

**MINUTES OF THE GENERAL PURPOSES COMMITTEE MEETING** held in Committee Room No. 3, St. John's Hall, Penzance on Monday 19<sup>th</sup> January 2009 at 7.00 pm.

**PRESENT**

Councillor SJ Reed (Chairman)  
Councillor H Worth (Vice-Chairman)

Councillors M Freeman  
RM Lawrence (left at 9pm)  
M Lovegrove  
JF Moreland  
PCH. Rendle  
J Ruhmund

67. **APOLOGIES**

Councillors CA Dennis, RA Mann, D Nebesnuick

Absent without apologies: Councillor K LW Perry

68. **TO RECEIVE DECLARATIONS OF INTEREST**

Councillor Lawrence declared a personal interest in minute 70.(e) Older People's Forum as a member of the Forum, and in minute 74. Health Matters.

Councillor Worth declared a prejudicial interest in minute 74. as an employee of the Royal Cornwall Hospitals Trust.

Councillor Rendle declared a prejudicial interest in minute 70.(i) HM Revenue & Customs – Impact Assessment: Penlowarth, Penzance as an employee of HM Revenue & Customs and Councillor Ruhmund declared a personal interest in minute 70.(i) as a relative of an employee.

Councillor Ruhmund declared a personal interest in minute 70.(o) as a PDC councillor.

69. **MINUTES OF MEETING HELD ON 1<sup>ST</sup> DECEMBER 2008**

Having been circulated, it was

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

70. **REPORT OF TOWN CLERK**

(a) **Penzance Heliport**

The Town Clerk informed members that the recent decision to move the operations of the heliport to the airfield at Lands End had now been deferred for one year. Several

councillors had been approached by members of the public expressing concern over the loss of this facility to Penzance including Councillor Granger who had received letters and, who would be asked to provide the office with full details of the approaches made in order that the Town Council can assist where appropriate and decide on a suitable course of action and it was

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

- (b) Penzance Town Centre Loyalty Scheme and information re the Federation of Small Businesses Roadshow 'Keep Trade Local'; update re Farmers' Market

It was reported that Penzance Chamber of Commerce, with support from Penwith District Council, were in the process of implementing a 'loyalty card scheme' for Penzance aimed at encouraging people to shop in Penzance and to revitalise the retail market. Although a statement had appeared in the local press that the Town Council supported the scheme, this was a little premature as this preceded the meeting to which the Town Clerk and Town Mayor were invited to discuss the initiative.

The scheme entailed no direct cost implication to the Town Council and the District Council had agreed to offer free car parking on the launch day of Saturday 24<sup>th</sup> January and two further Saturdays before the end of March and it was suggested that the Town Council could also offer free parking in the Penlee House car park and this would be discussed at the next Penlee House and Park Committee meeting and the Finance and Property Committee meeting and it was

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

On Saturday 24<sup>th</sup> January (coinciding with the launch of the loyalty card scheme), the Federation of Small Businesses would have a trailer at Market Place to promote their campaign 'Keep Trade Local' and to raise awareness of the newly compiled manifesto charting positive action in this respect and to obtain signatures for a related petition and it was

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

The Farmers' Market organisation was moving ahead with the proposal to start a Farmers' Market in Penzance, based at the top of Causewayhead and a bid had been submitted to the National Farmers' Market organisation and Penwith District Council for start-up funding. It was hoped that the market would be held on a weekly basis and would start to operate from March 2009.

Some members expressed concerns about the goods that would be on sale and it was

**RECOMMENDED:** that a letter should be sent to the local organisation seeking confirmation that no live animals would be sold at the market and requesting that this stipulation be included in the constitution.

(c) Penzance County Court: Proposed Amendment to Counter Services

Correspondence had been received from Her Majesty's Courts Service outlining a proposal to amend the current provision of counter services at Penzance County Court due to a reduction in workload. The proposal would entail moving the three full-time members of staff to Truro and opening the court building on only two days a week, when the court sits. The document also includes alternatives for the services currently offered by the court and it was

**RESOLVED:** that a letter of objection to the loss of a further service in Penzance should be sent and requesting that the decision should be at least deferred during the current economic climate when the court could again become very busy.

(d) CALC

(i) December Updates Newsletter

The Town Clerk informed members that newsletters providing event updates for December and January had been received and it was

**RECOMMENDED:** that receipt be noted.

(ii) Notification of AGM on 7<sup>th</sup> February 2009

Notification of the CALC AGM on 7<sup>th</sup> February had been received but the Town Council's representative, Cllr Roy Mann, would be unable to attend and the invitation was extended to the Deputy Mayor and it was

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

(iii) Note from NALC re 'The Power of Wellbeing'

A briefing note had been received from NALC outlining the criteria for councils wishing to adopt and use the 'Power of Wellbeing' and this would be copied out to all members for information and it was

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

(e) Penwith Older People's Forum – letter of thanks to PDC

Councillor Lawrence had put forward a request that a formal vote of thanks be extended to Penwith District Council for the support and assistance given to the Older People's Forum, and especially for the work involved in organising a recent trip to the Guardian 2008 Awards in which the Older People's Forum achieved 2<sup>nd</sup> place in the category for which they entered and it was

**RECOMMENDED:** that a letter of thanks be sent from the Town Council.

Members expressed concerns over the future of the Older People's Forum once the District Council ceased to exist and Councillor Ruhmund suggested that this could be an

opportunity for the Forum to investigate the possibility of employing someone part-time in a support role and it was

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

(f) Historical Water Shute, Heamoor – proposed restoration

The Town Clerk had received copy correspondence concerning a water shute in Heamoor that was in need of restoration and investigations had revealed that it was situated at the site of a natural spring. So far, it had not been possible to clarify ownership of the site and it was suggested that the Old Cornwall Society may be interested in taking an active role in this project.

Councillor Ruhrmund offered to conduct further research into the history of the shute and pointed out that it is situated very close to a narrow point in the road and that great care would therefore need to be taken on health and safety grounds.

Councillor Freeman suggested that caution should be exercised with regard to funding this project in the current economic climate and it was

**RECOMMENDED**: that further investigation into the ownership situation and health and safety issues should be conducted and that a letter be sent to Cedric Appleby, Old Cornwall Society, c/o Morrab Library, requesting assistance with investigating the history of the water shute.

(g) HMS Penzance – change of command and crew

The Town Clerk informed members that the current commanding officer of HMS Penzance, Lt Cdr Crabb, and the entire crew would be switching places with the commander and crew of HMS Pembroke at the end of February and so would not be with the ship on her next visit to Penzance.

It was further reported that an invitation from the ship to attend an ‘affiliates’ dinner on 22<sup>nd</sup> April 2009 in Faslane had been received and it was

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

(h) Royal Geological Society, St John’s Hall - update

A letter had been received from Dr Melissa Hardie providing an update on the current situation with regard to the future of the Royal Geological Society’s possession of the western third of St John’s Hall. Some damage had been incurred in the rooms due to a leak in the roof and repairs were now needed and the Society hoped to obtain grant aid in this respect and then, through a working group, establish a business plan for the premises which would hopefully ensure its long term viability and it was

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

(i) HM Revenue & Customs – Impact Assessment: Penlowarth, Penzance

It had been confirmed that the decision to downgrade the tax office in Penzance had now been made and a document outlining the impact of this move had been received and it was

**RECOMMENDED:** that receipt be noted.

(j) Appointment of Honorary Freemen

The deadline of 31<sup>st</sup> December 2008 for the receipt of nominations for honorary freemen had passed with no nominations having been received in the Town Clerk's Office and it was

**RECOMMENDED:** that this be deferred to the next cycle of meetings.

(k) Polling Stations in Penzance – response from PDC

In response to a letter of concern from the Town Council about the siting of a polling station during the recent East Ward election in December 2008, a response had been received from the Elections Manager at Penwith District Council pointing out that there was a lack of suitable premises available for a polling station in the East Ward and that it would not have been appropriate for staff to use a portacabin during a cold winter month and therefore the best alternative available had been used and it was

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

(l) Correspondence re Penzance Library

Councillor Lawrence had raised concerns over the poor computer service available in Penzance Library and the fact that they were so often out of order. In response to a letter sent by the Town Clerk on behalf of Councillor Lawrence, a letter had been received from Cornwall County Council acknowledging the situation and providing information that a computer replacement programme was in progress throughout the County libraries and that work in the Penzance Library would be complete by the end of November 2008 and Councillor Lawrence was pleased to inform that new equipment had been installed.

Councillor Lawrence had subsequently sent a letter of thanks to Cornwall County Council and it was

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

(m) West Penwith Community Bus Association – Feasibility Study

A communication had been received from West Penwith Community Bus Association which was currently seeking to engage with communities that could make use of their services in order to raise income and it was suggested that a 'post office' service to transport residents from Alverton to the nearest post office could be set up and it was

**RECOMMENDED:** that the survey author be advised accordingly.

(n) Tourism – PTAG – change of meeting date

Notification had been received that the next PTAG meeting had been postponed from 22<sup>nd</sup> January to 12<sup>th</sup> February 2009 and it was

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

(o) Clean Neighbourhoods and Environment Act 2005 – Dog Beach Ban Control Orders

The Town Clerk reminded members that the Dog Beach Ban Control Order had been changed in 2008 to allow dogs onto the beaches in Penwith between the hours of 7pm and 8am and the revised order was now due to be reviewed. A response was due by the 9<sup>th</sup> February 2009 and the correspondence would be copied out to all members to provide comments and it was

**RECOMMENDED:** that the order should include the stipulation that dogs should be walked below the ‘high tide line’ so that any waste material would be washed away by the tide although this should appear as advice and should not detract from the legal requirement to clean up after your pet.

(p) Animal Aid Compassionate Charter

Members were reminded that support for the Animal Aid Compassionate Charter had already been agreed in principle at a previous meeting and it was

**RECOMMENDED:** that support for the Charter should be confirmed.

(q) List of Circulars Received (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 the position be noted.

(r) Reports from Outside Bodies (Appendix ‘B’)

The reports and minutes, as listed in Appendix ‘B’, with the addition of the minutes of the PACT meeting of 8<sup>th</sup> January 2009, were available from the Town Clerk and it was

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

(s) Items for Information (Appendix ‘C’)

Items for information, as listed in Appendix ‘C’, were available to any member who wished to have further detail and it was

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

71. **FINANCIAL POSITION**

The Town Clerk reminded members that a decision had been taken at a previous meeting to upgrade the town Christmas lights system with a permanent electrical infrastructure and the hire of lights on a three year rotational basis. It was noted that the lights for Christmas 2008 had looked very good and the Chairman, on behalf of the committee, wished to record thanks to the Town Clerk's Office for the work and effort involved in ensuring that the lights were rigged and functioning throughout the Christmas period.

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

**RESOLVED:** to note the position.

The committee also considered payments made in the months of October, November and December 2008 and it was

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

72. **STREET TRADING**

- (a) Federation of Small Businesses – application to park a roadshow trailer at Market Place on 24<sup>th</sup> January 2009

This item having been dealt with under delegated powers by the Chairman and Vice-Chairman it was

**RESOLVED:** to note that no objection had been offered.

- (b) Simon Taylor – application to sell pancakes from a mobile trailer at the harbour car park on Shrove Tuesday

This application having been received after the agenda had been set, it was

**RESOLVED:** to offer no objection.

73. **EDUCATION**

There being no further developments to report it was

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

74. **HEALTH MATTERS**

- (a) Primary Care Trust Submission to PDC Overview and Scrutiny Committee Single Issue Panel – West Cornwall Hospital

The Town Clerk reminded members that at a previous meeting it had been resolved that a copy of the notes from the meeting of the Chief Executive of the PCT (Ann

James) with the Overview and Scrutiny Committee should be requested. These notes had now been received and would be copied to all members for information and it was

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

- (b) Responses to correspondence regarding the suspension of the Chief Executive of Royal Cornwall Hospitals Trust

In response to letters sent regarding the suspension of the Chief Executive of RCHT, correspondence had been received from the Department of Health and Sir Michael Pitt of the South West Strategic Health Authority informing the Council that the suspension had been necessary pending the conclusion of an ongoing review into the financial management and governance at the Trust and it was

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

- (c) Copy correspondence from Andrew George MP re ‘Pharmacy White Paper’

Following consultation on the recently proposed ‘Pharmacy White Paper’, notification had been received that central government had now abandoned the proposals contained therein and it was

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

- (d) RCHT – Annual Report Survey

Members were informed that the RCHT Annual Report was now available online for anyone who wished to have sight of it and that there was also an online survey that could be completed, aimed at improving the content and format of the Trust’s annual report and accounts and it was

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

75. **REGENERATION**

- (a) Isles of Scilly Route Partnership

- (i) Invitation to Private Preview of Exhibition

The preview for councillors had taken place on Friday 16<sup>th</sup> January and the Town Clerk reported receipt of the pamphlet ‘Lost Forever?’, objecting to the Route Partnership plans, that had been produced by the ‘Friends of Penzance Harbour’ and distributed to households and businesses throughout the town.

The Town Clerk reminded members that the Town Council had supported the original initiative put forward in 2004 and that this position had not been changed and it was

**RECOMMENDED**: that this item be taken forward to full council for further consideration following the additional information provided at the above exhibition.

- (ii) Notes of Informal Meeting held on 8<sup>th</sup> December 2008

An informal meeting of the Town Council with representatives of the Isles of Scilly Route Partnership (Tim Wood, Project Lead Officer and Matt Barton, Head of Sustainable Development at PDC) had taken place on 8<sup>th</sup> December 2008 and, the notes of the meeting having been distributed to all members, it was

**RECOMMENDED**: that receipt be noted.

- (b) Cornwall and the Isles of Scilly Shoreline Management Plan Review – consultation document

Correspondence had been received from Caradon District Council informing the Council that the Cornwall and Isles of Scilly Shoreline Management Plan was now due for review and the Town Clerk had requested that Penzance Town Council be included in the review as a consultee.

Councillor Ruhrmund raised concerns on the level of detail included about the state of the infrastructure of the promenade and it was

**RECOMMENDED**: that Councillor Ruhrmund would investigate this aspect of the plan with Penwith District Council and report back to full council.

- (c) Penzance & Newlyn Regeneration Management Group

- (i) Minutes of meeting of 2<sup>nd</sup> December 2008 and Agenda for meeting on 15<sup>th</sup> January 2009

The Town Clerk reported that these documents were available for anyone who wished to have sight of them and it was

**RECOMMENDED**: that receipt be noted.

- (ii) Minutes of meeting of 30<sup>th</sup> October 2008 and Agenda for meeting on 2<sup>nd</sup> December 2008

The Town Clerk reported that these documents were also available for anyone who wished to have sight of them and it was

**RECOMMENDED**; that receipt be noted.

- (iii) Verbal report from Town Clerk – meeting of 15<sup>th</sup> January 2009

The Town Clerk had attended the meeting of Penzance & Newlyn Regeneration Management Group and would provide a report to the next full council meeting and it was

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

(d) Defra – Marine and Coastal Access Bill Newsletter

Members were informed that this Bill was now running through the House of Lords and that the latest edition of this newsletter had been received and would be copied out to all members and it was

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

76. **ONE CORNWALL**

(a) Correspondence re One Cornwall logo

In response to the Town Council's letter of objection about the design of the new Cornwall Council logo, a letter had been received from the Leader of Cornwall County Council explaining that the logo would only be used in connection with Cornwall Council and that the Cornish Crest would still be used for ceremonial occasions and it was

**RECOMMENDED:** that a letter be sent to the Leader of the Council expressing Penzance Town Council's dismay that an historic device that represents the County of Cornwall as granted by the College of Arms should be replaced with a logo.

(b) Meeting of One Cornwall Group with MCTi and Sally Newby

The One Cornwall Group (comprised of the Mayor, Deputy Mayor and the Chairmen of the four standing committees) had met with Sally Newby (Community Network Area Manager) and representatives of the MCTi to discuss the future of the MCTi and the Penzance Futures document after the demise of Penwith District Council on

1<sup>st</sup> April 2009. The purpose of the meeting was to look at how the Town Council could better engage with the Penzance Futures plan and help to re-launch it and it was agreed that a launch event could be held at the Queens Hotel and that a joint 'foreword' from the Town Council and the MCTi Steering Group could be included with the document and the appendices and the suggested wording for the foreword is included in Appendix 'E' to these minutes and it was

**RECOMMENDED:** that this item be taken forward for consideration at full council with the recommendation that the document and the suggested wording be supported by the council.

(c) The Localism Charter

A copy of the response from Bodmin Town Council to the Localism Charter had been received and the Town Clerk would contact the Clerk of Bodmin Town Council to ascertain Cornwall Councils response to their comments and to establish the outcome of a meeting between Bodmin Town Council and the author of the Charter and it was

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

(d) Larger Councils meetings of 10<sup>th</sup> December 2008 and 8<sup>th</sup> January 2009

Meetings of the Larger Councils had taken place on 10<sup>th</sup> December 2008 and 8<sup>th</sup> January 2009 and had been attended by Cllr Rendle as the Town Council's representative and the Town Clerk. At the meeting on the 10<sup>th</sup> December a decision had been made to form a delegation to meet with the new Chief Executive of One Cornwall and the Leader of the County Council and this meeting had now been confirmed.

The Larger Councils group had been dormant for some years and a move would now be made to resurrect it and place it on a more sustainable basis with a clerk receiving a remuneration for taking over the administration of the group and it was

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

(e) CALC consultation re status of Implementation Executive April 2009 to October 2009(?)

Correspondence had been received from CALC requesting that the Town Council conduct a 'straw poll' amongst members of their views on the future of the Implementation Executive during the period between the 1<sup>st</sup> April 2009 and the election of the new Council that could be delayed until October 2009. The options put forward by CALC were as follows:

'At 1<sup>st</sup> April, the decision making body of the Unitary Authority should be:

- a) Elected members of Cornwall County Council as the continuing authority;
- b) the Implementation Executive, made up of 12 County Councillors and 12 unelected representatives from former district councils.

In response to this request, a letter had been received from David Whalley, the Leader of Cornwall County Council, pointing out that the 'Cornwall Order' states that the Implementation Executive should continue to function until the 4<sup>th</sup> day after the 2009 elections.

Some members expressed concerns about the level of representation being provided to the Implementation Executive by the two Penwith District Council representatives and it was

**RECOMMENDED:** that the Implementation Executive should remain in place until the elections, subject to the terms of reference being clearly defined and that the two Penwith District Council representatives on the Implementation Executive should be invited to attend a meeting of the One Cornwall Group of the Town Council.

(f) Electoral Review – report from meeting of 18<sup>th</sup> December 2008

An update on the boundary review had been received and members were pleased to note that the parish and ward boundaries had been respected and that the new wards of Cornwall Council would correspond largely with the parish wards with the exception of Heamoor and Gulval and it was

**RECOMMENDED:** that the Council should write to the Boundary Review team indicating that the Council was pleased that its recommendations had been taken into account and pointing out that it appeared that the electorate figures for the wards of Heamoor and Gulval had been transposed although the population of Gulval had increased considerably since the 3 members for Heamoor and 1 for Gulval had been agreed.

77. Consultation on code of recommended practice on local authority publicity

The code of recommended practice on local authority publicity had not been reviewed since 1988 and a response to the consultation having been requested by 1<sup>st</sup> April 2009 it was

**RECOMMENDED:** that this item be taken forward to full council for further consideration.

78. Freedom of Information Act – model publication scheme

The Town Clerk informed members that the approval for all existing publication schemes under the Freedom of Information Act had expired on 31<sup>st</sup> December 2008 and that adoption of the new model publication scheme produced by the Information Commissioner for all public sector organisations had become mandatory on 1<sup>st</sup> January 2009 and had therefore been adopted by the council retrospectively. There were relatively few changes to the scheme and it was

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

9:35pm

Chairman  
2<sup>nd</sup> March 2009