

TOWN CLERK'S REPORTS

6. UPDATE MATTERS ARISING - 24TH MARCH 2020 COUNCIL MEETING Minute 540/19 WASTE MANAGEMENT – REMOVAL OF RECYCLING BINS – Cornwall

Council Waste Management have rung to say that as a result of the impact of the Coronavirus, the deadline date was being extended beyond that given in the original letter. A new date had not yet been confirmed. The Town Councils will be re-contacted formally once a date is known.

11. CORONAVIRUS UPDATE – a). Town Council Facilities – all still closed as per the last Council update. The toilets were eventually closed as a result of issues over the availability of hot water supplies for cleansing purposes and suitable PPE for the cleaner. Further detail below on a incident at the Westbourne Toilets.

"We received a call from Devon & Cornwall Police on Friday 17th April to say that the public toilets at Westbourne Car Park had been broken into the night before, their officers were on the scene and had made an arrest and could we send someone over to secure the building. Jim attended initially and has made a temporary repair to the damaged lock. On Saturday morning Jim and Julie spent about an hour cleaning up the rubbish that had been left behind. The police have since been back in touch to say that the individual was a high risk missing person. She was arrested for matters not related to the break-in. I reported the incident to our insurers in case we needed to make a claim but as we estimate the repairs will cost IRO £10.00 I've notified the insurers that we will not be submitting a claim."

12. COMMUNITY LEAD LOCAL DEVELOPMENT – CATTLE MARKET MAKERS PROJECT – a). to update on progress. b). to comment on the Partnership discussion document. c). to agree to consideration of the heads of terms of a draft lease and application on a Special Council meeting on 12th May 2020.

a). To update on progress. It had been reported that Cornwall Council were using an external contractor to conduct an estimation of the gross capital cost of the procurement and installation of the container based workspace and the site preparation works. This exercise has resulted in a revised capital scheme cost. This has been notified to the CLLD programme management. They have confirmed the reservation of sufficient ERDF/ESF resources to cover that element of the revised cost. It had previously been noted that Cornwall Council have a match funding grant source for CLLD projects. In the initial Expression of Interest submitted in 2019 to the CLLD programme, Cornwall Council had provisionally been pencilled in as providing £60,000 match funding. The Cornwall Council indicative match funding figure is being increased to reflect the new gross capital cost. Cornwall Development Company (the accountable body for the CLLD programme) has sought specialist legal advice on the subject of State Aids to Industry. This is reflected in the approach taken in the partnership discussion document (at b). below

and the eventual lease and application. This is intended to optimise the amount of resource drawn into the town.

b). to comment on the Partnership discussion document – please see attached.

c). to agree to consideration of the heads of terms to a draft lease and application on a Special Council meeting on 12th May 2020. – the Partnership discussion document has been worked up in conjunction with advice from Cornwall Council and the CLLD programme management. If the Town Council are happy with the broad lines of approach these principals will be reflected in a draft heads of terms for a lease to be considered by the Town Council along with the CLLD application at a special (virtual meeting of the Town Council on 12th May 2020 at 7.30 pm.

13. REGISTER OF DELEGATED DECISIONS – to receive and note the decisions taken under delegated powers.

Background – the Register of Delegated Decisions is attached to the report and includes those decisions made in accordance with the approved and amended Scheme of Delegation and the subsequent the Coronavirus Regulation 2020 passed by Parliament. The guidance received regarding the Planning recommendations was slightly different. That being that the recommendations of the Planning Committee go to the next Council meeting to be ratified. Consequently, the 30th March Planning Committee minutes are attached for ratification at 7.a. Place has been left at 7.b for the 20th April Planning Committee should they be available in time.

RECOMMENDATION: That the Register of Delegated Decisions is noted.

14. EQUALITY AND DIVERSITY POLICY – to receive and adopt the policy.

Background – one of the supporting documents required for the CLLD application is an up to date Equality and Diversity Policy. The funding is conditional upon the project being carried out in accordance with relevant equality and diversity legislation. This extends to the appointment of staff, the provision of advice and support, the letting of business units and the engagement with prospective beneficiaries. This policy is essentially the National Association of Local Councils (NALC) best practice template. It will be necessary for the relevant data to be collected by the project team for its own requirements as highlighted in yellow.

RECOMMENDATION: That the Equality and Diversity policy is adopted.

15. SUSTAINABLE DEVELOPMENT POLICY – to receive and adopt the policy.

Background – one of the supporting documents required for the CLLD application is a Sustainable Development Policy. It should be noted that the terminology of the policy is taken from an already approved project. It is based upon the concepts as expressed in advance of the programme's commencement. The application is being prepared for submission at the end of the programme period. The policy as attached is intended to meet compliance with the programme cross cutting themes guidance. The Council will be able to develop this basic document as the Environment Emergency workstream develops.

RECOMMENDATION: That the Sustainable Development Policy is adopted.