

TOWN COUNCIL AGENDA
TUESDAY 21 OCTOBER 2014 AT 7.30 PM
TO BE HELD IN THE COUNCIL CHAMBER AT THE
PUBLIC HALL

The Mayor and the Mayor's Chaplain invite Members and others present to join them in prayer after which:

1. The Council will convene in Open Session
2. The Mayor will advise those present of Housekeeping matters
3. First fifteen minutes open for the public to speak
4. To receive apologies for absence
5. To receive declarations of interest from Members relating to items on the Agenda
6. Mayor's Remarks
7. To receive and adopt the Minutes of the Meetings of the **TOWN COUNCIL** held on Tuesday 16 September 2014 at 7.30pm
8. Clerk's Report – Co-Option of Town Councillor
Advert drafted and placed in press and on noticeboards, further information placed on the Website. Closing date for expressions of interest 31 October 2014
9. Committee Meetings

To adopt the Minutes, discuss and decide on Recommendations (as appropriate) of the following Committees:

- a. **PLANNING COMMITTEE** held on Tuesday 16 September 2014
- b. **FINANCE COMMITTEE** held on Tuesday 23 September 2014
- c. **PLANNING MEETING** held on Tuesday 7 October 2014
- d. **COMMUNICATION & ENGAGEMENT COMMITTEE** held on Tuesday 7 October 2014

Recommendations:

- a) Require Cornwall Council to make a Parking Order for two on street parking bays in each of Market Street and Well Lane as detailed on the Cormac drawing and that the estimated cost of £5.5k be drawn from reserves
- b) The Opening Times of the TIC to be changed to those recommended by the TIC and to open every Saturday at a total additional cost of £705.00 and to include this in the 2015/2016 Precept
- c) Include in the 2015/2016 Precept a budget for a maximum of 80 hours overtime to be worked by the TIC staff

- d) The Council to adopt the Draft Policy Statement for Filming, Recording and Broadcasting Council and Committee Meetings
- e) The Council to adopt the CALC Standing Order, as amended by the Communication & Engagement Committee for Filming and Recording of Meetings

e. **PLOTHOLDERS & PROPERTY COMMITTEE** held on Tuesday 14 October 2014

10. Recordings - Further to the Communications and Engagement Committee recommendation regarding the recording of meetings, consideration of suitable equipment has been looked into. Attached are details of a Philips Voice Tracer DVT 8000 system which has features that are required for audio recording of meetings. Advice on the suitability of this device for our Council Chamber has been sought from the specialist sound system engineer that we use for the sound systems in the Public Hall. He recommends that if we acquire this system a second microphone would be required as they have a range of 2 metres. The sound engineer is asking the supplier if we can have a system set up to demonstrate to Councillors at this Council meeting. The equipment costs are:

Philips Voice Tracer DVT8000 - £155.00 (+VAT)
Additional 9172 (360 degree PZM mic) - £110 (+VAT)

Council is asked to consider the purchase of this equipment to be funded from the Property Committee Public Hall – Consumables budget code in which we currently have over £2,000.

- 11. Neighbourhood Plan Update – for information only
- 12. Cornwall Council Planning Decisions
As per Addendum 1 – on the table for information only
- 13. Accounts
To approve Accounts for payment as per addendum 2 – as circulated
- 14. Other Reports
 - a) **TOWN FORUM MEETING** held on Wednesday 3 September 2014
- 15. Correspondence
- 16. PART II – If required

Date of the next Town Council Meeting

Tuesday 18 November 2014 at 7.30pm in the Council Chamber

TOWN CLERK

Steve Vinson

15 October 2014