

## Bundle Full Council 4 August 2021

### Agenda attachments

#### Summons - Full Council - 04 August 2021 .docx

- 1 Apologies  
*\*\*To receive and accept apologies for absence.\*\**
- 2 Interests  
*\*\*To receive Declarations of Interest and Dispensations awarded in respect of items on the agenda.\*\**
- 3 Minutes  
*\*\*To take as read and confirm as accurate the minutes of the meetings held on.\*\**
- 3.A 07 July 2021  
Full Council Minutes - 07 July 2021.docx
- 4 Matters Arising  
*\*\*To discuss or note any matters arising from the minutes under item 3.\*\**  
  
*This is for information only unless specific matters/items are on the agenda for decision.*
- 5 Community Safety Reports  
*\*\*To receive, question and note the Police Report\*\* (to follow)*  
Crime Figures.docx
- 6 Open Session for Electors of Newquay – Verbal/Written Questions (15 minutes)  
*\*\*To receive previously notified public questions from attending electors of Newquay.\*\**  
  
*In line with Standing Order 3(e), members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda of the meeting.*  
  
*In line with Standing Order 3(f), the time allowed under this item is 15 minutes unless directed by the Chair.*  
  
*In line with Standing Order 3(g), members of the public shall not speak for more than 3 minutes.*
- 7 Open Session for Cornwall Councillors verbal, written or tabled reports  
*\*\*To receive reports from Newquay Cornwall Councillors and for Town Councillors to raise issues relating to Cornwall Council and matters affecting Newquay\*\* (for information only).*
- 8 Correspondence  
*\*\*To receive and note the list of Correspondence and to refer or respond accordingly\*\* (if any)*  
  
*Please note any emails or letters that have already been circulated to members will not be included unless a decision is needed that cannot be dealt with outside of Full Council or a committee.*
- 9 Town Clerk and Chief Executive's Report  
*\*\*To receive a report on Service Status, Business Continuity matters and Key issues for information and a decision where requested by the Town Clerk and Chief Executive.\*\**  
210804 - Full Council Report.docx
- 10 Mayor's Announcements  
*\*\*To receive the Mayor's Announcements\*\* (for information only)*
- 11 Financial Statements  
*\*\*To receive and approve the Financial Statements of the Town Council\*\* (to follow, if not attached).*  
Payment Authorisation Report August 2021 (Updated with Bank Balances).pdf  
Payment Authorisation Report August 2021.pdf
- 12 Committee Minutes and Reports  
*\*\*To receive and note the following committee minutes/reports and to consider and make decisions on any recommendations and proposals to Full Council contained therein (unless otherwise dealt with at the previous Full Council meeting):\*\**
- 12.A Minutes of the Governance and Resources (G&R) Committee held on 26 July 2021  
*\*\*To receive and note the minutes of the Governance and Resources committee.\*\**  
210726 - G&R Minutes - Draft.docx
- 12.A.i GR15/21 (A)(i) - Recommendation 1

*\*\*RECOMMEND to Full Council that the Killacourt and Events working parties merge into one and will relay information to the relevant committee as per that committee's terms of reference.\*\**

12.A.ii GR15/21 (C)(i) - Recommendation 2

*\*\*RECOMMEND to Full Council, that we merge the Parking working parties from C&T and E&F into one, but they answer to both committees as relevant.\*\**

12.A.iii GR17/21 (C)(i) - Referral

*\*\*RESOLVED unanimously to refer the email to Full Council for response.\*\**

Email - Cllr Barry Jordan.pdf

12.B Minutes of the Community and Tourism (C&T) Committee held on 13 July 2021

*\*\*To receive and note the minutes of the Community and Tourism committee.\*\**

C&T Minutes 13 July 2021.docx

12.C Minutes of the Environment and Facilities (E&F) Committee held on 21 July 2021

*\*\*To receive and note the minutes of the Environment and Facilities committee.\*\**

E&F Minutes 21 July 2021.docx

12.E Minutes of the Planning & Licensing (P&L) Committee held on:

*\*\*To receive and note the minutes of the Planning and Licensing committee.\*\**

12.E.i 06 July 2021

AGREED - P&L - 06 July 2021.docx

14 Newquay Town Council Issues

*\*\*To receive reports from members who sit on outside bodies as well as issues and motions received, in line with Standing Order 9B, from members in relation to Newquay Town Council.\*\**

*Discussions under this item are for information only unless specifically listed on the agenda for a decision.*

14.A Cllr Gardner - Review of Emergency Powers

*\*\*To receive an update on the use of Emergency Powers and to make a decision on any changes to those powers.\*\**

*++Currently COVID emergency powers consist of:++*

- 1. To give delegated authority to the Mayor and Deputy Mayor to continue to make decisions relating to the authorisation of ERF grants until its closure as well as any addition COVID related funding if such applications fall outside of normal committee/Full; Council timelines and are urgent.*
- 2. To re-instate emergency powers in the event of the business continuity plan being implemented following a simple majority of the F&P Committee via email.*
- 3. To give delegated authority to Clerk / Deputy Clerk to make operational decisions surrounding public social distancing and anti-social behaviour measures within the town.*

14.B Code of Conduct Complaint - Decision Notice

*\*\*To receive an update and make any decisions in relation to the Code of Conduct Complaint against Cllr Rayner, that has been upheld by Cornwall Council's Monitoring Officer (assessment decision notice attached)\*\**

*++Please Note:++*

*\* Standing Order 14A requires the Town Clerk and Chief Executive to report this matter to the Council as it is in the public interest.*

*\* Standing Order 14D states: \*\*\*\*Upon notification by the Unitary Council that a councillor or non-councillor with voting rights has breached the Council's code of conduct, the Council shall consider what, if any, action to take against him. Such action excludes disqualification or suspension from office\*\*\*\**

*\*\*Recommended Action:\*\**

*\* The Council is about to organise further Code of Conduct training from Sarah Mason of Cornwall Association of Local Councils, for newly co-opted and elected members and so the Town Clerk and Chief Executive suggests the Council requires Cllr Rayner to attend that training when it is organised, in accordance with the ruling and recommendations from the Monitoring Officer.*

(03987077) Assessment Decision Notice.doc

15 Chairman's Other Business

*\*\*To raise and discuss other business at the Chairman's discretion (for information only)\*\**

16 Date of the next meetings

*\*\*The next scheduled Full Council meeting will take place on Wednesday 01 September 2021 at 7pm in the Council Chamber, Municipal Offices, Marcus Hill, Newquay.\*\**



Newquay Town Council  
Municipal Offices  
Marcus Hill  
Newquay  
TR7 1AF

NewquayCouncil

CorporateService

Tel: (01637) 878388  
Email: [office@newquay.town](mailto:office@newquay.town)  
Web: [www.newquaycouncil.uk](http://www.newquaycouncil.uk)

Town Clerk of Newquay: **Andrew Curtis**

Wednesday 28 July 2021

To: All Members

**Meeting:** Full Council (Annual Council Meeting)  
**Date of Meeting:** Wednesday 04 August 2021  
**Subject:** Formal Meeting Agenda and Summons

You are hereby summoned to the Annual Full Council meeting of Newquay Town Council, which is to be held on **Wednesday 04 August 2021 at 7pm in Council Chamber, Municipal Offices, Marcus Hill, Newquay** to transact the business contained in the attached agenda and associated papers.

**Members of the Public can attend the meeting, subject to venue capacity limitations and COVID measures.** We plan to live stream the meeting on the Newquay Town Council Facebook Page: [www.facebook.com/newquaycouncil](https://www.facebook.com/newquaycouncil) provided the equipment and internet works at the venue. If you have a question to raise about an item on the agenda, please see the below.

**Public Questions** from **Registered Electors of Newquay Town Council** must be submitted regarding **items on the agenda only**. Questions must be sent to [pa@newquay.town](mailto:pa@newquay.town) by **9am on Monday 02 August 2021** in order for them to be taken to the meeting. If you wish to speak at the meeting, you will need to attend in person to do so and provide your question in line with the above and by the deadline in order to be called. If you are not a registered elector, you may be allowed to ask your question at the complete discretion of the chair, but it must be on an agenda item.

Government advised COVID secure measures have been implemented and there will be room capacity limitations for the public. Please ensure with any personal IT used, that your anti-virus software and computer has been updated fully as no liability will be accepted by the Council for any malicious acts/viruses etc. when using this third-party system. If you are attending in person, we ask you to voluntarily undertake a Lateral Flow Test before attending, as some in attendance have yet to receive their vaccination. The tests are freely available through [gov.uk](http://gov.uk) or local pharmacies and **councillors are able to obtain a pack through the Town Clerk**.

Yours sincerely,

Andrew Curtis BA (Hons) FIAB FCMI FSLCC FInstLM FMAAT  
**Town Clerk and Chief Executive**



## NEWQUAY TOWN COUNCIL

**MINUTE  
REF:**

Minutes of the Full Council Meeting held on Wednesday 07 July 2021 at 7pm held in St Michaels Church, St Michael's Road, Newquay

**ACTION:**

**Present**

Cllrs L Gardner (Mayor) M North (Deputy Mayor), K Towill, N Morris, T Bradshaw, D Cheney, J Kenny, J Bell, A Goudge, O Monk, M Johns and A Hannan

**Also attending**

Mr A Curtis (Town Clerk & Chief Executive), Mrs L Spark (Management Support Officer), Inspector Blackford, Rvd J Kneebone, 1 members of the public and 1 member of the press.

**102/21**

**Apologies**

Apologies were received by Cllrs M Buck, S Hick, A Rayner and Cornwall Councillor J Fitter.

**103/21**

**Interests**

None.

**104/21**

**Minutes**

**104/21  
(A)**

A. 02 June 2021

It was proposed by Cllr J Kenny, seconded by Cllr D Cheney and

**104/21  
(A)(1)**

**RESOLVED that the Minutes of the Full Council meeting held on 02 June 2021 are a true reflection of the meeting and had been adopted.**

*Cllr A Hannan abstained*

**105/21**

**Matters Arising**

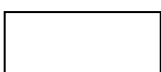
None.

**106/21**

**Community Safety Reports**

Inspector Blackford wanted to publicly extend his thanks to the Mayor, Newquay Town Council, RAF, Army and Newquay airport for all their help and efforts surrounding the G7.

Inspector Blackford provided members with a verbal overview of his written report that was included in members packs. Stats show that crime has gone down 8% overall, Stalking and harassment has increased but this is mirrored across the whole force and being kept an eye on. There has been a reduction in burglaries and shoplifting. Inspector Blackford spoke to members about the summer policing plan.



Q1. Cllr K Towill asked about the parking issues at Nansledan school as it is quite dangerous when public park on the crossing, have any Officers been to the site yet?

*A1. Inspector Blackford will ensure that Officers go to the school and hope to have it sorted by September.*

Q2. Cllr A Goudge has received antisocial behavioural complaints about The Escape still serving alcohol to people at 4am and public drinking their own alcohol in the area outside the Central when it is closed.

*A2. Inspector Blackford will speak to the Licensing officer about the complaints and informed members that more officers will be on shift on the weekend that lockdown lifts.*

Q3. Cllr A Hannan asked if the Piran Angels will be running this summer.

*A3. Inspector Blackford informed members that he will liaise with them, they were waiting to see if the restrictions were lifting as they were concerned for their own health.*

The Mayor wanted to thank the force for everything that they have done over the G7.

*19.18 Inspector Blackford exited the meeting.*

107/21

**Open Session for Electors of Newquay – Verbal/Written Questions (15 minutes)**

The Mayor bought the email correspondence from Mr Parker up the agenda AS Mr Parker was present.

Mr Parker spoke to the members about the Newquay Neighbourhood Plan and the detrimental affect it is having on businesses within the town and how it is directly contributing to the housing crisis in Newquay.

*19.24 Rvd Kneebone exited the meeting.*

Members discussed and would like to refer to the Planning & Licencing Committee to consider and make a decision a frame of words to act as a Policy Statement that sits alongside NNP on HMOs:

Wording along the lines "Newquay Town Council collectively recognises Newquay has a housing crisis and as such we will consider all HMO applications on a case by case basis"

Also for the NNP to be reviewed and updated.

Cllr Monk raised this point as an option that was suggested by a Planning Officer at Cornwall Council.

It was proposed by Cllr O Monk, seconded by Cllr J Kenny and

107/21  
(1)

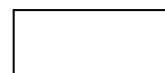
**RESOLVED unanimously to refer to the P&L Committee.**

**REFER to  
P&L**

*19.32 1 member of the public exited the meeting.*

108/21

**Open Session for Cornwall Councillors verbal, written or tabled reports**



Cornwall Councillor K Towill informed members that he has received correspondence about the recycling centre, currently looking at an alternative route into the site and would like this correspondence referred to the C&T committee. Wildflower lane has been tidied up, the underpass has been cleaned and tidied and regular cleaning of that area is being looked into.

Cornwall Councillor O Monk informed members that the weeds in the boating lake will be cleared next week and currently working on a long-term plan to look at the issue of the perennial weeds. Doorstep Green play park will hopefully be opening in the next couple of weeks, just going through snagging now. Mayfield Park has been identified as a make space for nature site. Modular sites for temporary and emergency accommodation are currently being worked on

Cornwall Councillor L Gardner informed members that there have been campers in the dunes, all of those tents were served with legal notices to leave. Esplanade shelter has had lots of reports of vandalism, anti-social behaviour and graffiti, we are in communications with SWW to beautify the area. Parking issues in the ward reaching from Ennors road to Hightower, I am currently working on a short- and long-term solutions. Working on an Armed forces careers fare in September at Heartlands. Visited businesses to offer guidance about vaccines and Lateral Flow Tests as a multi-agency approach. Working together the multi-agency have managed to secure more clinics at Chester Road pharmacy which are now walk in clinics on Tuesday to Friday. On Monday we had the first ever mobile testing unit come to Newquay, they will be looking to return, locals and visitors were all seen.

Cllr J Kenny asked if we have any news on the devolution of Atlantic Rd carpark. The Town Clerk informed members that it is stuck with solicitors at the moment, we are making headway just waiting for further detail on the parking order.

109/21

**Correspondence**

109/21  
(A)

A. Email 1 – Mr Parker

This item was discussed earlier on in the meeting.

110/21

**Town Clerk and Chief Executive's Report**

The Town Clerk gave members a verbal overview of the written report that was included in members packs. The Town Clerk informed members that the Chairman training session is being pushed back to 18.30 on 12 July and highlighted how beneficial the training is for all members.

111/21

**Mayor's Announcements**

The Mayor gave members an overview of his recent engagements.

112/21

**Financial Statements**

It was proposed by Cllr A Hannan, Seconded by Cllr M Johns and

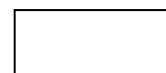
112/21  
(1)

**RESOLVED unanimously to authorise the payments list totalling  
£191,842.00**

**Note To  
RFO**

113/21

**Committee Minutes and Reports**



**113/21  
(A)**

A. Minutes of the Community & Tourism (C&T) Committee held on 08 June 2021

It was proposed by Cllr M Johns, seconded by Cllr D Cheney and

**113/21  
(A)(1)**

**RESOLVED unanimously to note the minutes of the Community & Tourism Committee meeting held on the 08 June 2021**

**113/21  
(A)(i)**

i. Recommendation 1 - Changes to Terms of Reference

It was proposed by Cllr M Johns, seconded by Cllr D Cheney and

**113/21  
(A)(i)(1)**

**RECOMMENDED to Full Council the amendments to the C&T Committee Terms of Reference as outlined.**

**113/21  
(B)**

B. Minutes of the Environment & Facilities (E&F) Committee held on 17 June 2021

It was proposed by Cllr T Bradshaw, seconded by Cllr N Morris and

**113/21  
(B)(1)**

**RESOLVED to note the minutes of the Economic Development Committee meeting held on the 11 March 2021**

**113/21  
(B)(i)**

i. Recommendation 1 - Changes to Terms of Reference

It was proposed by Cllr T Bradshaw, seconded by Cllr A Goudge and

**113/21  
(B)(i)(1)**

**RECOMMENDED to Full Council the amendments to the E&F Committee Terms of Reference as outlined.**

**113/21  
(C)**

C. Minutes of the Planning & Licensing Committee held on;

i. 23 April 2021

ii. 29 April 2021

iii. 09 June 2021

iv. 23 June 2021

It was proposed by Cllr J Kenny, seconded by Cllr N Morris and

**113/21  
(C)(i)(ii)(iii)  
(iv)(1)**

**RESOLVED unanimously to note the minutes of the Planning & Licensing Committee held on 23 & 29 April and 09 & 23 June.**

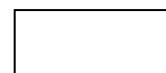
**113/21  
(v)**

v. RECOMMENDATION 1 - Meeting dates and times

At this point the Mayor grouped the recommendations on agenda items 12.C.v & 13.A together.

Agenda item 12.C.v was proposed by Cllr J Kenny, seconded by Cllr N Morris

Agenda item 13.A was proposed by Cllr A Hannan, seconded by Cllr T Bradshaw



113/21  
(v)(1)

**RESOLVED to amend the Planning & Licensing meeting dates currently listed as TBC due to a clash with Full Council, to take place on the Tuesday of that same week, and that the Civic Calendar 2021-22 be amended to reflect this and to amend the E&F Committee Terms of Reference and associated calendar of meetings in order to move the E&F Committee meetings that current fall on the same week as the C&T Committee, to the following week (same night of the week).**

114/21

**Newquay Town Council Issues**

114/21  
(A)

A. Report on Calendar of Meetings Issue - E&F Committee dates

This was discussed earlier on in the meeting.

Cllr N Morris asked for a list of events that are planned to happen on the Killacourt, the Mayor informed members that he has requested a webpage on the website to reflect this and the TIC also has this information.

Cllr J Kenny asked about meeting representation for the Community Network and Newquay Clean meetings when the voting member is not available. The Mayor asked for this to be decided by the E&F Committee.

Cllr A Goudge for a review of the free water facilities access in Newquay. Cllr A Hannan approved for this to go on the E&F agenda.

The Mayor spoke about the announcement that was made and how restrictions will all be removed from the 19th July and asked for the working from home arrangement to be looked at for staff. Cllr M Johns would like Full Council meetings to be back in the council chamber. Cllr K Towill thinks the town Council should be leading the way back to normality in the way we operate. Cllr J Kenny asked if the screens will be kept in the council chamber. The Town Clerk informed members that in the long term the screens would be removed, but we need to be conscious of staff as we need to be reasonable as employers as we have a duty of care towards staff and members. Members to let the Town Clerk know what they are comfortable with. The Mayor asked for this to be referred to the HR Committee for formal recommendations.

115/21

**Co-option of Vacancies**

It was proposed by Cllr L Gardner, seconded by Cllr J Kenny and

115/21  
(1)

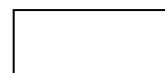
**RESOLVED unanimously to hold an unnamed ballot for each individual ward.**

A. Porth and Tretherras

i. Joseph Michael Brook

Candidate Joseph Michael Brook for Porth and Tretherras ward provided the council with a short presentation outlining why they wish to be elected and answered questions from members.

ii. Darren Peter Terry





Candidate Darren Peter Terry for Porth and Tretherras ward provided the council with a short presentation outlining why they wish to be elected and answered questions form members.

**115/21  
(A)**

**With the majority of the votes, Darren Peter Terry was co-opted on to the Council.**

B. Trenance

i. Katie Antoinette Larsen

Candidate Katie Antoinette Larsen for Trenance ward provided the council with a short presentation outlining why they wish to be elected and answered questions form members.

ii. Vanessa Victoria Leaver

Candidate Vanessa Victoria Leaver for Trenance ward provided the council with a short presentation outlining why they wish to be elected and answered questions form members.

**115/21  
(B)**

**With the majority of the votes, Katie Larsen was co-opted onto the Council.**

C. Whipsiderry

i. Sarah Elizabeth Thomson

Candidate Sarah Elizabeth Thomson for Whipsiderry ward provided the council with a short presentation outlining why they wish to be elected and answered questions form members.

ii. Mark Formosa

Candidate Mark Formosa for Whipsiderry ward provided the council with a short presentation outlining why they wish to be elected and answered questions form members.

iii. Frances Williamson

Candidate Frances Williamson for Whipsiderry ward provided the council with a short presentation outlining why they wish to be elected and answered questions form members.

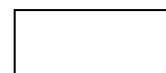
It was proposed by Cllr L Gardner, seconded by Cllr M North and

**115/21  
(C)**

**RESOLVED unanimously to extend the meeting by 30 minutes.**

**115/21  
(C)(i)**

**With the majority of the votes, Mark Formosa and Frances Williamson were co-opted onto the Council.**



**116/21** **Exempt Business**

It was proposed by Cllr L Gardner, seconded by Cllr A Hannan and

**RESOLVED unanimously that under section 100A(4) of the Local Government Act 1972, the press and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of except information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.**

**116/21** **A. Staff review recommendation**  
**(A)**

**Please see confidential addendum 07.07.2021/FC001.**

It was proposed by Cllr L Gardner, seconded by Cllr K Towill and

**116/21** **RESOLVED unanimously to extend the meeting by 15 minutes.**  
**(A)(i)**

It was proposed by Cllr A Hannan, seconded by Cllr K Towill and

**HR**

**116/21** **RESOLVED to authorise the recruitment of a new full time Responsible Finance Officer. Recruitment can proceed now, but safeguards are to be developed with the HR Committee.**  
**(A)(ii)**  
*Seven members voted in favour, three members abstained and two members voted against.*

It was proposed by Cllr A Hannan, seconded by Cllr K Towill and

**HR**

**116/21** **RESOLVED to establish the post of Corporate Service Manager as set out and to authorise the internal recruitment process. Recruitment can proceed now, but safeguards are to be developed with the HR Committee.**  
**(A)(iii)**  
*Ten members voted in favour, one member abstained and one member voted against.*

It was proposed by Cllr A Hannan, seconded by Cllr K Towill and

**HR**

**116/21** **RESOLVED unanimously to no recruit a Maintenance Operative at this time, but for the HR Committee to keep this under review as part of the wider review of the Facilities Service.**  
**(A)(iv)**

**117/21** **Chairman's Other Business**

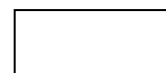
None.

**118/21** **Date and time of the next meeting**

The next Full Council meeting will take place on 07 August 2021 at 7pm at a location to be advertised. The Chairman thanked those attending and the meeting closed at 21:45pm.

**Signed..... The Mayor** Cllr L Gardner

**Date.....**



## Council update for July 2021:

Offence	Recorded Crime 01/07/2021 to 31/07/2021	Recorded Crime 01/07/2020 to 31/07/2020	Recorded Crime % Difference
Violence with Injury	35	37	-5.4%
Violence without Injury	20	26	-23.1%
Stalking and Harassment	16	13	23.1%
Rape	2	4	-50.0%
Other Sexual Offences	5	6	-16.7%
Robbery	0	1	-100.0%
Burglary Dwelling	3	3	0.0%
Burglary Non-Dwelling	4	6	-33.3%
Vehicle Offences	4	4	0.0%
Bicycle Theft	2	4	-50.0%
Shoplifting	10	2	400.0%
All Other Theft Offences	23	24	-4.2%
Arson	1	3	-66.7%
Criminal Damage	31	19	63.2%
Public Order Offences	17	9	88.9%
Possession of Weapons	1	1	0.0%
Trafficking of Drugs	3	5	-40.0%
Possession of Drugs	1	8	-87.5%
Other Offences	1	3	-66.7%
<b>Total</b>	<b>179</b>	<b>178</b>	<b>0.6%</b>

Non Notifiable Offences	26	28	-7.1%
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Incident Closing Category	Incidents - 01/07/2021 to 31/07/2021	Incidents - 01/07/2020 to 31/07/2020	Incidents % Difference
Anti Social Behaviour	128	127	-0.8%
Crime Not Recorded	6	3	100.0%
Crime Recorded	83	96	-13.5%
Public Safety	321	284	21.6%
Transport	142	108	34.0%
<b>Total</b>	<b>678</b>	<b>596</b>	<b>13.8%</b>

Crime compared with 2019 figures for July is **down -23.8%** which is fantastic news for the area especially with the increase in visitors. The headline news from these statistics compared with the same period in 2019 are:

Vehicle offences down by - 82%  
 Burglary non dwelling down by - 60%  
 Shoplifting down by - 41%  
 Other thefts down by - 39%  
 Public order up by +41%  
 Stalking and harassment up by + 31%

Looking forward to August we will see the return of the Boardmasters festival from 11<sup>th</sup> until 15<sup>th</sup> August. All partners have worked closely with the organiser in the planning stages and the police will as previous years be highly visible around the site and in the town during the event.

**Inspector 15064 Guy Blackford**



**NewquayCouncil**

**CorporateService**

# REPORT

<b>Report to:</b>	<b>Full Council</b>
<b>Date of this Report:</b>	<b>27 July 2021</b>
<b>Meeting Date:</b>	<b>04 August 2021</b>
<b>Authors:</b>	<b>Town Clerk and Chief Executive</b>

## TOWN CLERK'S REPORT

Area	Information
<b>Democratic &amp; Legal</b>	<p>1.1 0 x New Freedom of Information Request(s) received since last Full Council Meeting.</p> <p>1.2 0 x New Complaint(s) received.</p>
<b>Key Projects</b>	<p>2.1 The Killacourt project is 98% complete now. New signage has been installed and finishings are still being completed, with additional CCTV installed on site. The Changing Places Toilet is having some access control systems installed but this is delayed as part of a national supply issue and will be completed as soon as possible.</p> <p>2.2 The Doorstep Green play area is completed.</p> <p>2.3 An extension of time has been sought for the Welcome Back Funding as the deadline of a few days for more detail, was not achievable.</p>
<b>Internal</b>	<p>3.1 Resources remain stretched as per previous reports.</p> <p>3.2 Lateral Flow home test kits remain available for members and officers through a request to the office.</p> <p>3.3 A few more staff have had to isolate following track and trace contact from the NHS. At the time of writing the report at-least 1 member of staff is isolating (working from home) with a further 4 members of staff on standby for possible isolation messages (worked with the staff currently isolating).</p> <p>3.4 Three members joined me at the virtual training arranged for Newquay on Chairmanship. This session proved very useful and informative. Additional training is being arranged for new members who have recently been co-opted onto the Council (and elected) and so there is still an opportunity for members to attend the valuable bespoke training.</p>



<b>External</b>	<p>4.1 The High Street measures remain proactively reviewed through a sub-group of Newquay Safe and we are monitoring very closely the numbers in Newquay.</p> <p>4.2 Continuing to attend weekly Larger Council Clerk's meetings and also the Cornwall Safe Cell (COVID Compliance and Enforcement Group) as the Town Clerk representative.</p>
<b>Business Continuity</b>	<p>5.1 Business Continuity Plan is still active albeit most measures are stepped down at this stage as part of the roadmap to unlocking.</p> <p>5.2 All services remain operational, albeit some are suffering from resource shortfalls (see services).</p> <p>5.3 Contractors and agency workers are being utilised where appropriate/relevant and we are monitoring the growing numbers in Newquay and the impact this has on the Council/Town closely.</p> <p>5.4 Weekly meetings with Public Health officers are providing updates and we are working on local support activity to help build resilience.</p>
<b>Services</b>	<p>6.1 Corporate Service is operational with a rota in place for home and office working as part of COVID-secure measures. The new measures have limited the available space for office working and we have already started to move offices around to cater for a return to normality over August (subject to all being well).</p> <p>6.2 The Library and Information Service remains operational with staff working on a rota to staff the building.</p> <p>6.3 The Facilities Service continues to struggle with a number of staff absences. However, an interview panel has invited two candidates to accept conditional offers. One post is to cover Jackie Baxter, who is now the Manager and another is to ensure the team are able to service the facilities across 7 days a week, with external contractors supporting them in afternoons and with locking up.</p> <p>6.4 The CCTV Service remain fully operational.</p> <p>6.5 The Environment Service is fully operational.</p> <p>6.6 The Enforcement Service is fully operational.</p> <p>6.7 The Visit Newquay TIC is fully operational.</p>
<b>Key Information</b>	<p>7.1 Budget setting will start in August.</p> <p>7.2 Boardmasters is still set to go ahead. They have implemented a requirement for all attendees to undertake an LFD test before they come to the festival.</p> <p>7.3 Members are invited to attend the site meeting on Monday 09 August at 2pm (Watergate Bay site).</p>

<b>RFO's Report to:</b>	Full Council
<b>Date:</b>	Aug-21
<b>Title:</b>	August Payments for Authorisation
<b>Service Area:</b>	All Service Areas Affected
<b>Ward(s) Affected:</b>	All Wards
<b>Relevant Working Party / Committee:</b>	N/A

<b>Key Decision:</b>	Y	<b>Procurement Method:</b>	N/A
<b>Urgent Decision:</b>	Y	<b>Date next steps can be taken:</b> (e.g. referral on of recommendation or implementation of substantive decision)	N/A
<b>Exempt Information:</b>	N	<b>External Lead Times:</b>	N/A
<b>Appropriate pre-decision notification given to ward member if delegated?</b>			

<b>Author:</b>	Levi Holroyd	<b>Role:</b>	Finance Assistant
<b>Contact:</b>	Tel: 01637 878388 - E-mail: levi@newquay.town		

<b>Contents:</b>
1.0 Bank Balances 2.0 Direct Debit & Standing Order Details 3.0 Payroll Payments (already made) 4.0 Unity Bank Card Payments (already Made) 5.0 Natwest Bank Payment Requiring Authorisation (these include TIC Payments) 6.0 Unity Bank Payment Requiring Authorisation (these include TIC Payments)  6.1 Human Resources Committee Payments 6.2 Governance and Resources Payments 6.3 Economic Growth and General Purposes Payments 6.4 Tourism and Leisure Payments 6.5 Planning & Licensing Payments 6.6 Councillors Payments

<b>Required action from members:</b>
1.0 - Note
2.0 - Note
3.0 - Note & Authorise
4.0 - Authorise
5.0 - Authorise
6.0 - Authorise
7.0 - Note

## 1.0

## Bank Balances

Below are the Bank Account Balances as at 31.07.21

Account:	Balance:
Natwest NTC Current Account	£1,000.00
Natwest NTC Reserve	£582,496.92
Unity Bank NTC	£350,993.26
Unity Bank Reserve	£865,997.27
Natwest TIC Current Account	£146,639.46
Unity Bank TIC	£221,839.50
CCLA Deposit	£250,000.00
<b>Total Account Balances</b>	<b>£2,418,966.41</b>

## 2.0

## Direct Debits & Standing Orders

Direct Debits / Standing Orders:	Total:	Acc:
ALD Automotive	£1,127.54	NTC
Allstar	£357.06	NTC
British Gas	£570.83	NTC
Churchill Environment Services	£373.31	NTC
Cornwall Council Rates	£3,277.00	NTC
EDF Energy	£1,185.73	NTC
Global Collect	£204.90	NTC
H3G	£111.96	NTC
Lloyds Card Payment	£2,803.85	NTC
Yoozoom	£145.10	NTC
NEST	£1,323.70	NTC
Nissan Finance	£818.88	NTC
SWW	£616.50	NTC
TechQuarters	£760.22	NTC
Thirsty Work	£49.02	NTC
Quadiant	-	NTC
VWFS UK Ltd	£785.00	NTC
Mailing Room	£572.17	NTC
Premium Credit	£2,331.50	NTC
Unity Bank	£12.90	NTC
EE	-	NTC
Eden	£106.14	TIC
Unity Bank	-	TIC
<b>Total Direct Debit Amount:</b>	<b>£17,533.31</b>	

## 3.0

## Payroll Payments (Already Made)

Direct Debits / Standing Orders:	Total:	Acc:	IB Ref:
Payroll / CC Pensions	£55,230.54	NTC	IB 7852 - IB 7892, IB 7894, IB 7895, IB 7939
HMRC	£10,428.40	NTC	IB 7893
<b>Total Payroll:</b>	<b>£65,658.94</b>		

### Unity Bank Card Payments (already made)

<b>Total Unity Card Amount:</b>	<b>£0.00</b>
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**Natwest Bank Payments Requiring Authorisation**  
(items in red have already been paid)

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### Unity Bank Payments Requiring Authorisation

(Items in red have already been paid)

## Human Resources Committee Payments

**£0.00**



**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.2****Governance and Resources Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 7958		BT	Internet Services	£1,072.00	£167.00
IB 7959		Micro DIY	Lettering for Mayoral Board	£35.00	£5.83
IB 7960		AHGTC	AHGTC Membership	£35.00	£0.00
IB 7961		Viking	Stationary Order	£15.38	£2.56
IB 7962		Viking	Stationary Order	£54.53	£9.09
IB 7963		Viking	Stationary Order	£18.49	£3.08
IB 7964		ibabs	Quarterly Charges	£800.00	£0.00
<b>Total</b>				<b>£2,030.40</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.3****Environment & Facilities Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 7978		EDF Energy	Offices Electricity	£1,654.99	£275.83
IB 7979		Amazon	Ribbon for Doorstep Green Opening	£9.99	£1.67
IB 7980		EDF Energy	Library Electricity	£2,653.14	£312.07
IB 7982		British Gas	Killacourt Electricity	£28.44	£1.35
IB 7983		APS Construction Services	Repair Chester Rd Door	£54.00	£9.00
IB 7984		APS Construction Services	Hand Sanitiser Refills	£557.63	£92.94
IB 7985		Agro-ecological Urban Micro Farming	Powhele Road Project	£367.10	£0.00
IB 7986		Agro-ecological Urban Micro Farming	Powhele Road Project	£663.80	£0.00
IB 7987		PJ Print	Dog Ban Posters, Signs & Brochures	£397.00	£37.00
IB 7988		SSE Enterprise Lighting	Doorstep Green CCTV	£15,362.57	£2,560.43
IB 7989		Mojo Direct	Mountwise Furniture	£11,578.92	£1,929.82
IB 7990		Screwfix	Pliers to Remove Signs	£13.59	£2.26
IB 7991		Wayne Lewis	EPC Tests at Killacourt Units	£1,990.00	£0.00
IB 7992		Wicksteed Leisure Ltd	Doorstep Green Playground Equipment	£156,024.00	£26,004.00
IB 7993		The National Allotment Society	Membership Renewal	£66.00	£0.00
IB 7994		Griffen & Sons	Bench Refurbs	£320.00	£0.00
IB 7995		1st Call Skip Hire	Mixed Waste Skip	£126.00	£21.00
IB 7996		1st Call Skip Hire	Mixed Waste Skip	£126.00	£21.00
IB 7997		Swift Catering Supplies	Cleaning Materials	£1,814.89	£302.48
<b>Total</b>				<b>£193,808.06</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.4****Community & Tourism Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 7965		Ricoh	Printing Costs	£296.12	£49.35
IB 7966		Amazon	USB for CCTV	£6.33	£1.06
IB 7967		Outstanding Map Distributors	Maps for Resale	£53.20	£0.00
IB 7968		Venture Wholesale	Stock for Resale	£145.00	£0.00
IB 7969		Deltor	Map Printing	£2,599.00	£0.00
IB 7970		Aventail Security	Security Invoice	£702.00	£117.00
IB 7971		Aventail Security	Security Invoice	£429.00	£71.50
IB 7972		Aventail Security	Security Invoice	£850.20	£141.70
IB 7973		Aventail Security	Security Invoice	£811.20	£135.20
IB 7974		Aventail Security	Security Invoice	£975.00	£162.50
IB 7975		Radio Newquay	Adverts for the Year	£3,000.00	£0.00
IB 7976		Edyvean Printers	Signs for the Library	£105.60	£17.60
IB 7977		National Express	Tickets for Resale	£91.77	£0.00
<b>Total</b>				<b>£10,064.42</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.5****Planning & Licensing Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
<b>Total</b>				<b>£0.00</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.6****Councillors Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
<b>Total</b>				<b>£0.00</b>	

**7.0**

<b>Total Payments/Bank Balances:</b>		
1.0	Bank Balances	<b>£2,418,966.41</b>
	<b>Expenditure for Authorisation</b>	
2.0	Direct Debit & Standing Orders (Expenditure)	£17,533.31
3.0	Payroll Payments (Expenditure)	£65,658.94
4.0	Unity Bank Card Payments (already made(Expenditure))	£0.00
5.0	Natwest Bank Payments (Expenditure)	£0.00
6.0	Unity Bank Payments (requiring authorisation(Expenditure))	£205,902.88
	<b>Total Expenditure for Authorisation</b>	<b>£289,095.13</b>

<b>RFO's Report to:</b>	Full Council
<b>Date:</b>	Aug-21
<b>Title:</b>	August Payments for Authorisation
<b>Service Area:</b>	All Service Areas Affected
<b>Ward(s) Affected:</b>	All Wards
<b>Relevant Working Party / Committee:</b>	N/A

<b>Key Decision:</b>	Y	<b>Procurement Method:</b>	N/A
<b>Urgent Decision:</b>	Y	<b>Date next steps can be taken:</b> (e.g. referral on of recommendation or implementation of substantive decision)	N/A
<b>Exempt Information:</b>	N	<b>External Lead Times:</b>	N/A
<b>Appropriate pre-decision notification given to ward member if delegated?</b>			

<b>Author:</b>	Levi Holroyd	<b>Role:</b>	Finance Assistant
<b>Contact:</b>	Tel: 01637 878388 - E-mail: levi@newquay.town		

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<b>Required action from members:</b>
1.0 - Note
2.0 - Note
3.0 - Note & Authorise
4.0 - Authorise
5.0 - Authorise
6.0 - Authorise
7.0 - Note

**1.0****Bank Balances**

Below are the Bank Account Balances as at 31.07.21

<b>Account:</b>	<b>Balance:</b>
<b>Natwest NTC Current Account</b>	
<b>Natwest NTC Reserve</b>	
<b>Unity Bank NTC</b>	
<b>Unity Bank Reserve</b>	
<b>Natwest TIC Current Account</b>	
<b>Unity Bank TIC</b>	
<b>CCLA Deposit</b>	
<b>Total Account Balances</b>	<b>£0.00</b>

**2.0****Direct Debits & Standing Orders**

<b>Direct Debits / Standing Orders:</b>	<b>Total:</b>	<b>Acc:</b>
ALD Automotive		NTC
Allstar		NTC
British Gas		NTC
Churchill Environment Services		NTC
Cornwall Council Rates		NTC
EDF Energy		NTC
Global Collect		NTC
H3G		NTC
Lloyds Card Payment		NTC
Yoozoom		NTC
NEST		NTC
Nissan Finance		NTC
SWW		NTC
TechQuarters		NTC
Thirsty Work		NTC
Quadient		NTC
Siemens		NTC
BT		NTC
Premium Credit		NTC
Unity Bank		NTC
EE		NTC
Natwest		TIC
Unity Bank		TIC
<b>Total Direct Debit Amount:</b>	<b>£0.00</b>	

**3.0****Payroll Payments (Already Made)**

<b>Direct Debits / Standing Orders:</b>	<b>Total:</b>	<b>Acc:</b>	<b>IB Ref:</b>
Payroll / CC Pensions	£55,230.54	NTC	IB 7852 - IB 7892, IB 7894, IB 7895, IB 7939
HMRC	£10,428.40	NTC	IB 7893
<b>Total Payroll:</b>	<b>£65,658.94</b>		

## 4.0

### Unity Bank Card Payments (already made)

Supplier:	Info:	Total:	VAT:	Committee:
	<b>Total Unity Card Amount:</b>	<b>£0.00</b>		

## 5.0

## Natwest Bank Payments Requiring Authorisation

(items in red have already been paid)

Commit tee	M. Ref:	Supplier:	Info:	Total:	VAT:

## 6.0

## Unity Bank Payments Requiring Authorisation

(Items in red have already been paid)

## 6.1

## Human Resources Committee Payments

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
				<b>£0.00</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.2****Governance and Resources Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 7958		BT	Internet Services	£1,072.00	£167.00
IB 7959		Micro DIY	Lettering for Mayoral Board	£35.00	£5.83
IB 7960		AHGTC	AHGTC Membership	£35.00	£0.00
IB 7961		Viking	Stationary Order	£15.38	£2.56
IB 7962		Viking	Stationary Order	£54.53	£9.09
IB 7963		Viking	Stationary Order	£18.49	£3.08
IB 7964		ibabs	Quarterly Charges	£800.00	£0.00
<b>Total</b>				<b>£2,030.40</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.3****Environment & Facilities Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 7978		EDF Energy	Offices Electricity	£1,654.99	£275.83
IB 7979		Amazon	Ribbon for Doorstep Green Opening	£9.99	£1.67
IB 7980		EDF Energy	Library Electricity	£2,653.14	£312.07
IB 7981		South West Water	Pentire Toilets Water	£239.85	£0.00
IB 7982		British Gas	Killacourt Electricity	£28.44	£1.35
IB 7983		APS Construction Services	Repair Chester Rd Door	£54.00	£9.00
IB 7984		APS Construction Services	Hand Sanitiser Refills	£557.63	£92.94
IB 7985		Agro-ecological Urban Micro Farming	Powhele Road Project	£367.10	£0.00
IB 7986		Agro-ecological Urban Micro Farming	Powhele Road Project	£663.80	£0.00
IB 7987		PJ Print	Dog Ban Posters, Signs & Brochures	£397.00	£37.00
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IB 7992		Wicksteed Leisure Ltd	Doorstep Green Playground Equipment	£156,024.00	£26,004.00
IB 7993		The National Allotment Society	Membership Renewal	£66.00	£0.00
IB 7994		Griffen & Sons	Bench Refurbs	£320.00	£0.00
IB 7995		1st Call Skip Hire	Mixed Waste Skip	£126.00	£21.00
IB 7996		1st Call Skip Hire	Mixed Waste Skip	£126.00	£21.00
IB 7997		Swift Catering Supplies	Cleaning Materials	£1,814.89	£302.48
<b>Total</b>				<b>£194,047.91</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.4****Community & Tourism Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
IB 7965		Ricoh	Printing Costs	£296.12	£49.35
IB 7966		Amazon	USB for CCTV	£6.33	£1.06
IB 7967		Outstanding Map Distributors	Maps for Resale	£53.20	£0.00
IB 7968		Venture Wholesale	Stock for Resale	£145.00	£0.00
IB 7969		Deltor	Map Printing	£2,599.00	£0.00
IB 7970		Aventail Security	Security Invoice	£702.00	£117.00
IB 7971		Aventail Security	Security Invoice	£429.00	£71.50
IB 7972		Aventail Security	Security Invoice	£850.20	£141.70
IB 7973		Aventail Security	Security Invoice	£811.20	£135.20
IB 7974		Aventail Security	Security Invoice	£975.00	£162.50
IB 7975		Radio Newquay	Adverts for the Year	£3,000.00	£0.00
IB 7976		Edyvean Printers	Signs for the Library	£105.60	£17.60
IB 7977		National Express	Tickets for Resale	£91.77	£0.00
<b>Total</b>				<b>£10,064.42</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.5****Planning & Licensing Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
<b>Total</b>				<b>£0.00</b>	

**6.0****Unity Bank Payments Requiring Authorisation**

(Items in red have already been paid)

**6.6****Councillors Payments**

IB Ref:	Minute Ref:	Supplier:	Info:	Total:	VAT:
<b>Total</b>				<b>£0.00</b>	

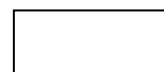


**7.0**

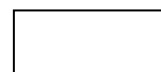
<b>Total Payments/Bank Balances:</b>		
1.0	Bank Balances	<b>£0.00</b>
	<b>Expenditure for Authorisation</b>	
2.0	Direct Debit & Standing Orders (Expenditure)	£0.00
3.0	Payroll Payments (Expenditure)	£65,658.94
4.0	Unity Bank Card Payments (already made(Expenditure))	£0.00
5.0	Natwest Bank Payments (Expenditure)	£0.00
6.0	Unity Bank Payments (requiring authorisation(Expenditure))	£206,142.73
	<b>Total Expenditure for Authorisation</b>	<b>£271,801.67</b>

**NEWQUAY TOWN COUNCIL**

	<p><b>Minutes of the Governance &amp; Resources Committee Meeting held on Thursday 26 July 2021 at 7:00pm in the Council Chamber, Marcus Hill, Newquay.</b></p> <p><b><u>Present</u></b> Cllr M North, D Cheney, L Gardner, S Hicks, M Johns and A Hannan</p> <p><b><u>Also attending</u></b>  Mr A Curtis (Town Clerk &amp; Chief Executive), Mr S Richards (Administration Assistant) and Mr L Holroyd (Finance Assistant)</p>	<b>ACTIONS:</b>
<b>GR01/21</b>	<p><b><u>Apologies</u></b>  No apologies were received from Cllr T Bradshaw</p>	
<b>GR02/21</b>	<p><b><u>Interests</u></b>  As and when</p>	
<b>GR03/21</b>	<p><b><u>Open Session for Electors of Newquay</u></b>  There were no members of the public in attendance and no written questions were provided.</p>	
<b>GR04/21</b>	<p><b><u>Oversee and scrutinise the effective and efficient operation of the Council</u></b>  <b>Budget Planning and Setting</b>  Cllr Gardner raised the situation regarding the current lease vehicles given the number of staff on the Facilities Team. The Town Clerk was unable to provide facts and figures at the meeting due to having no notice of the question, but informed the committee that a number of the vehicles are awaiting return as they have come to the end of their already extended agreements. We do have some immediate needs and some requirements in relation to towing the trailer but all options are being looked at and it was noted electric or hybrid options were seen as key requirements going forwards.</p>	
<b>GR05/21</b>	<p><b><u>Oversee and scrutinise Town Council finances in accordance with Financial Regulations</u></b></p>	
<b>GR05/21 (A)</b>	<p><b>Budget monitoring Report</b>  Members reviewed and noted the report.</p>	
<b>GR05/21 (B)</b>	<p><b>Financial Regulations and Policy review</b>  Members noted the policy and no changes were proposed.</p>	

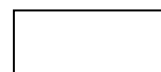


<b>GR05/21 (C)</b>	<b>Asset Register and Operational Inventory Review</b>  Members noted the update.	
<b>GR06/21</b>	<b><u>Oversee and scrutinise Town Council legal, governance and statutory responsibilities</u></b>  <b>Advice Report</b>  No report was needed	
<b>GR07/21</b>	<b><u>Develop, maintain, and review relevant policies, strategies, procedures and guidance</u></b>	
<b>GR07/21 (A)</b>	<b>Review of Policies</b>  This has already been adopted.	
<b>GR07/21 (B)</b>	<b>Governance Strategy</b>  This has already been adopted	
<b>GR08/21</b>	<b><u>Strategically manage Town Council owned properties and assets</u></b>	
<b>GR08/21 (A)</b>	<b>Facilities Manager Report</b>  No report given as manager has just taken role	
<b>GR08/21 (B)</b>	<b>Capital Project WP Report</b>  Members discussed the working party, its purpose and those who would like to join.	
<b>GR08/21 (B)(i)</b>	It was proposed by Cllr North, seconded by Cllr Hick and <b>RESOLVED unanimously to set up a capital project working party containing the members Cllr North, Hick and Hannan with the possibility of Cllr Monk on request.</b>	<b>Cllrs North, Hick, Hannan</b>
<b>GR09/21</b>	<b><u>Internal Audit</u></b>  <b>Internal Auditor Report and Management Response Report</b>  Cllr Cheney requested to review the audit report and the management response report.  It was proposed by Cllr North, seconded by Cllr Hick and <b>RESOLVED unanimously to appoint Cllrs Cheney and Kenny as the Internal Control reviewers for this coming year (subject to Cllr Kenny agreeing) and to assist members in reviewing the internal control and audit along with assisting officers in the management response to the external internal auditor.</b>	<b>Cllrs Cheney and Kenny</b>



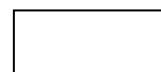
# Economic Development Committee Minutes

	Members requested that the Town Clerk provide a Spend Against Budget report before the next meeting.	<b>TC&amp;CE</b>
<b>GR10/21</b>	<b><u>Manage and implement the Town Council Grant scheme</u></b>  <b>Grant Applications and Grant Award</b> None	
<b>GR11/21</b>	<b><u>Seek and identify external funding and grant opportunities</u></b>	
<b>GR11/21 (A)</b>	<b>Identified external Grant Funding</b>  Members discussed the Welcome Back Funding project and possible projects it could be used on.  It was proposed by Cllr Gardner, seconded by Cllr Hick and <b>RESOLVED unanimously to ask for an extension for the external grant funding process and to request the funding.</b>	<b>TC&amp;CE</b>
<b>GR11/21 (B)</b>	<b>Approve drafted applications for external Grant Funding</b>  It was proposed by Cllr Gardner, seconded by Cllr Johns and <b>RESOLVED unanimously to delegate authority to the Town Clerk and Chief Executive along with the chair and vice-chair of the G&amp;R and C&amp;T committees in relation to the Welcome Back Fund application.</b>	<b>TC&amp;CE, Cllrs Hannan, Bradshaw, Johns, Cheney</b>
<b>GR12/21</b>	<b><u>Identify appropriate projects for s106 and CIL funding</u></b>	
<b>GR12/21 (A)</b>	<b>Working Party Formation</b>  The Town Clerk informed the committee on the purpose of the working party. Members discussed the potential Councillors for the working party.	
<b>GR12/21 (B)</b>	<b>CIL Report</b>  It was proposed by Cllr North, seconded by Cllr Johns and <b>RESOLVED unanimously to refer this to the Chairs of C&amp;T and E&amp;F for review and to report back to G&amp;R.</b>	<b>C&amp;T and E&amp;F</b>
<b>GR12/21 (C)</b>	<b>Signage Request</b>  It was proposed by Cllr North, seconded by Cllr Gardner and <b>RESOLVED unanimously to write a letter to Cllr J Fitter regarding the signage and to refer him to Cornwall Council.</b>	<b>TC&amp;CE</b>
<b>GR13/21</b>	<b><u>Establish devolution opportunities and negotiate outcomes with Cornwall Council</u></b>  <b>Devolution Working Party reports</b>	



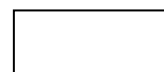
# Economic Development Committee Minutes

	Members discussed the devolution process from Cornwall Council.	
	Proposed by Cllr North, seconded by Cllr Hick and <b>RESOLVED unanimously to set up a Devolution working party consisting of Towill, Gardner and Johns.</b>	<b>Cllrs Towill, Gardner and Johns</b>
<b>GR14/21</b>	<b><u>Achieve and maintain Gold award status</u></b>  <b>Council Award Working Party reports</b>  Proposed by Cllr North, seconded by Cllr Johns and <b>RESOLVED unanimously to request the PA to Chief Executive and Manager Support to review whether the Town Council meets all the conditions of Gold Award and report back on any matters which may still be outstanding (with the assistance of the committee).</b>	<b>Mrs Spark</b>
<b>GR15/21</b>	<b><u>Assist with the distribution of workloads of each committee and arbitrate on new project management</u></b>	
<b>GR15/21 (A)</b>	<b>Committee and Working Party Cross-over matters</b>  Cllr North informed the committee that the Killacourt and Events working parties are merging for ease.	
<b>GR15/21 (A)(i)</b>	It was proposed by Cllr L Gardner, seconded by Cllr M North and <b>RESOLVED unanimously to RECOMMEND to Full Council that the Killacourt and Events working parties merge into one and will relay information to the relevant committee as per that committee's terms of reference.</b>	<b>Full Council</b>
<b>GR15/21 (B)</b>	<b>Town Clerk Referred matters</b>  Proposed by Cllr M North, seconded by Cllr S Hick and <b>RESOLVED unanimously to relay the information regarding the airport to Full Council.</b>	<b>TC&amp;CE</b>
<b>GR15/21 (C)</b>	<b>Parking Working Parties</b>  Proposed by Cllr M North, seconded by Cllr M Johns and <b>RESOLVED unanimously to RECOMMEND to Full Council, that we merge the Parking working parties from C&amp;T and E&amp;F into one, but they answer to both committees as relevant.</b>	<b>Full Council</b>
<b>GR16/21</b>	<b><u>Manage, develop and where necessary implement Emergency Plans</u></b> No change	
<b>GR17/21</b>	<b><u>Correspondence</u></b>	
<b>GR17/21 (A)</b>	<b>CCLA - Local Authorities Property Fund Factsheet</b>	



# Economic Development Committee Minutes

	The factsheet had been reviewed since the last meeting and have been noted.	
<b>GR17/21 (B)</b>	<b>Newquay Sea Pool CIC</b> <i>Cllr Gardner declared an interest and left the meeting at 7.55pm</i>	
<b>GR17/21 (B)(i)</b>	It was proposed by Cllr Hannan, seconded by Cllr Hick and <b>RESOLVED unanimously to voice our support for the Newquay Sea Pool and consider assistance if needed in the future.</b>  <i>Cllr Gardner returned to the meeting at 7.58pm</i>	<b>TC&amp;CE</b>
<b>GR17/21 (C)</b>	<b>Email from Cllr Barry Jordan (Cornwall Council)</b>	
<b>GR17/21 (C)(i)</b>	It was proposed by Cllr A Hannan, seconded by Cllr M North and <b>RESOLVED unanimously to refer the email to Full Council for response.</b>	<b>Full Council</b>
<b>GR18/21</b>	<b><u>Any items referred to this committee from full council or another committee</u></b> None	
<b>GR19/21</b>	<b><u>Governance and Accountability</u></b>  <b>Review or Terms of Reference (when necessary)</b>	
<b>GR20/21</b>	<b><u>Financial Statement</u></b>  It was proposed by Cllr North and seconded by Cllr Johns and  <b>RESOLVED unanimously to authorise the payments list totalling £1,573.33</b>	
<b>GR21/21</b>	<b><u>Any other business</u></b>  Cllr Hick inquired into the ventilation of the chamber and the screens in place. The Town Clerk informed the committee that a response will be provided in due course following an assessment of risk.	
<b>GR22/21</b>	<b><u>Date and time of next meeting</u></b>  The next Governance & Resources Committee meeting will be held on Monday 27 <sup>th</sup> September 2021 at 7pm in the Council Chamber, Municipal Offices, Marcus Hill, Newquay, TR7 1AF  The chairman thanked members for their attendance and exited the meeting at 8.08pm  <b>Signed..... Chairman</b> <b>Cllr M North</b>  <b>Date.....</b>	



**From:** Cllr Barry Jordan  
**Sent:** 30 June 2021 19:10  
**Subject:** Cornwall Council

Information Classification: PUBLIC

Good evening Clerk, Chairman and Councillors,

You are no doubt aware that there have been changes at Cornwall Council since the elections in May, I have been charged with asking all Town and Parish councils their views on Cornwall Council, what do you think needs changing? What do you think could be done better? How can we as the new administration make the changes that will benefit you and your communities?

I have been a Town and Parish Councillor, a District Council, a Town and Parish Clerk and now a Cornwall Councillor and because of my background and still working as a P/T Clerk our Leader, Linda Taylor asked me to try and get some feedback directly from you.

For instance:-

What are your views on Planning?

- Do you think the Cornwall Council planning department and committee's listen to your comments?
- What do you think could be done better?

What are your views on Devolution?

- Has your Council devolved anything from Cornwall Council i.e. Toilets, Libraries etc, if so, are you satisfied?

What are your views on the waste and recycling?

- Do you know the rates of recycling in your Town or Village?
- Are you satisfied with your waste and recycling service?

What are your views on the Roads etc?

What are your views on Cornwall Housing?

Do you think there is enough affordable Housing?

What are your views on second homes?

- Do you think the owners should pay more Council Tax?
- What are your views on Second homes used as Holiday lets, registered as businesses to avoid paying rates and Council Tax?

What do you think Cornwall Council gets right?

How do you think Cornwall Council has handled the Corona-virus pandemic?

Please bear in mind that some of the issues you will raise may be covered by legislation and the council has to abide by those rules

This is just a small list and I am sure that you will have other questions and issues and we want to know your council's views and that of your parishioners.

I will be collating all answers and we will publish the details, good and bad, I am sure you will have issues other than the ones I have mentioned so please don't hold back, we want to know how we can improve your vision and experience of Cornwall Council.

We don't expect you to respond immediately as some council only meet monthly or by-monthly or only 3 times a year so this will be ongoing for at least 6 months and then we should have some idea of Town and Parish Councils views.

Thank you for taking the time to read this email and we thank you in advance for any response you have, good or bad

Kind regards,

Barry Jordan  
Cornwall Councillor for the Camelford and Boscastle Division

**NEWQUAY TOWN COUNCIL**

<b>MINUTE REF:</b>	Minutes of the Community & Tourism (C&T) Committee Meeting held on 13 July 2021 at 7:00pm, in the Council Chamber, Marcus Hill, Newquay.  Presentation given at 6.45pm by Cornwall Pride  <b><u>Present</u></b>  Cllrs M Johns, M North, D Cheney, L Gardner, A Goudge  <b><u>Also attending</u></b>  Mr J Piwecki (Deputy Town Clerk), Mrs L Hughes (PA to Town Clerk), Miss K Stevenson (Library & Office Assistant), Miss J Carter (Library & Information Manager) and 1 member of the public	<b>ACTIONS:</b>
<b>CT33/21</b>	<b><u>Apologies</u></b> None	
<b>CT34/21</b>	<b><u>Declarations of Interest and Dispensations</u></b> None.	
<b>CT35/21</b>	<b><u>Minutes</u></b>	
<b>CT35/21</b>	<b>A. C&amp;T Minutes 08 June 2021</b>  It was proposed by Cllr D Cheney, seconded by Cllr M North and <b>RESOLVED unanimously to confirm the accuracy of the minutes of the meeting held on 08 June 2021.</b>	
<b>CT36/21</b>	<b><u>Matters Arising</u></b> None  It was proposed by Cllr M Johns, seconded by Cllr M North and <b>RESOLVED unanimously to move agenda item 11.A.i Application – Cornwall Pride (£10,000) to be discussed next.</b>	
<b>CT37/21</b>	<b><u>Applications and Grant Requests</u></b>  A. Application 1 – Cornwall Pride (£10,000)  It was proposed by Cllr D Cheney, seconded by Cllr M North and <b>RESOLVED unanimously to allow Mr M Gomes Kenworthy to speak on the matter and answer any questions.</b>  A further open discussions and questions were with the representative from Pride and Councillors.	



	<p>Members discussed the item in detail and reviewed current finances within the Budget.</p> <p>It was proposed by Cllr D Cheney, seconded by Cllr L Gardner, and <b>RESOLVED to provide a grant of £5,000 towards the Cornwall Pride and Rainbow Fest 3-day Event in August</b> – This motion was withdrawn and amended.</p> <p>It was proposed by Cllr D Cheney, seconded by Cllr L Gardner, and <b>RESOLVED to provide a grant of £3,000 towards the Cornwall Pride Rainbow Fest 3-day event in August.</b></p> <p>It was proposed by Cllr M Johns, seconded by Cllr M North, and <b>RESOLVED to move back to the listed Agenda Item.</b></p>	Office
CT38/21	<p><b><u>Open Session for Electors of Newquay – Public Question time</u></b></p> <p>No questions from the public written or verbal.</p>	
CT39/21	<p><b><u>Communications Officer Report (Information Improvement)</u></b></p> <p>Members noted the report.</p>	
CT40/21	<p><b><u>Communication Officers Report (Engagement)</u></b></p> <p>Members noted the report.</p> <p>It was proposed by Cllr M Johns, seconded by Cllr M North, and <b>RESOLVED to discuss the proposal within the report.</b></p> <p>The proposal for Radio Newquay advertising was delegated to the Chief Executive &amp; Deputy Chief Executive to review the funding stream this could come from. A discussion has been had with the Visit Newquay Manager that £3,000 can be used from the advertising budget.</p> <p>Members discussed.</p> <p>It was proposed by Cllr M North, seconded by Cllr D Cheney and <b>RESOLVED to agree to the release of £3,000 from the Visit Newquay &amp; Tourist Information Advertising budget line to fund the Radio Newquay Advertising proposal for 1 year.</b></p> <p>The Communications Officer has requested a £50 a month budget to allow boosting of social media posts for promotion of the Town Council.</p> <p>Members discussed.</p> <p>It was proposed by Cllr L Gardner, seconded by Cllr M North and <b>RESOLVED to agree to the £50 a month budget for the Communications Officer to use at their discussion to boost social media posts for the Town Council.</b></p> <p>Members discussed a suggestion within the report to look to send out monthly newsletters to those that have signed up on our website. Members felt this was a good idea but just to be mindful that it should only go to Newquay residents.</p> <p>Members reviewed the suggestion of advertising via Sainsburys.</p>	<p>Communications Officer</p> <p>Communications Officer</p> <p>Communication Officer</p>

CT41/21	<p><b><u>Newquay BID Report</u></b> Cllr A Goudge will make contact with the BID Manager to get information regarding the meetings.</p> <p>Members wished to highlight that the BID Manager has not attended a meeting since the newly reformed Council.</p>	Library Manager
CT42/21	<p><b><u>Library &amp; Information Service Managers Report</u></b> Jo Carter Library Manager attend the meeting and provided her report.</p> <p>Members noted the report.</p> <p>Jo updated Members on guidelines that may affect the Library from Monday 19 July.</p> <p>Members discussed in detail.</p> <p>It was proposed by Cllr L Gardner, seconded by Cllr M North and <b>RESOLVED to continue to ask Members of the public to wear masks when entering the Library.</b></p>	
CT42/21	<p><b><u>Visit Newquay TIC Managers Report</u></b> Apologies received from Visit Newquay &amp; TIC Manager for tonight's meeting. Members noted the report.</p> <p>The Visit Newquay Manager has sourced quotes to upgrade the Newquay Discovery Boards which are in quite a state of disrepair. The quote for a full refurbishment was £75 per board, there are 10 boards that require upgrading.</p> <p>Members discussed.</p> <p>It was proposed by Cllr M North, seconded by Cllr A Goudge and <b>RESOLVED to agree the upgrade but source a quote to include a full upgrade of noticeboards and discovery boards as one.</b></p>	
CT43/21	<p><b><u>Event Co-ordinator Report</u></b> Members noted and read through the report.</p> <p>Members wished to thank Matthew for all his hard work, dedication, and support during his time with the Council. He has gone above and beyond on all events whilst also being extremely professional.</p> <p>Members wished to thank the Environment Service for their continued assistance at the events.</p>	
CT45/21	<p><b><u>Town Crier's Report</u></b> No report at this time.</p>	
CT46/21	<p><b><u>CCTV Manager Report</u></b></p>	

	<p>Cllr D Cheney &amp; A Goudge requested that Cllr A Hannan can sit on the CCTV working party due to his prior knowledge after years of experience. Members were happy to agree this.</p> <p>Members wished to ask the CCTV Service for any advice on where they could see any benefit for the moveable CCTV cameras.</p>	<b>CCTV Manager</b>
<b>CT46/21 (A)</b>	<p>A. CCTV Manager Report (Radios)</p> <p>No update.</p>	
<b>CT47/21</b>	<p><b><u>Events Working Party Report (Internal &amp; External)- Cllrs Goudge, Cheney, North &amp; Gardiner</u></b></p> <p>Members have met regularly with Matthew. They recently have had a meeting with Newquay Farmers Market.</p> <p>It was proposed by Cllr L Gardner, seconded by Cllr M North and <b>RESOLVED to invite Cllr N Morris to sit on the Events Working Party.</b></p>	<b>Cllr N Morris</b>
<b>CT48/21</b>	<p><b><u>Public Safety Working Party Report – Cllrs Johns &amp; Towill</u></b></p> <p>Cllr K Towill has responded to the email regarding Cycle Jumps and communication is ongoing.</p>	
<b>CT49/21</b>	<p><b><u>Economic Development Working Party Report</u></b></p> <p>No members sit on this working party at this time.</p>	
<b>CT49/21 (A)</b>	<p><b>A. Town Team Report</b></p> <p>It was proposed by Cllr M Johns, seconded by Cllr M North and <b>RESOLVED to review and discuss the report &amp; allow Mrs Williams to talk &amp; answer questions if required.</b></p> <p>Members discussed and noted the report.</p>	
<b>CT50/21</b>	<p><b><u>Volunteer Scheme Working Party Report</u></b></p> <p>No members sit on this working party at this time.</p>	
<b>CT51/21</b>	<p><b><u>Parking Working Party (External) – Cllr Kenny</u></b></p> <p>No report received at this time.</p>	
<b>CT52/21</b>	<p><b><u>Youth Initiative Working Party – Cllr Gardner</u></b></p> <p>Cllr L Gardner informed all he has nothing to report at this time.</p>	
<b>CT53/21</b>	<p><b><u>Twinning Working Party</u></b></p> <p>Nothing to report at this time.</p>	
<b>CT54/21</b>	<p><b><u>Correspondence</u></b></p>	
<b>CT54/21 (A)</b>	<p>A. Biarritz Request</p> <p>Cllr L Gardner provided an update as he has discussed this previously with another Mayor.</p> <p>It was proposed by Cllr L Gardner, seconded by Cllr D Cheney</p>	

<b>CT54/21 (B)</b>	<p>and <b>RESOLVED to write back to the Mayor of Biarritz and inform him that his request has been passed to the Twinning Working Party for review.</b></p> <p>B. Cycle Jumps Cllr M Johns has informed Members that Cllr Towill has responded to this direct.</p>	<b>Office &amp; Twinning Working Party</b>
<b>CT55/21</b>	<p><b><u>Governance &amp; Accountability</u></b> No update at this time.</p>	
<b>CT56/21</b>	<p><b><u>Review of Terms of Reference</u></b> Members to review suggestions made by the Deputy Chief Executive to the various Working Party's remit.</p>	
<b>CT57/21</b>	<p><b><u>Review of the Risk Assessment</u></b> No updates or reviews required at this time.</p>	
<b>CT58/21</b>	<p><b><u>Financial Statement</u></b></p> <p>It was proposed by Cllr D Cheney, seconded by Cllr A Goudge and <b>RESOLVED unanimously to authorise the payments for the Community &amp; Tourism Committee.</b></p>	
<b>CT59/21</b>	<p><b><u>Any other Business</u></b> Cllr M North wished to note that Doorstep Green is opening next week, due to the hard work by Mrs Z Dixon as a resident &amp; member of the Council can the Office please send a personal invite to the opening .</p> <p>It was proposed by Cllr M North, seconded by Cllr A Goudge and <b>RESOLVED to send a personal invitation to Mrs Z Dixon to the Doorstep Green Play Area Opening.</b></p>	<b>Office</b>
<b>CT60/21</b>	<p><b><u>Date, venue and time for the next meeting</u></b></p> <p>The next Community &amp; Tourism Meeting will be held on 10 August 2020 at 7pm in the Council Chamber, Marcus Hill.</p> <p>The Chair thanked all members for their attendance and closed the meeting at 20.34pm.</p> <p><b>Signed..... Chairman</b></p> <p>Cllr M Johns</p> <p><b>Date.....</b></p>	

**NEWQUAY TOWN COUNCIL**

<b>MINUTE REF:</b>	Minutes of the Environment & Facilities (E&F) Committee Meeting held on 21 July 2021 at 7:00pm, in the Council Chamber, Marcus Hill, Newquay.	<b>ACTIONS:</b>
	<p><b><u>Present</u></b></p> <p>Cllrs A Hannan (Chair), T Bradshaw, D Cheney, N Morris, A Goudge, M Johns</p> <p><b><u>Also attending</u></b></p> <p>Mr J Piwecki (Deputy Town Clerk), Mrs L Hughes (Corporate Service Manager), Miss L Holroyd (Office &amp; Library Assistant), Mr J Ashton (Environment Service Manager) and 1 member of the public.</p>	
<b>EF24/21</b>	<p><b><u>Apologies</u></b></p> <p>Cllr O Monk</p>	
<b>EF25/21</b>	<p><b><u>Declarations of Interest and Dispensations</u></b></p> <p>As &amp; when</p>	
<b>EF26/21</b>	<p><b><u>Minutes</u></b></p>	
<b>EF26/21 (a)</b>	<p>a. 17 June 2021</p> <p>It was proposed by Cllr T Bradshaw, seconded by Cllr N Morris and  <b>RESOLVED unanimously to confirm the accuracy of the minutes of the meeting held on 17 June 2021.</b></p> <p>Cllr A Hannan abstained from the vote.</p>	
<b>EF27/21</b>	<p><b><u>Open Session for Electors of Newquay - Public Question time</u></b></p> <p>No written or verbal questions from the Public.</p>	
<b>EF28/21</b>	<p><b><u>Applications and Grant Awards</u></b></p>	
<b>EF28/21 (a)</b>	<p>a. Newquay in Bloom - £805.26</p> <p>Members discussed.</p> <p>It was proposed by Cllr A Goudge, seconded by Cllr M Johns and  <b>RESOLVED unanimously to approve to release the funds for the Newquay in Bloom Grant Request to the value of £805.26.</b></p>	<b>Office &amp; Finance</b>
<b>EF29/21</b>	<p><b><u>Environmental Service Managers Report</u></b></p> <p>The Environment Service Manager gave an update on the team, maintenance schedules as well as Enforcement information. The Environment Manager provided and detailed report to the Committee.</p> <p>It was proposed by Cllr M Johns, seconded by Cllr A Goudge and</p>	

	<p><b>RESOLVED unanimously to permit the Environment Manager to conduct a full review of the lighting on the Killacourt.</b></p> <p>A meeting to be arranged with the Lights Working Party and Environment Manager.</p>	<p><b>Environment Manager &amp; Lighting Working Party</b></p>
<b>EF30/21</b>	<p><b><u>Asset Management Report</u></b></p>	
<b>EF30/21 (A)</b>	<p>A. Concrete Waves Working Party No update at this time. Members asked the Office to send an email to Cllr Monk for an update on quotes for repairs to tiles.</p>	<p><b>Office</b></p>
<b>EF30/21 (B)</b>	<p>B. Newquay in Bloom Report Cllr A Hannan provided an update and highlighted the positives of the judging for the recent competition.</p> <p>Members discussed.</p>	
<b>EF30/21 (C)</b>	<p>It was proposed by Cllr D Cheney, seconded by Cllr A Goudge and <b>RESOLVED unanimously to grant the shortfall in funds totalling £145 towards the judging costs for the recent competition.</b></p> <p>C. Other devolved open green spaces, parks, play areas and car parks.</p> <p>It was proposed by Cllr A Hannan, seconded by Cllr T Bradshaw and <b>RESOLVED unanimously to agree to the extension for the Polwhele Road project.</b></p> <p>The Deputy Town Clerk provided an update on the recent opening of the Doorstep Green Park.</p>	<p><b>Finance</b></p>
<b>EF31/21</b>	<p><b><u>Enforcement Officers Report</u></b> Members reviewed and noted the report.</p>	
<b>EF32/21</b>	<p><b><u>Contracted Open Space Improvements and Open Spaces Enhancements Ideas Report</u></b> No updates at this time.</p>	
<b>EF33/21</b>	<p><b><u>Environmental And Climate Working Party Report</u></b> No update at this time as no Working Party currently formed.</p>	
<b>EF34/21</b>	<p><b><u>Allotments Report</u></b> The Environment Manager will be completing a full site analysis of the Trencreek Allotment Site. Cllr T Bradshaw provided an update on the Mount Wise Allotment &amp; Association. It was noted that the water source at Mount Wise has now been disconnected and the Allotment Association are looking at how this can be resolved. Cllr A Hannan is working with Cllr T Bradshaw on this item specifically looking at harvesting &amp; collecting rain fall as a sustainable method.</p> <p>Email to be sent from office to invite members.</p>	
<b>EF35/21</b>	<p><b><u>Environment Working Party Report</u></b></p>	

	No update at this time as no Working Party formed at this time.	
<b>EF36/21</b>	<p><b><u>Town Centre Working Party Report</u></b>  Cllr D Cheney provided an update on ideas regarding Christmas Lights to enhance into the Killacourt and Fore Street.</p> <p>Cllr Gouge &amp; Cheney will complete a lighting review and report back in regard to spend for this season.</p>	<b>Cllrs Goudge &amp; Cheney</b>
<b>EF37/21</b>	<p><b><u>Parking Working Party Report (Cllr J Kenny)</u></b>  No report at this time.</p>	
<b>EF38/21</b>	<p><b><u>Except Business</u></b></p> <p>It was proposed by Cllr A Hannan, seconded by Cllr D Cheney and</p> <p><b>RESOLVED unanimously That under section 100A (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item</b></p> <p><b><i>Please see the Confidential Addendum - 21/07/2021/01</i></b></p>	
<b>EF39/21</b>	<p><b><u>Facilities Manger Toilets Report</u></b>  Members noted and received the report.</p> <p>Cllr D Cheney suggested the idea of revisiting the demolition &amp; rebuild of the Railway toilet.</p> <p>It was proposed by Cllr A Hannan, seconded by Cllr T Bradshaw and</p> <p><b>RESOLVED unanimously to start a review into the Railway Station Facilities.</b></p> <p>Cllr N Morris wished to look into the idea of toilets open in the evening.</p>	<b>Office</b>
<b>EF40/21</b>	<p><b><u>Correspondence</u></b>  None</p> <p><i>(1 member of the public left the meeting 20.25pm)</i></p>	
<b>EF41/21 (A)</b>	<p><b><u>Governance &amp; Accountability</u></b></p> <p>A. Review Terms of Reference  No updates</p>	
<b>EF41/21 (B)</b>	<p>B. Review of Risk Assessment  No updates</p>	
<b>EF41/21 (C)</b>	<p>C. Review of Committee Budget  No updates</p>	
<b>EF42/21</b>	<p><b><u>Financial Statement</u></b></p> <p>It was proposed by Cllr A Hannan, seconded by Cllr D Cheney and</p> <p><b>RESOLVED unanimously to authorise all payments totalling £11,187.51</b></p>	

<p><b>EF43/21</b></p>	<p><b><u>Any other Business</u></b></p> <p>M Johns your wellbeing at St Columb Minor supporting those and mental health.</p> <p>Members wished to thank both the Deputy Town Clerk and our two Facilities Team Members for managing on such short resource.</p>	
<p><b>EF44/21</b></p>	<p><b><u>Date, venue and time for the next meeting</u></b></p> <p>The next Environment &amp; Facilities Meeting will be held on 19 August 2021 at 7pm in the Council Chamber, Marcus Hill.</p> <p>The Chair thanked all members for their attendance and closed the meeting at 20.56pm.</p> <p><b>Signed..... Chairman</b></p> <p>Cllr A Hannan</p> <p><b>Date.....</b></p>	



	<b>Minutes of the Planning &amp; Licensing Committee Meeting held on Tuesday 06 July 2021 at 6:02 pm in the Council Chambers, Municipal Offices, Marcus Hill, Newquay.</b>	
	<p><b><u>Present</u></b>  Cllr J Kenny (Vice Chair), Cllr J Bell, Cllr N Morris, Cllr A Rayner and Cllr M North (Deputy Mayor)</p> <p><b><u>Also attending</u></b>  Mr D McLeod &amp; Miss S Slack (Corporate Services)  There were four members of the public in attendance.</p>	
<b>Minute Ref P530/21</b>	<p><b><u>Apologies</u></b></p> <ul style="list-style-type: none"> <li>• Cllr S Hick, Cllr M Buck.</li> </ul> <p>D McLeod confirmed that the apologies received, combined with there being a vacant seat on the Committee, meant that Cllr North had been invited to attend the meeting in her role as Substitute Member.</p>	
<b>Minute Ref P531/21</b>	<p><b><u>Interests</u></b></p> <p>To be notified as and when necessary.</p>	
<b>Minute Ref P532/21</b>	<p><b><u>Meeting Management Issues</u></b></p> <p>The Vice Chair reminded the Members of the that the microphones would need to be used in order for the audio to be picked up for the live stream.</p>	
<b>Minute Ref P533/21</b>	<p><b><u>Minutes</u></b></p> <p>i. 23 June 2021</p>	
<b>Minute Ref P533/21 (1)</b>	<p>It was proposed by Cllr N Morris, second by Cllr M North and <b>RESOLVED unanimously that the minutes of the meeting</b></p>	

	<b>23 June 2021 were correctly recorded and that they be adopted and signed by the Chairman.</b>	
<b>Minute Ref P534/21</b>	<p><b><u>Matters Arising</u></b></p> <p>D McLeod explained that when considering with the Five-Day Protocol for PA21/04459 (12 Trelawney Road TR7 2DW) a show of hands had been made to determine the Committee's agreed response - see Minute Ref P522/21 (2). However, on reviewing the live stream of the meeting it was clear that no proposal or second had been made. It was noted that Five-Day Protocols are typically dealt with outside meetings due to the tight timescales involved; the response then being ratified at the next available meeting. D McLeod therefore explained he had added PA21/04459 to the current Agenda under Item 9 – Previous Planning Decisions.</p>	
<b>Minute Ref P535/21</b>	<p><b><u>Public Question Time</u></b></p> <p>D McLeod confirmed no written questions had been received.</p> <p>There were four members of the public present in the Public Gallery.</p> <p>Three representation was made objecting to planning application PA21/05483 (agenda item 10.04)</p> <p>One representation was made in support of planning application PA21/00541 (agenda item 10.09)</p>	
<b>Minute Ref P535/21 (1)</b>	<b>It was proposed by Cllr J Kenny, second by Cllr M North and RESOLVED unanimously to bring forward agenda items 10.04 (PA21/05483) and 10.09 (PA21/00541) in order that a decision be made before returning to the remaining agenda items.</b>	

	<b>Application 4</b>	<b>Central &amp; Pentire</b>	
	<b>Reference</b>	<a href="#">PA21/05483</a>	
	<b>Proposal</b>	Construction of four dwellings and associated site works	
	<b>Location</b>	Land Between 30 And 36 Mount Wise, Mount Wise, Newquay	
	<b>Applicant</b>	Mr Jon Claude Luxon A.J.L.LIMITED	
	<b>Grid Ref</b>	181057 / 61452	
<b>Minute Ref P535/21 (2)</b>	<b>Decision</b>	It was proposed by Cllr M North, second by Cllr N Morris and <b>RESOLVED unanimously to OBJECT to</b> <a href="#">PA21/05483</a>	
	<b>Comments</b>	<p><b>The Design and Access Statement accompanying the current application states this proposal seeks to overcome the reasons for refusal and subsequent dismissal of the previous scheme (PA19/10796). Members therefore considered the two key issues highlighted by the Inspector. In terms of the living conditions of future occupiers, it is recognized that the current scheme offers improved levels of amenity space by reducing the number of dwelling units on the plot. However, concerns continue to be raised around the effect of the proposed development on the character and appearance of the surrounding area. When detailing his reasons, the Inspector draws attention to the rear terrace extending across almost the entire width of the site and states that as a result, this would appear from the public realm as an incongruous feature in relation to its surrounding. It was noted that similar local concerns have been raised by near</b></p>	<b>ACTION - post OBJECTION on CC Planning Register</b>

neighbours commenting on the current plans. In addition, responses to the Household Survey, (which underpins much of the Neighbourhood Plan), indicate that developments that impact views from the public realm are a cause of considerable local concern. The Newquay Neighbourhood Plan (NNP) Policy D1 - Key Principles - seeks to ensure that all new development fits well and enhances the existing character of Newquay. Similarly, Policy D2 - Scale and location of development – seeks to ensure development proposals that may be larger or taller than the surrounding townscape are tested and understood in terms of impact. With this in mind, Members were disappointed at the absence of any images that illustrate the proposals within the context of the existing street scene. Given concerns raised by local objectors and by the Inspector it was agreed that without such visualisations it would be impossible to gauge the impact of the proposals on the character and appearance of the surrounding area. Members therefore agreed they had little choice other than to object to the application.

<b>Application 9</b>	<b>Trenance</b>	
<b>Reference</b>	<a href="#">PA21/00541</a>	
<b>Proposal</b>	Proposed new dwelling	
<b>Location</b>	Land North West Of Long Trail, Rawley Lane TR7 2EU	
<b>Applicant</b>	Mr Ian Selwood	
<b>Grid Ref</b>	Not Given	

		It was proposed by Cllr A Rayner to object to <a href="#">PA21/00541</a> There was no second.	
<b>Minute Ref P535/21 (3)</b>	<b>Decision</b>	It was proposed by Cllr M North, second by Cllr J Kenny and <b>RESOLVED to raise NO OBJECTION to <a href="#">PA21/00541</a></b>	
	<b>Comments</b>	<b>Members remain quite uncomfortable with the argument that a combination of the patio, balcony space and roof terrace could constitute adequate outdoor amenity space for this four-bedroom property. It was noted that, in terms of the residential housing market, a four-bedroom property is likely to be presented to local buyers as a family home. However, correspondence from the Planning Officer was taken on board. In terms of design, Members noted that the precedent for properties broadly based on the modern flat roof design had already been established within the immediate area. Without this precedent, the argument that the current development would negatively impact the landscape surrounding Trenance Park is likely to have been pursued.</b>	<b>ACTION - post NO OBJECTION on CC Planning Register</b>

	6:56pm The members of the public left the Public Gallery	
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<b>Minute Ref P536/21</b>	<b><u>Public Consultations</u></b>	
	None	

<b>Minute Ref P537/21</b>	<b><u>To discuss and make any decisions on Licensing applications and other Licensing matters.</u></b>		
	<b>Licensing Ref: LI21_002395</b>	i. LA03 Grant - Newquay Beer Festival (Newquay Towan Blystra Lions Club), Hendra Holiday Park, Newquay, TR8 4NY	
	It was noted that the application contained no elements that would be taking place with the town boundary. D McLeod reported that the Police had raised no objection to the application. There was no further discussion on the application.		
	Cllr A Rayner queried the outcome of the Cornwall Council Licensing Act Sub-Committee Hearing for Lusty Glaze Beach Bar and Restaurant LI21_001707. It was reported that the application had been withdrawn by the applicant and therefore no Hearing had been required.		
<b>Minute Ref P538/21</b>	<b><u>To discuss and make any decisions on previous Planning Applications</u></b>		
	D McLeod briefly explained the Five-Day Protocol process for the benefit of new Members and added that in this instance the response dates were favourable to planning applications PA21/01228 & PA21/04459 being discussed at the meeting. It was noted that future Five Day Protocols were likely to be dealt with by email.		
	<b>Planning Ref PA21 04459</b>	i. Five Day Protocol - 12 Trelawney Road TR7 2DW	
	Members were reminded that they responded to this Five-Day Protocol with a majority show of hands at the previous meeting. The outcome had been to maintain their objection and disagree with the Officer recommendation to approve this application.		
<b>Minute Ref P538/21 (1)</b>	It was proposed by Cllr N Morris, second by Cllr J Bell and <b>RESOLVED unanimously to give retrospective approval to the above decision.</b>		

Minute Ref P539/21	<b><u>To consider Planning Applications and correspondence relating to Planning Applications</u></b>	
	<b>Application 1</b>	<b>Trenance</b>
	<b>Reference</b>	<a href="#">PA21/05046</a>
	<b>Proposal</b>	Proposed porch with balcony above.
	<b>Location</b>	11A Wych Hazel Way TR7 2LL
	<b>Applicant</b>	Mrs Gina Matthews
	<b>Grid Ref</b>	181917 / 60602
Minute Ref P539/21 (1)	<b>Decision</b>	It was proposed by Cllr J Kenny, second by Cllr M North and <b>RESOLVED unanimously to SUPPORT</b> <a href="#">PA21/05046</a>
	<b>Comments</b>	<p><b>The application to create two separate dwellings (PA19/0412) included the provision of parking for the new dwelling in order that it would meet with Newquay Neighbourhood Plan H4. However, there now appears to be some uncertainty around the parking provision for 11a. Support for the current scheme would therefore have to be subject to confirmation that 11a still meets policy H4. In terms of the balcony, Members noted there was already a construction of similar dimension and outlook at no.11 and could therefore see no issues around overlooking or loss of privacy arising from the proposal.</b></p>
		<b>ACTION - post SUPPORT on CC Planning Register</b>
	<b>Application 2</b>	<b>Porth &amp; Tretherras</b>
	<b>Reference</b>	<a href="#">PA21/05021</a>
	<b>Proposal</b>	Demolition and relocation of Garage. Loft Conversion including construction of gable end and dormer window. Demolition of existing

		single story addition to rear and construction of two storey extension.	
	<b>Location</b>	74 Henvver Road TR7 3BL	
	<b>Applicant</b>	Mr G Handford	
	<b>Grid Ref</b>	182753 / 62053	
<b>Minute Ref P539/21 (2)</b>	<b>Decision</b>	It was proposed by Cllr M North, second by Cllr N Morris and <b>RESOLVED unanimously to SUPPORT</b> <a href="#">PA21/05021</a>	
	<b>Comments</b>	<b>Members welcomed the relocation of the garage as this would appear to add to the amenity space available. In terms of the street facing changes to the existing building, Members agreed there would be no negative impact on the immediate area.</b>	<b>ACTION - post SUPPORT on CC Planning Register</b>

	<b>Application 3</b>	<b>Porth &amp; Tretherras</b>	
	<b>Reference</b>	<a href="#">PA21/05789</a>	
	<b>Proposal</b>	Installation of a temporary modular building for a period of 6 months within the area of a former school car park.	
	<b>Location</b>	Newquay Tretherras School, Trevenson Road TR7 3BH	
	<b>Applicant</b>	Secretary of State for Education Secretary of State for Education, C/O Department for Education	
	<b>Grid Ref</b>	182877 / 61921	
<b>Minute Ref P539/21 (3)</b>	<b>Decision</b>	It was proposed by Cllr J Kenny, second by Cllr N Morris and <b>RESOLVED unanimously to SUPPORT</b> <a href="#">PA21/05789</a>	
	<b>Comments</b>	<b>Members appreciated the reason for the installation of a temporary modular building and were happy to support the proposal.</b>	<b>ACTION - post SUPPORT on CC</b>



			<b>Planning Register</b>
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	<b>Application 5</b>	<b>Central &amp; Pentire</b>	
	<b>Reference</b>	<a href="#">PA21/05579</a>	
	<b>Proposal</b>	Loft conversion with dormer window and recessed balcony, removal of hip roof and construction of gable roof.	
	<b>Location</b>	79 Fore Street TR7 1EZ	
	<b>Applicant</b>	Mrs Scarth	
	<b>Grid Ref</b>	180680 / 62026	
<b>Minute Ref P539/21 (4)</b>	<b>Decision</b>	It was proposed by Cllr N Morris, second by Cllr J Bell and <b>RESOLVED unanimously to SUPPORT</b> <a href="#">PA21/05579</a>	
	<b>Comments</b>	<b>Members were satisfied that there would be no negative impact on the existing street scene or on the character of the local area.</b>	<b>ACTION - post SUPPORT on CC Planning Register</b>

	<b>Application 6</b>	<b>Porth &amp; Tretherras</b>	
	<b>Reference</b>	<a href="#">PA21/05707</a>	
	<b>Proposal</b>	Demolition of existing conservatory to be replaced with new single storey flat roof lounge extension, and subsequent internal layout changes. Replacement of existing garage door with a new window and section of external wall.	
	<b>Location</b>	167 Bedowan Meadows, Tretherras TR7 2TB	
	<b>Applicant</b>	Sean Gray	
	<b>Grid Ref</b>	182774 / 60793	

<b>Minute Ref P539/21 (5)</b>	<b>Decision</b>	It was proposed by Cllr J Bell, second by Cllr M North and <b>RESOLVED unanimously to SUPPORT</b> <a href="#">PA21/05707</a>	<b>ACTION - post SUPPORT on CC Planning Register</b>
	<b>Comments</b>	<b>Members agreed there would be no negative impact on the existing street scene. It was noted there would still be at least one off-road parking space retained, with reasonably unpressured on-street parking still available.</b>	

	<b>Application 7</b>	<b>Trenance</b>	
	<b>Reference</b>	<a href="#">PA21/05753</a>	
	<b>Proposal</b>	Construction of Annexe/holiday let	
	<b>Location</b>	27 Trevemper Road TR7 2HS	
	<b>Applicant</b>	Mr S Wilby	
	<b>Grid Ref</b>	181736 / 60594	
<b>Minute Ref P539/21 (6)</b>	<b>Decision</b>	It was proposed by Cllr J Kenny, second by Cllr J Bell and <b>RESOLVED unanimously to raise NO OBJECTION to</b> <a href="#">PA21/05753</a>	
	<b>Comments</b>	<b>It was noted that despite the setting, which features a well-sized garden, the annexe/holiday let would effectively be enclosed on three sides by boundary walls and the host property itself. As a result, Members would ask the Officer to confirm that the build would actually benefit from suitable levels of natural light. The addition of an annexe condition would be welcomed by Members and it was agreed with assertion that the development would not lend itself to permanent residential use.</b>	<b>ACTION - post NO OBJECTION on CC Planning Register</b>

		<b>Whilst the Design &amp; Access Statement claims the property offers on-site parking for five vehicles they aren't detailed on any of the plans and thus Members struggled to understand where these spaces were actually located.</b>	
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	<b>Application 8</b>	<b>Trenance</b>	
	<b>Reference</b>	<a href="#">PA21/05757</a>	
	<b>Proposal</b>	Proposed loft conversion with dormers and raised ridge to form 2 bedrooms and bathroom	
	<b>Location</b>	17 Chichester Crescent TR7 2LD	
	<b>Applicant</b>	Ms Morwenna Yeo	
	<b>Grid Ref</b>	181762 / 60710	
<b>Minute Ref P539/21 (7)</b>	<b>Decision</b>	It was proposed by Cllr J Kenny, second by Cllr J Bell and <b>RESOLVED unanimously to SUPPORT</b> <a href="#">PA21/05757</a>	
	<b>Comments</b>	<b>Members felt that the local precedent for such development had already been set and agreed there would be minimal impact on the existing street scene.</b>	<b>ACTION - post SUPPORT on CC Planning Register</b>

<b>Minute Ref P539/21 (8)</b>	7:56pm It was proposed by Cllr J Kenny, second by Cllr N Morris and <b>RESOLVED unanimously to extend the meeting by up to 30 Minutes.</b>	
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	<b>Application 10</b>	<b>Whipsiderry</b>	
	<b>Reference</b>	<a href="#">PA21/04503</a>	
	<b>Proposal</b>	The proposal seeks to refurbish the existing hotel rooms and to provide covered circulation and re-landscape the area to the rear of the	

		Ocean Wing. There is no proposed change of use from class C1. The proposal also looks to create additional internal room space by extending and enveloping the existing balcony areas. In addition, this application seeks to extend the rear of the Ocean Wing to provide an internal escape stair, a lobby area, a canopy to provide covered circulation, an accessible toilet and shower and new landscaping to the rear courtyard.	
	<b>Location</b>	Watergate Bay Hotel, Trevarrian Hill, Watergate Bay	
	<b>Applicant</b>	Will Ashworth Watergate Bay Hotel Limited	
	<b>Grid Ref</b>	184166 / 64977	
<b>Minute Ref P539/21 (9)</b>	<b>Decision</b>	It was proposed by Cllr A Rayner, second by Cllr J Kenny and <b>RESOLVED unanimously to raise NO OBJECTION to</b> <a href="#">PA21/04503</a>	
	<b>Comments</b>	<b>Members appreciated that no change of use had been proposed and were unaware of any local concerns around the proposed scheme.</b>	<b>ACTION - post NO OBJECTION on CC Planning Register</b>

	<b>Application 11</b>	<b>Central &amp; Pentire</b>	
	<b>Reference</b>	<a href="#">PA21/05189</a>	
	<b>Proposal</b>	Second floor rear extension to Flat No. 2	
	<b>Location</b>	Flat 2, 4 Mount Wise TR7 2BD	
	<b>Applicant</b>	Mr & Mrs A Wheatley	
	<b>Grid Ref</b>	181347 / 61534	
<b>Minute Ref P539/21 (10)</b>	<b>Decision</b>	It was proposed by Cllr M North, second by Cllr N Morris and <b>RESOLVED unanimously to OBJECT to</b> <a href="#">PA21/05189</a>	

	<b>Comments</b>	<b>Members were concerned that the proposal was in fact facilitating the subdivision of Flat 2, and thus creating a new address. Without further clarification Members agreed they would not be able to support the application.</b>	<b>ACTION - post OBJECTION on CC Planning Register</b>
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	<b>Application 12</b>	<b>Porth &amp; Tretherras</b>	
	<b>Reference</b>	<a href="#">PA21/05124</a>	
	<b>Proposal</b>	Proposed ground floor extension and alterations	
	<b>Location</b>	32 Kingsley Meade, Trencreek	
	<b>Applicant</b>	Mr And Mrs Mulroy	
	<b>Grid Ref</b>	182830 / 60960	
<b>Minute Ref P539/21 (11)</b>	<b>Decision</b>	It was proposed by Cllr M North, second by Cllr J Bell and <b>RESOLVED unanimously to SUPPORT</b> <a href="#">PA21/05124</a>	
	<b>Comments</b>	<b>Members agreed there would be no negative impact to the immediate area and were unaware of there being any local concerns when responding to the application.</b>	<b>ACTION - post SUPPORT on CC Planning Register</b>

<b>Minute Ref P539/21 (12)</b>	8:30pm It was proposed by Cllr J Kenny, second by Cllr N Morris and <b>RESOLVED unanimously to extend the meeting by up to 15 Minutes.</b>	
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	<b>Application 13</b>	<b>Other</b>	
	<b>Reference</b>	<a href="#">PA21/06058</a>	
	<b>Proposal</b>	Temporary change of use of land for Drive-in Cinema	
	<b>Location</b>	Land Known as Leans Field, North Of Trevarian Hill, Trevarrian	

	<b>Applicant</b>	Mr Linley Lewis Wavelength Media Ltd.	
	<b>Grid Ref</b>	184417 / 65395	
<b>Minute Ref P539/21 (13)</b>	<b>Decision</b>	It was proposed by Cllr N Morris, second by Cllr J Bell and <b>RESOLVED to OBJECT to</b> <a href="#">PA21/06058</a>	
	<b>Comments</b>	<p><b>Members were unanimously opposed to this application on the basis that this is the wrong location for such a venture. Watergate Bay is a recognised holiday area and an area of outstanding natural beauty that helps bring many tourists to the area - and as such, it is heavily protected by the Newquay Neighbourhood Plan (NNP). Whilst the application for a temporary change of use is clearly nothing to do with residential development, it should be noted that NNP Policy G1 – Settlement Boundaries states that other commercial enterprises outside of the Settlement Boundaries will be judged against appropriate planning policies. Taking on board the numerous public objections to the proposed Drive-in Cinema, Members noted strong concerns raised by the owner of The View campsite as to the negative impact on his existing business. NNP policy E3 seeks to support the visitor economy and proposals that will see it flourish. Members felt that by considerably increasing levels of noise and traffic within the immediate area it is likely that the local visitor economy will suffer. Strong concerns are also raised around the inevitable ecological impact that will result from the light and noise pollution necessarily associated with the activities of the Outdoor Cinema. Worries persist that its</b></p>	<b>ACTION - post OBJECTION on CC Planning Register</b>

operation will cause considerable disruption to the nesting activities of Corn Buntings the accommodated in nearby fields. These birds are an endangered species and appear on the RSPB red list – the adjacent fields they inhabit having been set aside for them as part of the ecological mitigations required in order for the Boardmasters Festival to take place. It is also feared that other rare species, including Cornish Choughs, will also be impacted by these proposals. It is noted that the start date for screenings is scheduled for 16 July whilst the Determination Date for the current planning application is not until 09 August, and there is concern that even if the LPA chose not to grant the application on environmental grounds, the applicant will still have been able to operate the Cinema for several weeks quite unhindered by the lack of planning permission. In terms of ecological mitigation, the most straightforward approach would appear to be not to operate the cinema from this location during the breeding season of rare and endangered bird species.

Members noted that there is a public right of way that runs straight through the proposed site. The licensing permission states quite clearly that "...there will be no public access to the licensed site outside the hours the premises is open to the public. The premises will be secured with fencing and locked gates." However, it is clear from the amended site plan that the applicant is now indicating that the site will be open as a PROW. Members are

concerned that either the annexe 2 premises licence condition will be breached, or the PROW will be heavily disrupted. Either way, this again points to the inappropriateness of the site in question. Members were aware that the applicant had previously run an outdoor cinema quite successfully but agreed that the field in question is completely the wrong location for such a venture.

<b>Minute Ref P540/21</b>	<b><u>Terms of Reference and Risk Assessment</u></b>	
	There were no updates.	
<b>Minute Ref P541/21</b>	<b><u>Reports and any associated Recommendations from Working Parties</u></b>	
	i. Newquay Neighbourhood Plan  No Update	
	ii. Derelict Buildings  No Update	
	iii. Community Governance Review Working Party  No Update	
<b>Minute Ref P542/21</b>	<b><u>Financial Statement</u></b>	
	D McLeod confirmed there had been no spend and that there were no outstanding payments to be authorised.	
<b>Minute Ref P543/21</b>	<b><u>Other Correspondence</u></b>	
	D McLeod reported that two items of correspondence had been received.	



	<p>i. Email from K Riddle – dated 27Jun21</p> <p>Members noted correspondence from Miss K Riddle regarding concerns around replacement fencing being erected by Newquay Golf Club. Members recalled that the Town Council had objected to a previous planning application PA19/03312 which had sought to replace the perimeter fencing.</p>	
<p><b>Minute Ref P543/21 (1)</b></p>	<p>It was proposed by Cllr M North, second by Cllr A Rayner and <b>RESOLVED to write to Newquay Golf Club requesting details of the plans to replace the perimeter fencing</b></p>	<p><b>D McLeod to write to Newquay Golf Club</b></p>
	<p>ii. Central Area Planning Sub-Committee - 08Jul21</p> <p>D McLeod reported that application PA20/04238 - Land South East Of Greyhomes Parkenbutts TR7 3HE – would be heard at the Central Area Planning Sub-Committee on Thursday 08 July 2021.</p> <p>It was noted that Cllr S Hick may attend, but that this would require confirmation. Either Cllr N Morris and Cllr J Kenny may be able to attend if not.</p>	<p><b>D McLeod to confirm attendance.</b></p>
<p><b>Minute Ref P544/21</b></p>	<p><b><u>Items for information and discussion only</u></b></p>	
	<p>Cllr J Kenny made Members aware that the agenda for Full Council , scheduled for 07 July 2021, would include a letter regarding the Newquay Neighbourhood Plan policy on Houses of Multiple Occupation.</p>	
<p><b>Minute Ref P545/21</b></p>	<p><b><u>Date and time of next meeting</u></b></p> <p>The next Planning &amp; Licensing Committee meeting will take place on Wednesday 21 July 2021 at 6:00pm in the Council Chamber, Municipal Offices, Marcus Hill, Newquay TR7 1AF.</p>	

**The Vice Chair thanked Members for their attendance and exited the meeting at 8:41 pm**

**Signed.....**

**Date.....**

**Chair Cllr S Hick**

## **ASSESSMENT DECISION NOTICE**

### **A BREACH OF THE CODE HAS BEEN FOUND**

#### **ACTION REQUIRED**

<b>Reference:</b>	<b>CCN06/21/22</b>
<b>Complainant:</b>	<b>Anonymous</b>
<b>Subject Member:</b>	<b>Cllr A Raynor – Newquay Town Council</b>
<b>Person conducting the Assessment:</b>	<b>Simon Mansell, Group Manager (Assurance)</b>
<b>Date of Assessment:</b>	<b>21 July 2021</b>

#### **Complaint**

The Complainant considers that the Subject Member has breached the Code of Conduct due to comments she has made on social media.

#### **Decision and Action**

For the reasons set out in the notice it is considered that the Subject Member has breached the Code of Conduct.

It is considered that a suitable action to remedy the breach is for the Subject Member to attend training on the Code of Conduct within 6 months of the date of this Notice.

#### **Reasons**

In undertaking this assessment I have had regards to;

- The complaint as made which includes the posts made on social media;
- The response from the Subject Member; and
- The views of the Independent Person.

The Complainant considers that the Subject Member has breached the Code of Conduct due to comments she has made on social media.

I have reviewed the posts that were made, and it is clear that there was quite a robust exchange between a member of the public and the Subject Member on the subject of Covid-19. After considering these posts there is only one which I am of the view may breach the Code and this is where the Subject Member says to a member of the public, 'No, you are a stupid and ignorant woman for calling me that'.

The Subject Member has responded to the complaint and has set out that there were a group of people were ganging up on her and that a woman, as part of the chat, first called her an 'ignorant woman' because the Subject Member has disagreed with her. As a result, the Subject Member has said that she said the member of the public was an ignorant woman back for calling me such a thing.

The Subject Member has added that she is not going to be bullied online.

#### Application of the Code

The posts that have been considered as part of this complaint have been made by Cllr Angie Rayner Newquay Porth & Tretherras and therefore it can be considered the Subject Member was acting in her official capacity when the posts were made and therefore the posts are subject to the Code of Conduct.

#### Assessment of the complaint

As with all complaints about a breach of the Code this matter is assessed on the balance of probabilities and this is, would a reasonable person in possession of all the facts objectively consider that the actions of the Subject Member amount to a breach of the Code of Conduct.

#### Paragraph 2.1 – You must treat others with respect

In considering this provision of the Code allowances are made for a member to be critical and to be able to challenge, providing the comments that are made are not personal in nature.

I have read the posts that were made at the time and have I am of the view that the comment that is set out above and is personal in nature and when considering this objectively, would a reasonable person expect to be called stupid and ignorant by an elected official?

I am of the view that this crosses the line into disrespect. Due to the operation of the Code of Conduct an elected official is set to a higher standard of conduct than a member of the public and therefore should be able to rise above comments that are made online and ensure that they act within the Code at all times.

As a result, it is considered that the Subject Member has breached paragraph 2.1 of the Code of Conduct for Newquay Town Council.

#### Paragraph 2.10 - You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or the Council into disrepute

In considering the complaint as made and reviewing the online comments I am satisfied that the actions of the Subject Member are not such that they have brought the Town Council into disrepute therefore this part of 2.10 is not considered further.

However, in engaging in an argument in such a public manner and result to using language that is considered to be disrespectful the Subject Member has used her position as an elected official in a manner that can only be considered disreputable thereby breaching paragraph 2.10 of the Code of Conduct.

Paragraph 2.5 - You must not conduct yourself in a manner which is contrary to the Council's duty to promote and maintain high standards of conduct by Members

Having found a breach of paragraph 2.1 and 2.10 of the Code of Conduct it follows that the Subject Member has failed to promote and maintain high standards of conduct and is therefore in breach of paragraph 2.5 of the Code of Conduct.

Views of the Independent Person

In my view it is incumbent upon the office holder (Cllr) to show restraint when responding to members of the public who themselves may be engaging in correspondence that appears to be disrespectful.

It is my view the Cllrs response was disrespectful and is in breach of the Code of Conduct at 2.1.

It is my view that Cllr Rayner's comments do not reach the threshold for bullying and has not breached the Code of Conduct at 2.3.

In breaching the Code at 2.1 Cllr Rayner is also in breach of the Code at paragraph 2.5 and 2.10.

Summary and Actions

There is a need for elected official to ensure that, when they are acting in their official capacity to act within the Code of Conduct at all times. No one expects members to be bullied online however, there is a right and wrong way to respond and, on this occasion the Subject Member opted to use the wrong way. The best option at all times is to either not engage, or if things become heated to walk away.

In mitigation of the breach I have taken into account the terminology that was directed towards the Subject Member and the fact the pressure of the moment and I am of the view that a suitable action to remedy the breach is that the Subject Member should attend Code of Conduct training within 6 months of the date of this Notice.

**What happens now?**

This decision notice is sent to the Complainant, the member against whom the allegation has been made and the Clerk to Newquay Town Council

**Right of review**

At the written request of the Subject Member, the Monitoring Officer can review and is able to change a decision not to refer an allegation for investigation or other action. A different Officer to that involved in the original decision will undertake the review.

We must receive a written request from the subject member to review this decision within 14 days from the date of this notice, explaining in detail on what grounds the decision should be reviewed.

If we receive a request for a review, we will write to all the parties mentioned above, notifying them of the request to review the decision.

It should be noted reviews will not be conducted by the same person who did the initial assessment.

**Additional help**

If you have difficulty reading this notice we can make reasonable adjustments to assist you, in line with the requirements of the Equality Act 2010.

We can also help if English is not your first language.

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