Penzance to the town and pointed out that whereas the ship's officers and crew host a reception for Councillors and representatives of local groups at their own expense, this hospitality is not reciprocated financially.

In particular, the town organises a formal mess dinner at a local hotel and the crew are required to pay for themselves and Councillor Freeman therefore proposed that a budget of £400 be created under the heading "HMS Penzance Affiliation" so that a number of crew members could be invited as guests of the Council to the mess dinner – all Councillors and other local guests would continue to pay their own way.

In the event of a non-visit year, the budget should be rolled forward and used to support the cost of any Freedom of Entry Ceremony and it was

RECOMMENDED: that the proposal be taken forward to full Council for approval.

Councillor Reed reminded members that 2014 would see the 400th anniversary of Penzance and it was agreed that, in order to ensure that suitable celebrations could be planned, budgeting for the event and preliminary planning should start now and it was

RECOMMENDED: that this be taken forward for consideration at full Council.

20. **APPLICATIONS FOR GRANT**

(a) **Minor Awards**

(i) **Victim Support Cornwall – general revenue support**

Victim Support had written with a request for financial assistance with the purchase of a LCD projector at a cost of £500. The organisation had £300 available for this purchase and it was

RESOLVED: to make a grant of £200.

(ii) **Mousehole Male Voice Choir – Choral Project**

The Mousehole Male Voice Choir would be celebrating their centenary anniversary in 2009 and in conjunction with this celebration a choral workshop aimed at introducing boys and young men to choral singing was being organised and it was

RESOLVED: to make a grant of £200.

(iii) **Penzance Police – LSI (Laser) speed control gun**

The Neighbourhood Policing Team Sergeant for Penzance Police Station had requested assistance with the purchase of a laser speed control gun at a cost of £1,994 to assist with tackling the problems of speeding and bad driving in the parish. However, it was felt that this was not an area that fell under the financial responsibility of the Town Council and it was

RESOLVED: not to make a grant.

(iv) **Vitalise – breaks for carers, revenue support**

A general appeal for financial support had been received from Vitalise and it was

RESOLVED: to make a grant of £50.

(v) St Mary's Haven – revenue support

Members were reminded that a grant of £1,000 had been awarded to St Mary's Haven last year when they had experienced severe financial difficulties due to cutbacks at Central Government level. The grant had been very gratefully received and a further donation was now being sought to assist with ongoing costs and it was

RESOLVED: to make a grant of £250.

(vi) First Air Ambulance Trust – revenue support

In 2007 the Cornwall Air Ambulance had celebrated its 20th anniversary and a general appeal to help maintain and enhance the service was launched and it was

RESOLVED: to make a grant of £50.

(vii) The Jewish Cemetery, Penzance – contribution towards new railings

The Town Clerk reminded members that the Town Council assists with the maintenance of the Jewish Cemetery by cutting the grass etc. and a request had now been received for grant aid towards installing new railings that would enhance the site and it was

RESOLVED: to make a grant of £100.

(viii) Festival of the Arts in Newlyn

This request for grant aid had arrived after the distribution of the agenda and the Town Clerk reminded members that a grant of £100 had already been awarded to the Newlyn Arts Festival during the previous cycle. However, an unexpected cost had arisen in relation to the cost of an educational art workshop and exhibition project involving children at Newlyn Primary School in partnership with the Education Department of the Newlyn Art Gallery and the organisers were now seeking assistance with the purchase of art materials for the workshops and it was

RESOLVED: to make a grant of £100.

21. **BUSINESS FROM OTHER COMMITTEES**

(a) General Purposes Committee

The Town Clerk informed members that the installation of a more secure infrastructure for the Christmas lights was highly desirable and the General Purposes Committee felt that, if finance from 'overs' and 'unders' in the last financial year was available, then the Council should endeavour to improve the infrastructure from such monies and, from the annual revenue account, should investigate the leasing of lights on a three year rotational basis and it was

RECOMMENDED: that the additional expenditure be approved from any identified surplus / under-spend in the previous financial year.

- (b) Penlee House & Park Committee
- (i) During August the chiller unit in the museum had malfunctioned and it had been necessary to sanction immediate repairs at a cost of £6,300 in order to maintain the climatic conditions within the house in accordance with the provisions of the government indemnity.
 - (ii) Further expenditure was needed to replace the Orangery Café awnings that were now beyond repair after 10 years of use and a quotation of £4,700 had been received.

Both the above costs would be covered by the 'Penlee House fabric and plant' fund and it was

RESOLVED: to note the position.

9:00pm

Chairman
6th November 2008