

## MINUTES OF THE FULL COUNCIL MEETING HELD ON 6<sup>TH</sup> JULY 2017

**Members Present:** Cllrs S Browning, J Bryson, L Deely, B Dixon, P Kelly, P La Broy, P Moores, F Partridge, H Partridge, P Tilzey, N Tucker, R Willingham

**Cornwall Council:** Cllrs P La Broy (also BSTC Cllr) and N Pearce

**Officers present:** Miss D James - Town Clerk  
Mr P Martin - Committee Administrator

**Public present:** 2

**C/111/17**      **To receive and accept apologies for absence**  
Cllr L Moores

**C/112/17**      **To receive declarations of interest and non-registered disclosable pecuniary and non-registerable interests**  
None

**C/113/17**      **Dispensations: to consider requests for dispensations**  
None

**C/114/17**      **Minutes – Full Council: to receive, confirm and sign the Minutes of the Full Council Meeting of 1<sup>st</sup> June 2017**

**C/115/17**      **Minutes – Committees**  
(i) Planning Committee – 25<sup>th</sup> May 2017, 8<sup>th</sup> June 2017, 22<sup>nd</sup> June 2017  
(ii) Finance and General Purposes Committee – 15<sup>th</sup> June 2017  
(iii) Properties Committee – 25<sup>th</sup> May 2017  
(iv) Heritage and Culture Committee – 8<sup>th</sup> June 2017  
(v) Recreation Committee – 25<sup>th</sup> May 2017  
(vi) Environmental Services and Highways Committee – 25<sup>th</sup> May 2017  
(vii) Staffing Committee – 1<sup>st</sup> June 2017

(a) To receive and note the Minutes of the Committee Meetings listed above (i - vii) (acting under delegated authority)

**Resolved:** To vote en bloc

Cllr Bryson voted against

**Resolved:** To note the Minutes

(b) To consider and agree any recommendations of the Committee Meetings listed above (i-vii) (acting under delegated authority) – if any

**None**

**C/116/17**      **Mayor's remarks**  
The Mayor, Cllr P Moores, thanked Cllr Deely (the Deputy Mayor) for attending the Bideford regatta. The Mayor reported that since the last meeting, he had attended the Launceston Mayor Choosing Ceremony, Cornwall Schools' Games and St Peter's Fair in Holsworthy. The Mayor reminded Councillors that under the Council's present Standing Orders Councillors are required to attend Code of Conduct training.

**C/117/17**      **Correspondence received**  
(i) Cornwall Council Devolution Newsletter  
**Resolved:** that the Council note the correspondence received

**C/118/17**      **Maximum 15 minutes for public present to make comments concerning the business of the current Council**  
Items discussed by members of the public were:  
Co-option – they questioned if the Council had received any interest  
The Bude Light – comments that parishioners were happy that works were now taking place  
Trees planted on Shalder Hill – it had been noted that some had died and it was questioned whether this was due to them being in sand or whether or not they had been watered

*Cllr Tucker wished to ask a question as a member of the public – The Town Clerk was asked whether this was possible. The Clerk reminded Councillors of the advice from Cornwall Council legal department but advised that it was the decision of individual Councillors.*

**C/119/17**      **Opportunity for Cornwall Councillors present to discuss Cornwall Council issues relevant to BSTC**  
CC Cllr Pearce:  
Bude walking and cycling feasibility study. CC have undertaken a detailed report and have around 29 ideas. They are not set in stone and there are many costs involved but they will be useful as a starting point.  
CC Cllr La Broy:  
The registrar service will be open on Thursday mornings in Bude for a trial period.  
Cllr La Broy is keen to discuss the option of training and innovation centres.  
Seagull proof refuse bags can be purchased for £3.50 each from the One Stop Shop.

**C/120/17**      **Neighbourhood Plan – to receive an update and agree any associated actions and expenditure**  
The Neighbourhood Plan has now been adopted. Cornwall Council wish to do a joint press release with the Town Council, they will draft the release and would like quotes from BSTC and CC. They also wish to make a short film for social media and their website.  
**Resolved:** That a vote of thanks be shown to Cllr Deely and the Neighbourhood Plan Steering Group for all the hard work done.  
Agreed that Cllr Deely is authorised to liaise with Cornwall Council regarding the press release and film.

**C/121/17**      **To approve the Information Security Policy**  
**Resolved:** to defer until a suitable copy is received

- C/122/17**      **To consider an increase to the Castle Petty Cash imprest from £100 – £250**  
**Resolved:** to increase the Castle Petty Cash imprest to £200.00
- C/123/17**      **Consideration of invoking an Option to tax on the Pitch and Putt Pavillion site for VAT purposes**  
The Town Clerk read out the advice given by the RFO. By opting to tax on the Pitch and Putt Pavillion the Council would be able to recover the VAT paid on the project which is potentially a large sum of money. The Council would need to seek permission from HMRC. Lengthy discussion took place.  
**Resolved:** that the Council opt to tax the whole area including the putting green, (*old grass*) tennis courts and building.
- C/124/17**      **Electoral Review of Cornwall Council - to consider the response from the Town Council**  
**Resolved:** that the Town Council concur with the views of the Electoral Review and the suggested figure of 87 Councillors.
- C/125/17**      **To confirm the makeup of the Finance and General Purposes Committee (for Councils Terms of Reference)**  
**Resolved:** that the Finance and General Purposes Committee comprise 12 voting members to include the Mayor and Deputy Mayor (ex officio voting), the Chairman of each Committee, plus other members up to the total of 12.
- C/126/17**      **Committee membership - for the Committees listed below; to elect members and confirm whether they are with or without voting rights, to consider requests to stand down**
- i)      Environmental Services and Highways**  
**Resolved:** Cllr Tilzey be elected as a voting member
- ii)      Heritage and Culture**  
**Resolved:** Cllr Tilzey be elected as a voting member
- iii)      Finance and General Purposes**  
**Resolved:** that the following are voting members (*through their positions in the Council*) Cllrs Bryson, Deely, P Moores, F Partridge, H Partridge, Willingham
- Resolved:** that the following are elected as voting members:  
Cllrs Browning, Dixon, Kelly, La Broy, Tilzey, Tucker
- iv)      Properties**  
There were no volunteers for the Committee
- v)      Recreation**  
**Resolved:** Cllr Tilzey be elected as a voting member
- vi)      Planning**  
**Resolved:** Cllr Dixon be elected as a voting member

**C/127/17**      **To consider and agree the decisions of the Finance and General Purposes Committee Meeting of 15<sup>th</sup> June 2017**

- FGP/46/17      Resolution of grant applications  
FGP/47/17      Resolution of Insurance arrangements - level of fidelity guarantee cover and length of business continuity cover  
FGP/48/17      Resolution of Photocopier lease renewal  
FGP/49/17      Resolution of payments made and payments to be made  
**Resolved:** that the decisions of the Committee (*listed above*) be agreed

**C/128/17**      **Clerk's report**

The Town Clerk updated the Council on the following items:

**Bude Light** – Work has now started – the entire cone has been polished and the lantern at the top has now been fully refurbished. It has had breather holes to allow ventilation. The top of the sculpture is sealed with a plate to ensure there is no water ingress whilst the works are taking place. Weather has hindered some works but things are moving on.

**Gorsedh Kernow** – correspondence received, they will be in touch next year to organise a presentation being made to Full Council.

**Pitch and Putt** – Tenders are now live on the Contracts Finder website – closing date is 7th August. Notices will be going in other relevant places in the next week or so.

**C/129/17**      **To receive reports of Meetings (Non-Committee) from Councillors**

- Cllr Browning – Bude Canal and Harbour Society – Queried land ownership of a section of path  
Cllr Tilzey – the old Tripos building would be going to auction in October

*Cllr Tucker left the meeting*

Cllr P Moores – Destination Okehampton – a 3 year trial period has been agreed with GWR to Exeter

Cllr Bryson – advised that she had received positive feedback regarding the train service

**C/130/17**      **Bank mandate – to confirm, list and approve signatories for bank accounts**

**Resolved:** that the following members and staff be bank signatories:

- Cllrs: Deely, Kelly, P Moores, F Partridge, H Partridge  
The Town Clerk  
The Responsible Finance Officer (RFO)

**C/131/17**      **Financial report:**

(i)      **Schedule of payments made 16<sup>th</sup> June 2017 to 6<sup>th</sup> July 2017**

**Resolved:** that the payments be noted  
Cllr Bryson voted against

(ii)      **Schedule of payments to be made 7<sup>th</sup> July 2017**

**Resolved:** that the payments be made  
Cllr Bryson voted against

C/132/17

**Public Bodies (Admission to Meetings) Act 1960 SI (2) & SI (6) – To consider passing the following resolution: ‘That in relation to the remaining items on the agenda, publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and the press and public are instructed to withdraw. The following items are confidential and the Meeting will proceed in closed session.’**

**Resolved:**

That in relation to the remaining items on the agenda, publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and the press and public are instructed to withdraw. The following items are confidential and the Meeting will proceed in closed session

**C/132/17**      **Public Bodies (Admission to Meetings) Act 1960 SI (2) & SI (6) – To consider passing the following resolution: ‘That in relation to the remaining items on the agenda, publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and the press and public are instructed to withdraw. The following items are confidential and the Meeting will proceed in closed session.’**

**Resolved:**  
That in relation to the remaining items on the agenda, publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and the press and public are instructed to withdraw. The following items are confidential and the Meeting will proceed in closed session

**C/133/17**      **FGP/54/17 - Recommendation to Full Council to write off hire debt (Wedding and Castle)**

**Resolved:** to endorse the resolution of the Finance and General Purposes Committee that the debt is written off and that a suitable letter be written.

The meeting closed at 9.14pm

Chairman’s Signature.....Date.....