

Minutes of the Reconvened Annual Meeting of St Ives Town Council held in The Guildhall, St Ives on Thursday 23 May 2013 at 7.00 pm

PRESENT

Chairman – Councillor C C Nicholls (Town Mayor)

Vice-Chairman – Councillor T M Williams (Deputy Town Mayor)

COUNCILLORS

Andrewes T

Armstrong M

Birch R G

Douglass P A

Glanville R

Lait R E

Laity N L P

Mitchell A P

Robertson M

Symons J H

Tanner J

Tanner S J

Taylor L J

Tulley R

OFFICERS

Town Clerk

Administrative Assistant

APOLOGIES FOR ABSENCE - None

11. DECLARATIONS OF MEMBER / OFFICER INTERESTS

None.

12. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced two additional agenda items, added due to their urgent nature:

1. Buses at Royal Square
2. Celtic Media Festival

13. APPOINTMENT OF COMMITTEES

The membership of committees was reviewed, following which it was

RESOLVED – that the committees be appointed as set out in Annex 1 to these minutes.

RESOLVED – that the composition of the Neighbourhood Plan Steering Group would be determined after further consideration, with a number of Councillors volunteering to meet with the Clerk to discuss and report back to Council with a recommendation.

It was noted that the outgoing council had approved only the first cycle of committee meetings to enable the newly elected council to determine its committee structure and so it was agreed that a review meeting would be held following the first cycle of meetings.

14. APPOINTMENTS TO OUTSIDE BODIES

Appointed representatives to outside bodies were considered, following which it was

RESOLVED – the appointments be made to outside bodies as set out in Annex 2 to these minutes.

15. ROYAL SQUARE BUSES

The Clerk reported on correspondence received from Cornwall Council setting out the reason for proposing Traffic Regulation Conditions to regulate use of the bus stops at Royal Square, outside the Backpackers and Trenwith Car Park. During the peak summer period up to 30 departures an hour are planned to operate from the stop in Royal Square with almost two thirds not operating to a fixed timetable. The regulations would seek to regulate buses to fixed departure times to alleviate congestion.

The comments of the town council were invited.

RESOLVED – that an extension of time be requested for the consultation period, and that responses from individual councillors would be collated by the Clerk and forwarded to Cornwall Council.

16. CELTIC MEDIA FESTIVAL

The Clerk reported that Cornish towns had been invited to submit an expression of interest to become host town for the Celtic Media Festival 2014. Representatives from the Chamber of Trade had already taken an active role in exploring the potential for this event and were well placed, along with the St Ives Tourist Association, to utilise their network of contacts and mobilise relevant businesses to ensure that should the Celtic Media Festival be held in St Ives, the town and surrounding area would be in a position to make the necessary arrangements for a successful event.

During discussion, Councillor Mitchell offered to investigate the potential for joint working with Cornwall Council and the level of support that might be available.

RESOLVED – that

- (1) the town council, in conjunction with the Chamber of Trade and the St Ives Tourist Association, submits an expression of interest based on the draft circulated at the meeting, for St Ives to become the host town for the Celtic Media Festival 2014; and
- (2) if successful, the role of the town council to be the formal body facilitating the hosting, with the Chamber of Trade, St Ives Tourist Association and individual businesses expected to carry out the operational arrangements.

17. **EXCLUSION OF THE PRESS AND PUBLIC**

To consider passing the following resolution:

“That in accordance with the Public Bodies (Admissions to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), the press and public be excluded from the meeting during the consideration of the following matters on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

18. **PUBLIC CONVENIENCES – AGREEMENT OF LEASES AND CONTRACTOR**
(Paragraph 3)

Leases

The Clerk reported that with the transfer of the public conveniences due to take place on 10 June, the lease arrangements needed to be finalised. The leases had been read by the Clerk and the consultant, and had been worked through by the Council’s appointed solicitors, with some amendments having been made to reflect the wishes of the town council.

RESOLVED – that all Councillors would have the opportunity to read through the leases over the next week to check that they were satisfied with their content, and that subject to any concerns raised being resolved by the Clerk in consultation with the Mayor and Deputy Mayor, the Clerk be authorised to sign the leases and apply the Seal of the Council.

Councillors Laity and Mitchell requested that it be recorded that they voted against the resolution.

Appointment of Cleaning Contractor

Councillors Mitchell and Andrewes declared that they were Cornwall Councillors and so were technically on the ownership board of one of the tendering companies, but considered that the association was tenuous and would have no bearing on their decision making.

The Clerk reported on the procedure to put the cleaning contract out to tender, the shortlisting panel, interview process and criteria for assessing those that had submitted a tender.

After those that fell outside the budget parameters had been excluded, the remaining tenders had been considered based on quality of provision, ability to carry out the contract, innovation and potential savings.

During discussion, Councillors were mindful of the need to ensure a standard of quality and so the contract would have to include penalty clauses, measurable performance criteria and a termination clause to enable the town council to give one month’s notice to end the contract.

RESOLVED – that Cormac Ltd be granted the cleaning contract for the public toilets to 31 March 2014, with penalty clauses and a termination clause to be included in the contract.

RESOLVED – also that should the contract with Cormac be terminated during the contract term, the next preferred contractor (being those with the next closest price quote) would be appointed.

Meeting closed at 9.34 pm

Chairman