

**MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 1<sup>ST</sup> DECEMBER 2022**

**Cllrs present:** A Tame, (Chair), A Bluett, S Browning, K Colwill, L Corrigan-Turner, M Dawe, S Dearing, J Diffey, M Dorey, K Goode, V Herbert-Coulson, E Hanna, P La Broy, P Purchase, P Tilzey  
Cornwall Cllr: P La Broy

**Officers present:** K Cornwell – Town Clerk (TC)  
I Saltern – Deputy Town Clerk (DTC)  
T Gliddon – Assistant Clerk - Admin (AC)  
C Irish – Promotions & Marketing Officer (PMO)

**Public: 6**                      **Meeting start time: 6pm**

The Mayor welcomed Cllr E Hanna to the Council

**FC/258/22**      **To receive and accept apologies for absence**

Cllrs: C Moriarty, L Quinton, J Wright

**FC/259/22**      **To receive declarations of interest and non-registered disclosable pecuniary and non-registerable interests**

Cllr A Bluett declared a non-pecuniary Interest in item 24

Cllr P La Broy declared non-pecuniary interest in item 24

**FC/260/22**      **Dispensations: to consider requests for dispensations**

Cllr P La Broy requested a Dispensation to speak but not vote as a Board member of Bude Area Tourist Board.

**Resolved: that Cllr La Broy be allowed to speak but not vote at item 24.**

**FC/261/22**      **Minutes**

a) Minutes – Full Council: To receive, confirm & sign the Minutes of the Council Meeting held on 24th November 2022

**Resolved: that the Minutes are an accurate record of the meeting and were signed by the Chair.**

b) Minutes – Committees: To receive and note the Minutes of the Committee Meetings listed below (acting under delegated authority)

i) Planning Committee – 9<sup>th</sup> November and 23<sup>rd</sup> November 2022

ii) Oversight Committee – 17<sup>th</sup> November 2022

**Resolved: that the minutes of the Committee meeting were received and noted.**

c) Minutes – Recommendations: To consider and agree:

i) OS/135/22: *Resolved: to recommend to Full Council that Events Officer be allocated a budget of up to £3.5k to organise an event to celebrate the Kings Coronation on Sunday 7<sup>th</sup> May 2023*

**Resolved: that recommendation OS/135/22 be adopted, with the budget to be allocated from reserves.**

ii) OS/136/22: *Resolved: to recommend to Full Council that the Emergency Plan take priority (1), the procurement policy come next (2) with Cllrs taking the lead starting at the Environment Forum, that the Youth Council needs a Lead Cllr to start this project, and that the TC/RFO be requested to write a paper giving the Council more information regarding an Investment Policy.*

**Resolved: that recommendation OS/136/22 be adopted.**

iii) OS/137/22: *Resolved: to recommend to Full Council to adopt the (Oversight Committees) Terms of Reference as presented with the composition being ' Mayor and Deputy Mayor (ex-officio) Plus any other members up to a maximum of twelve voting and six non-voting'*

**Resolved: that the recommendation OS/137/22 be adopted.**

**FC/262/22**      **Correspondence received**

CC – Re the Mayor for Cornwall – The Town Council has already made a resolution to support a referendum.

Three emails of support for ring and ride run by Holsworthy community transport had been received. HCT have been referred to the grants scheme.

**FC/263/22**

**Mayors Report**

The Mayor reported that the Neetside Centre warm rooms are open, along with the Parkhouse Centre and Tree Inn Stratton. It has been well organized and coordinated between all the venues. Cllr P La Broy and the Mayor had met with Holsworthy Town Clerk, The Devon C Cllr for Holsworthy to discuss how a cross boarder approach can work together to look at how to make the new 6/6a bus route work. It had been a good meeting and all evidence received locally will be sent to Devon CC and the Bus company. A further meeting will be scheduled to look at the problem further and attempt to reach a solution.

**FC/264/22**

**Opportunity for Cornwall Councillors present to discuss Cornwall Council issues relevant to BSTC**

C Cllr P La Broy – reported on work to the Canal, dredging has begun on upper reaches. Proposals for the embankment repairs and launching platform for activity users are coming forward from engineers. He continues to meet with the Harbour Master and Maritime Manger regarding the harbour, lock gates and repairs to the Break water. Cllr La Broy also reported on the meeting re the 6/6a Bus route. There were concerns regarding the connecting bus for students from Okehampton to Bude. He reported that the Devon C Cllr was attempting to have the route classified as a through route.

**FC/265/22**

**Public participation – for public present to make comments concerning the business of the current Council**

A member of the public present discussed Crooklets beach area, specifically the broken foot bridge and disused part of the public toilets. It was reported that CC were to repair/replace the bridge and that the 2 Minuet Foundation were now taking over the disused building and would bring up to standard for their use.

A member of the Bude Canal & Harbour Society present discussed item 12. He also reported that the BCHS had opened and manned the Barge workshop for BSTC this summer, they had had 192 visitors over season, more than before thanks in part to the BSTC promotions officer. He also spoke re: Lower wharf operations, dredging and embank repairs.

A member of Public present asked why item 24 was in closed session. The TC reported that at this point there are matters of confidentiality involved which cannot be disclosed.

**FC/266/22**

**2023/2024 Budget and Precept:**

(a) To approve the budget of the Council for 2023/24

**Resolved: that the Budget of the Council for 2023/24 be agreed**

(b) To consider and agree the precept for 2023/24 as the Town Council's element of the Council Tax charge on residents.

The TC had proposed three options -1) for no Council Tax increase, 2) increase of 5.52%, or 3) increase of 2.5%

Each member outlined their choice and lengthy discussion took place.

A recorded vote was requested:

Proposal 1: that an increase of 5.53% be applied to the Town Council's element of the Council Tax charge on residents.

For: P La Broy, P Tilzey, V Herbert-Coulson, A Bluett, L Corrigan Turner

Against: J Diffey, S Dearing, S Browning, M Dawe, M Dorey, P Purchase, K Goode, A Tame, E Hanna

Abstained: Cllr K Colwill

*Proposal not carried*

Proposal 2: that an increase of 2.5% be applied to the Town Council's element of the Council Tax charge on residents

For: M Dawe, K Goode, P Tilzey, V Hertbert-Coulson, A Bluett, P La Broy, L Corrigan-Turner

Against: J Diffey, S Dearing, S Browning, E Hanna, M Dorey, P Purchase, A Tame

Abstained: Cllr K Colwill

The Mayor used her casting vote: Against

Proposal not carried

Proposal 3: that no rise be put in place for the Town Council's element of the Council Tax charge on residents

For: M Dorey, A Tame, P Purchase, J Diffey, S Dearing, S Browning, M Dawe, E Hanna

Against: P Tilzey, V Herbert-Coulson, A Bluett, P La Broy, L Corrigan-Turner

Abstained: K Goode, K Colwill

**Resolved: that there would be 0% increase applied to the Town Council's element of the Council Tax Charge on residents for 2023/24 and the precept would be £992,356.**

Cllr Tilzey left the meeting 7.05pm

**FC/267/22 To receive a report from the Parkhouse Management Forum and consider recommendations**

Cllr J Diffey reported to Council re the recommendations which included: small scale improvements to the Centre, adjustments to staff roles, formalising the bar operations and creating a new reception area in the office. Cllr Diffey took questions from the floor.

**Resolved: to adopt the recommendations in the report in full**

**FC/268/22 To consider a price increase for the 2023/24 financial year for charged services - Parkhouse room hire, Castle rooms, Wedding hire, Outdoor spaces hire and Cemetery fees**

Cllr J Diffey reported that following the work that had been done by the Parkhouse Forum, it was felt that an increase would be appropriate this year. Discussion took place re: incomes and prices across the areas.

**Resolved: car park charges be raised to 90p per hour and an uplift of 10% be made to the parking permits.**

**Resolved: Parkhouse hire, Castle rooms hire, Wedding venue Hire, outdoor spaces and Cemetery fees be increased by 5%.**

**FC/269/22 To discuss concerns over poor repair of the Breakwater and lobby Cornwall Council and the Environment Agency to swiftly agree and fund a maintenance programme**

C Cllr P La Broy discussed the works carried out in the summer to repair areas of the Breakwater. He would like BSTC to encourage CC and the Environment Agency (EA) to meet with BSTC to work out a way forward to get the Grade II listed Breakwater in a good state of repair. The EA have expressed intent to have a meeting.

**Resolved: that a meeting between CC and EA be arranged at the invitation of BSTC. All BSTC Cllrs would be welcome to attend.**

**FC/270/22 To request Cornwall Council to undertake a Transport Audit the via Community Area Network with an offer to part fund the study**

Cllr P La Broy outlined the item to the members. The survey would be carried out by BSTC, and BSTC would need to offer up some funding which could be match funded by CC to carry out a survey. The needs of the public in Bude cannot be assessed by numbers using buses alone and a more in depth survey needs to take place, outlining lack of transport to major hospitals in Cornwall and Devon being a major problem.

**Resolved: BSTC intend to conduct a transport audit, the TC to research the costs of the audit and bring back to a later Full Council meeting.**

**FC/271/22 To discuss the approach to the letting of leases and licences granted over council owned properties**

The TC outlined the previously circulated paper to explain how the BSTC buildings are let/leased out.

Discussion took place and the TC took questions from the members re: the current use of buildings, designation for the use of buildings and length of leases.

**Resolved: that the ice cream kiosk be renamed The Wharf Kiosk**

**Resolved: that the Full Council delegate the Oversight Committee to discuss how to categorise and regularise the letting and leasing of the properties.**

**FC/272/22**

**To consider a recommendation from the Environment and Climate Change Forum that BSTC commissions a local landscape assessment to assist our decision-making process around reviewing the NDP and/or to provide evidence for the current plan**

Cllr P Purchase spoke to the item. BSTC need to review the existing Bude Neighbourhood Development Plan(NDP). CC recommend a review of the plan before looking at revising the plan as there are different levels of revision and a full town referendum is dependent on the revision that is necessary.

**Resolved: that BSTC delegate an officer to research the cost of commissioning a local landscape assessment and bring back to Full Council for agreement, with no commitment to proceed.**

**FC/273/22**

**To agree that the Council establish and fund a Cycle to Work scheme**

The DTC outlined the scheme to the Council.

**Resolved: that BSTC establish and fund a Cycle to Work scheme**

**FC/274/22**

**To agree proposed amendments to the operation of the Grants Policy**

The reviewed the previously distributed paper, which included new additions following the Oversight Committee/Cllr meetings.

**Resolved:**

**1) BSTC adopt the amended Grants Policy document**

**2) Proposals by applicants to change their expenditure are dealt with in the manner described in the paper**

**3) Two meetings are arranged for Jan 2023 which focus on the grant allocation process**

**4) Optional scoring matrix is developed**

**5) Comms about the scheme include examples of previously successful applications**

**FC/275/22**

**To delegate the Town Clerk to agree and sign the Heads of Terms with Econetiq for the relocation of the EV charging points**

The members discussed the Heads of Terms and the TC took questions.

**Resolved: To delegate the Town Clerk to agree and sign the Heads of Terms with Econetiq for the relocation of the EV charging points**

**FC/276/22**

**To authorise the sealing of a licence with Cornwall Council for works to be undertaken at Compass Point**

**Resolved: To authorise the sealing of a licence with Cornwall Council for works to be undertaken at Compass Point.**

**FC/277/22**

**Key issues from Lead Councillors**

Cllr K Goode requested an updated on the latest developments for grant funding from Town team. The DTC updated the Council to the latest situation.

**FC/278/22**

**Financial Report to approve:**

i) Schedule of Payments made between 18<sup>th</sup> November 2022– 1<sup>st</sup> December 2022

**Resolved: that the payments made be noted.**

ii) Schedule of Payments to be made on 2<sup>nd</sup> December 2022

**Resolved: that the payments to made were agreed.**

**FC/279/22**

**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 Mayor requested that the meeting be extend for 30mins

**Resolved: that the meeting be extended by 30mins**

The Chair closed the meeting at 9.30pm

Chair’s Signature..... Date.....