

NEWQUAY TOWN COUNCIL

MINUTE REF:	Minutes of the Community & Tourism (C&T) Committee Meeting held on 7 June 2022 at 7:00pm, in the Council Chamber, Marcus Hill, Newquay.	ACTIONS:
	<p>There will be a presentation by Newquay Foodbank at 6.45pm.</p> <p><u>Present</u></p> <p>Cllrs K Towill, D Cheney, S Hick, N Morris M Johns</p> <p><u>Also Attending</u></p> <p>Mr J Piwecki (Deputy Town Clerk), Mrs L Hughes (Corporate Service Manager), Mrs S Deakin (Visit Newquay Tourist Information Centre), Miss J Carter (Library & Information Manager), Cllr J Bell & Cllr J Kenny, 1 member of the public.</p>	
CT213/22	<p><u>Apologies</u></p> <p>Cllr C Anderson, Mrs M Hallam (Events & Projects Co-ordinator), Mrs C Horton (CCTV Manager) & late arrival apologies from Cllr A Goudge</p>	
CT214/22	<p><u>Election of Chairman for the Civic Year 2022-23</u></p> <p>It was proposed by Cllr M Johns, seconded by Cllr S Hick and</p> <p style="text-align: center;">RESOLVED unanimously for Cllr D Cheney to be Chairman for the Civic Year 2022-23.</p>	
CT215/22	<p><u>Election of Vice- Chairman for the Civic Year 2022-23</u></p> <p>It was proposed by Cllr D Cheney, seconded by Cllr N Morris and</p> <p style="text-align: center;">RESOLVED unanimously for Cllr M Johns to be Vice-Chairman for the Civic Year 2022-23.</p>	
CT216/22	<p><u>Declarations of Interest and Dispensations</u></p> <p>None.</p>	
CT217/22	<p><u>Minutes</u></p>	
CT217/22 (A)	<p style="text-align: center;">A. C&T Minutes 08 March 2022</p> <p>It was proposed by Cllr M Johns, seconded by Cllr K Towill and</p> <p style="text-align: center;">RESOLVED to confirm the accuracy of the minutes of the meeting held on 12 April 2022.</p> <p>Cllrs S Hick and Morris abstained from the vote</p>	

<p>CT218/22</p>	<p><u>Matters Arising</u></p> <p>None</p>	
<p>CT219/22</p>	<p><u>Open Session for Electors – Public Question Time</u></p> <p>None</p>	
<p>CT220/22</p>	<p><u>To discuss and make decisions/recommendations on any grant applications submitted to the Community & Tourism Committee.</u></p>	
<p>CT220/22 (A)</p>	<p><u>Applications and Grant Awards</u></p> <p>A. Newquay Foodbank (£3000)</p> <p>Members discussed the application from Newquay Foodbank.</p> <p>It was proposed by Cllr S Hick, seconded by Cllr M Johns and</p> <p>RESOLVED unanimously to defer the decision on the application to the next appropriate meeting, Members are minded supporting the application in principle. However further information was requested on identified costs that the grant would fund.</p>	<p>Office</p>
<p>CT221/22</p>	<p><u>Develop effective community engagement and strengthen partnerships and relationships/ Manage and seek to continuously improve community information and engagement</u></p> <p><u>Manage and seek to continuously improve community information and engagement</u></p>	
<p>CT221/22 (A)</p>	<p>A. <u>BID Report</u></p> <p>There was no BID report this evening as there is no current BID Manager. Cllr S Hick asked that when the new manger comes into post that they review the BID signage due to graffiti and wear & tear.</p> <p>Cllr A Goudge provided an update that the BID AGM will be on 18 July. They are interviewing 5 people next week for the position of BID Manager.</p> <p>It was proposed by Cllr S Hick, seconded by Cllr N Morris and</p> <p>RESOLVED unanimously for Cllr A Goudge to remain as the BID Representative for the Civic Year.</p>	
<p>CT222/22</p>	<p><u>Manage, maintain and enhance provision of library and information service</u></p>	
<p>CT222/22 (A)</p>	<p>A. <u>LIS Report</u></p> <p>The Information & Library Manager provided a written report.</p>	

	<p>The Information & Library Manager provided an update on the reduction of Security in the Library, they have found that it has worked and are happy to continue with the current arrangement.</p> <p>The Manager also reported back on the fact that Newquay is now the only Library in the County that charges fines for late library books.</p> <p>Members discussed this item and the suggested of removing the fines.</p> <p>It was proposed by Cllr S Hick, seconded by Cllr M Johns and</p> <p style="text-align: center;">RESOLVED unanimously to abolish the Library fines in Newquay Library and instigate an amnesty for outstanding fines and to review the decision in 12 months.</p>	<p>Library Manager</p>
<p>CT223/22</p>	<p><u>Manage, maintain, and enhance provision of the tourist information centre to encourage visitors to Newquay</u></p>	
<p>CT223/22 (A)</p>	<p>A. <u>Visit Newquay TIC Managers Report</u></p> <p>The Visit Newquay TIC Manager provided a written report.</p> <p>The Visit Newquay TIC Manager reported that all the discovery boards have been refurbished.</p> <p>A discussion was held around the housing of the Trailer for the summer season after it comes back from Royal Cornwall & Boardmasters. It was suggested that it may be a good idea to keep it situated on the Killacourt for the Newquay Sessions. Members discussed the advantages and disadvantages.</p> <p>Members felt that they could not support the Trailer being housed at on the Killacourt permanently during the summer. The Events Working Party will discuss with the Events & Projects Co-ordinator about when the Trailer is required for certain events and let the Visit Newquay Manager know.</p> <p>The annual maintenance contract for the Visit Newquay website is coming to an end. The Visit Newquay Manager highlighted that if the Council opts in for a 3 year contract there will be a 10% each year which will be more cost effective than the current annual fee.</p> <p>Members discussed.</p> <p>It was proposed by Cllr N Morris, seconded by Cllr D Cheney and</p>	<p>TIC Manager</p>
<p>CT223/22 (A)(1)</p>	<p style="text-align: center;">RESOLVED unanimously to approve entering into an annual maintenance contract with Simple View for 3 years.</p> <p>Visit Newquay have been offered a new poling platform to work alongside the website which will enhance the search function for visitors and benefit the TIC's membership, as it will provide real time availability. The cost will be just under £3,000 for the set up.</p> <p>Members discussed this proposal.</p> <p>The Visit Newquay Manager will go back and feedback potential the ongoing costs to the Committee.</p>	

<p>CT223/22 (A)(2)</p>	<p>It was proposed by Cllr D Cheney, seconded by Cllr S Hick and</p> <p>RESOLVED unanimously to give delegated authority to the Chair, Vice & Deputy Town Clerk to authorise installing the 'polling' function on the website subject to circulating the finalised costs to the Committee by Email for approval</p>	<p>TIC Manager, Chair, Vice & Deputy Town Clerk</p>
<p>CT223/22 (B) (1)</p>	<p>B. <u>Newquay Chamber of Commerce Assets</u></p> <p>The Visit Newquay Manager reported that the Newquay Chamber of Commerce gifted the Tourist Information Centre £785.87.</p> <p>The Deputy Town Clerk explained that a request had been received for the Town Council to look after and take ownership of the Newquay Chamber of Commerce Chains of Office. The Visit Newquay Manager would be happy to house the chains in their safe.</p> <p>Members discussed the possibility of displaying them in the Offices however in general were supportive of the request.</p> <p>It was proposed by Cllr D Cheney, seconded by Cllr M Johns and</p> <p>RESOLVED unanimously to agree for the Town Council to be custodian of the Chamber of Commerce Chains.</p> <p>(Cllr A Goudge entered the meeting at 19.49pm)</p> <p>It was proposed by Cllr D Cheney, seconded by Cllr K Towill and</p> <p>RESOLVED unanimously to move back to 9A BID Update.</p>	<p>Office</p>
<p>CT223/22 (B) (2)</p>	<p>C. <u>Welcome to Newquay Signage</u></p> <p>An update was provided from the Deputy Chief Executive and Members discussed.</p>	
<p>CT224/22</p>	<p><u>Organise, promote and manage Newquay Town Council events</u></p>	
<p>CT224/22 (A)</p>	<p>A. <u>Event Co-ordinator Report</u></p> <p>No report was provided for this meeting.</p> <p>Cllr D Cheney wished to thank the Events & Projects Co-ordinator for all her hard work over this weekend for the Jubilee events. Cllr S Hick also wished to thank the Events & Projects Co-ordinator for her work on the guide.</p> <p>Cllr A Goudge wished to thank Events & Projects Co-ordinator for all her hard work but suggest that in future events can that the beacon lighting goes back to Towan Headland as it has done in previous years for other events. Cllr Hick raised the concern that the Towan Headland location is not as accessible for those with mobility issues.</p> <p>Members discussed.</p>	
<p>CT224/22 (B)</p>	<p>B. <u>Event Working Party Report</u></p>	

<p>CT224/22 (C)</p>	<p>Cllr N Morris, S Hick, D Cheney, A Goudge wished to put themselves forward to sit on the Events Working Party.</p> <p>A suggestion was made to invite Cllr M North back onto the Working Party. It was proposed by Cllr M Johns, seconded by Cllr S Hick and</p> <p style="text-align: center;">RESOLVED unanimously for Cllrs N Morris, Cheney, A Goudge and S Hick to make up the Events Working Party</p> <p>C. <u>Town Criers Report</u></p> <p>No report at this time.</p>	
<p>CT225/22 CT225/22 (A)</p>	<p><u>Undertake marketing of Council space for rent or hire including negotiation and liaison with potential and existing tenants and users</u></p> <p>A. <u>Corporate Service Manager Report</u></p> <p>There was no update to be given at this time.</p>	
<p>CT226/22</p>	<p><u>Manage, maintain and enhance provision of CCTV service across Newquay and partner sites</u></p>	
<p>CT226/22 (A)</p>	<p>A. <u>CCTV Manager Report</u></p> <p>A written report was provided to by the CCTV Manager.</p> <p>It was proposed by Cllr S Hick, seconded by Cllr M Johns and</p>	
<p>CT226/22 (A)(1)</p>	<p>RESOLVED unanimously to replace DIP NVR X 4 (two required) total cost: £11,211.80 ex VAT and also RECOMMEND to the G&R Committee for the release of funds from the CCTV EMR. It was also recommended the CCTV Manager also to investigate advertising the CCTV Service again to other Towns in Cornwall.</p> <p>Cllr N Morris brought forward the proposal to create a Taxi Watch System that links into the Pub Watch system that work alongside the Police & CCTV suite.</p> <p>Members discussed in detail.</p> <p>It was proposed by Cllr S Hick, seconded by Cllr M Johns and</p>	<p>CCTV Manager</p>
<p>CT226/22 (A)(2)</p>	<p>RESOLVED unanimously to ask that Cllr N Morris, the CCTV Manager and CCTV Lead Members Cllrs K Towill & A Goudge and the Chair of the Taxi Watch Scheme and report back at the next appropriate Committee Meeting.</p> <p>Members wished this to be listed as an Agenda Item for next month.</p> <p style="text-align: center;">(1 Member of the public left the meeting at 20.32pm)</p> <p>Members discussed the proposed new location for a CCTV Camera if</p>	<p>CCTV Manager</p> <p>Office</p>

<p>CT226/22 (A)(3)</p>	<p>On Berry Rd/Marcus Hill. Members were happy to support this and for further investigation on costs.</p> <p>Members discussed the request from Cllr M Formosa to move a Mobile CCTV Camera to the St Columb Minor Recreation ground due to vandalism.</p> <p>It was proposed by Cllr S Hick, seconded by Cllr K Towill and</p> <p>RESOLVED unanimously to request the camera is moved to the St Columb Minor Recreation Ground as long as it's still a current issue and this is supported by the Police. CCTV Manager to investigate any implications of the move. To also give delegated authority to the CCTV Leads (Cllrs K Towill & A Goudge) to decide which temporary camera to move if it is deemed feasible.</p>	<p>CCTV Manager</p> <p>CCTV Manager</p>
<p>CT227/22</p>	<p><u>Objective 3.9 – Manage and implement initiatives associated with public safety</u></p> <p>No updates at this time.</p>	
<p>CT228/22</p>	<p><u>Objective 3.16 – identify issues and liaise with CC regarding implementation of TRO's PSPO's and other local schemes</u></p> <p>No updates at this time.</p>	
<p>CT229/22</p>	<p><u>Objective 3.18 – Responsible for twinning opportunities including coordination with Dinard</u></p> <p>No updates at this time.</p>	
<p>CT230/22</p>	<p><u>Objective 3.18 - Identify and implement economic development opportunities</u></p>	
<p>CT230/22 (A)(1)</p>	<p>A. <u>Town Team Report</u></p> <p>It was proposed by Cllr D Cheney, seconded by Cllr S Hick and</p> <p>RESOLVED unanimously to give delegated authority to the RFO & Town Team to complete any required documentation as part of the monitoring process for the Town Vitality Fund</p>	<p>RFO</p> <p>Town Clerk & RFO</p>
<p>CT230/22 (A)(2)</p>	<p>It was proposed by Cllr D Cheney, seconded by Cllr M Johns and</p> <p>RESOLVED unanimously to give delegated authority to Cllrs S Hick, D Cheney, the Town Clerk and Finance & Procurement Manager to handle the on-going project management until completion of the awarded contract.</p>	
<p>CT231/22</p>	<p><u>Correspondence</u></p> <p>None.</p>	

CT232/22	<p><u>Any Items referred to this Committee from Full Council or another Committee</u></p>	
CT232/22 (A)	<p>A. <u>Governance & Resource – Recommendation 1</u> <u>All committee to review their working parties to ensure they are relevant, including outlining their Terms of Reference specific reporting requirements (i.e. notifying chairs of a committee when they meet if required)</u></p>	
CT232/22 (B)	<p>No update at this time</p> <p>B. <u>To work towards having a named responsible officer/member for each project</u></p>	
CT232/22 (C)	<p>No update at this time</p> <p>C. <u>Each Committee to identify what training would be beneficial for its committee in order to establish a training programme and setting expectations that members who wish to serve on a particular committed</u></p> <p>No update at this time</p>	
CT233/22	<p><u>Governance & Accountability</u></p>	
CT233/22 (A)	<p>A. <u>Governance & Resources – Recommendation on Terms of Reference</u></p>	
	<p>Cllr J Kenny provided an update as to why the suggested change to the terms of reference to allow Planning to review TRO's.</p> <p>Cllr K Towill raised the issue of capacity for the Planning Committee. Members discussed.</p> <p>It was proposed by Cllr S Hick, seconded by Cllr A Goudge and</p>	
CT233/22 (A)(1)	<p>RESOLVED unanimously recommend to Full Council a change to the Terms if Reference of removing TRO's and objective 3.16 to read 'Identity issues and liaise with Cornwall council regarding implementation of Public Space Protection Orders and other such local schemes.</p>	<p>RECOMMENDATION to Full Council</p>
CT233/22 (A)(2)	<p>It was proposed by Cllr D Cheney, seconded by Cllr S Hick and</p> <p>RESOLVED unanimously to extend the meeting by 15 minutes 21.10pm</p>	
CT234/22	<p><u>Financial Statement</u></p>	
	<p>It was proposed by Cllr D Cheney, seconded by Cllr K Towill and</p>	

<p>CT235/22</p>	<p>RESOLVED unanimously to authorise the payments totalling £224.69 for the Community & Tourism Committee.</p> <p><u>Any other Business</u></p> <p>Cllr M Johns would like to bring the noticeboards to the attention of the Committee.</p> <p>Cllr S Hick asked that Working Party's are reviewed and what is active.</p> <p>Members requested that the Saints Trail be added back onto the Agenda for next month.</p>	<p>Office.</p>
<p>CT236/22</p>	<p><u>Date, venue, and time for the next meeting</u></p> <p>The next meeting will be on Tuesday 12 July at 7pm, Council Chamber, Municipal Offices, Newquay.</p> <p>The Chair thanked all members for their attendance and closed the meeting at 9pm.</p> <p>Signed..... Chairman</p> <p>Cllr D Cheney</p> <p>Date.....</p>	