



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT
Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr R S Barnes

Town Clerk: Ms. C Caldwell

Minutes of a Meeting of the Redruth Town Council Operations Committee held at Redruth Civic Centre, Alma Place, Redruth on Monday 3rd June 2024

Present: Cllr S Barnes Chair
Cllr Brown
Cllr B Craze
Cllr C Garrick
Cllr R Major
Cllr D Reeve
Cllr C Skinner
Cllr I Thomas

In attendance: Ms A Hunt Operations Officer
Mr C Strugnell Facilities Manager
Ms C Coomber Administration Manager
Mrs J Pelham-Wales Administration Assistant
Mr P Allison Local Resident

PART I - PUBLIC SESSION

1583.1 Unanimously RESOLVED that Cllr Barnes act as Chair for the meeting, in the absence of the Chair and Vice Chair of the Operations Committee [Proposed Cllr Garrick; Seconded Cllr Brown].

1583.2 **To receive apologies for absence**

Apologies were received from Cllrs A Biscoe, H Biscoe, Broad, Ellenbroek, and Tremayne.

1583.3 **Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this agenda**

None were declared.

1583.4 **Public participation session – to enable the public to put questions to the Council relating to any items on the agenda**

Mr Allison queried the publishing of Councillors' contact details in the public domain. The Town Clerk stated that it had always been Redruth Town Council's policy to do this, but acknowledged there was a duty of care to Councillors in terms of their personal safety.

WT

1583.5 To confirm the Minutes of the Meeting of the Operations Committee held on 4th March 2024

1583.5.1 RESOLVED by Majority to accept the Minutes of the Meeting of the Operations Committee held on 4th March 2024 as a true and accurate record of proceedings. [Proposed Cllr Thomas; Seconded Cllr Brown]. Cllrs Garrick and Skinner abstained as they had not been present at the meeting.

1583.6 To receive correspondence

A revised and updated version of the Redruth Town Council Data Protection Policy had been circulated as an addendum to the meeting papers.

1583.6.1 Unanimously RESOLVED that the revised and updated version of the Redruth Town Council Data Protection Policy be approved. [Proposed Cllr Brown; Seconded Cllr Skinner].

1583.7 To receive a report from the Operations Officer

A report had been circulated prior to the meeting. The Operations Officer further advised that the anticipated timeframe for the requested transfer of the Strawberry Fields freehold to the Town Council remained as 18-24 months. Proposals for future provision at New Cut Public Conveniences would be brought to the Committee at an appropriate point, once funding options had been explored. No further update had been received from Cllr Donnithorne in relation to the possible devolution of Treskerby Playing Field.

The Operations Officer stated that the Community Welcome Event had been very positive and thanked Councillors for attending. A new information poster had been designed for the event, clarifying the respective responsibilities of both the Town Council and Cornwall Council. This would now remain on display on the Town Council's noticeboards and the Engagement Team would be asked to publicise it on social media. A booklet had also been compiled, incorporating key information about the Town Council. Additional copies were available for future use and for those who had been unable to attend the event. The Operations Officer thanked all officers for their hard work in the background with regard to the event and said that there had been some really engaging displays. The Operations Officer concluded her report by stating that the 'Meet your Councillor' pilot programme had now reached its end. Feedback would be provided to Councillors at an appropriate meeting of the Full Council.

The report was noted.

1583.8 To receive a report on the work of the Facilities Team

A report had been circulated prior to the meeting. The Facilities Manager advised that, following expert advice from a conservation and heritage expert, the Clock Tower would be closed until further notice due to concerns which needed to be addressed. This meant that the town clock would not be wound for the foreseeable future. A press release had been issued to explain the situation to local residents and businesses. A verbal update relating to the issues was given and photographs were shown by way of explanation. The Town Clerk stated that funding had been applied for, but this would inevitably take time. Councillors would be kept informed of progress.

The Facilities Team remained very busy completing routine tasking but had also been looking at how to develop the Town Council's spaces for the benefit of the community. A plan for East End Playing Field was shown to those present, with the aim being to create an open space which could be used by the community for leisure and recreational activities. Councillors asked various questions relating to the plans, which were answered by the Facilities Manager.

W T

Finally, the Facilities Manager stated that the town floral display would be in place in time for Murdoch Day.

The remainder of the report was noted.

1583.9 To receive a report on the work of the Administration Department

A report had been circulated prior to the meeting. The Administration Manager advised that implementation of the new electronic HR system was going well and that a further update would be provided at the next meeting of the Staffing Committee. Members were updated on recent use of the defibrillator sited in the Civic Centre, which had demonstrated how important this facility was for the community. The Administration Manager confirmed that the device was part of the online “Circuit” listing of UK-wide defibrillators.

The remainder of the report was noted.

1583.10 To consider strategic objectives for the Operations Team for the year 2024-2025 and receive feedback on the strategic objectives set by the Operations Committee in March 2023

A report had been circulated prior to the meeting. The Operations Officer provided feedback in relation to progress against the strategic objectives set by the Committee during the previous Council year and thanked her team for their efforts over the previous twelve months. Members were asked to set objectives for the current year.

1583.10.1 Unanimously RESOLVED to set the following strategic objectives for the Operations Team for the year 2024-2025:

- Ensure that the Town Council acts in a sustainable and environmentally friendly way, whilst also meeting its climate priorities
- Strengthen partnerships with other Town and Parish Councils and community organisations, including sharing knowledge, resources and equipment
- Investigate opportunities for ‘little places’ for play equipment

[Proposed Cllr Barnes; Seconded Cllr Skinner].

1583.11 To receive a brief training session on GDPR and confidentiality by the Town Clerk

The Town Clerk gave a presentation to Councillors on the importance of GDPR and confidentiality. Councillors asked a number of questions, which were answered by the Town Clerk. Members were asked to contact the Town Clerk at any point if they had further questions or concerns.

 Chair