



St. Agnes Parish Council

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JULY 2016

65/16

Minutes of St. Agnes Parish Council meeting held in the Parish Rooms, 17 Vicarage Rd, St. Agnes, at 7.30 p.m. on Monday 18th July 2016. Minuted by C. Callaway.

PRESENT: Mrs Clark (Chair) S. Herman – Clerk to the Council.
Mrs Barrow (Vice – Chair)
Mrs Rodda, Mr Aston, Mr Forbes, Mr Bunt, Mrs Andrew, Mr Johns, Mr Child, Mrs Davies, Mr Slater, Mrs Doble, Mr Lovering, Mr Drew.
ABSENT: Mr Brench (delayed arrival).

292/16 DECLARATIONS OF INTEREST.

Cllr Barrow – planning applications PA16/05172 and PA16/04228.

Cllr Lovering – planning application PA16/05889.

Cllr Clark – planning application PA16/06153.

293/16 REQUESTS FOR DISPENSATION.

None received for items on this agenda.

294/16 PUBLIC PARTICIPATION.

There were no members of the public who requested to speak at this point of the meeting.

295/16 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 4th JULY 2016.

The minutes were approved and signed as a correct record.

Cllrs Barrow/Forbes. Absentees from this meeting (4th July) abstained from the vote.

296/16 MATTERS ARISING FROM THESE MINUTES NOT COVERED BY ITEMS ON THIS AGENDA.

None raised.

297/16 CORNWALL COUNCILLORS REPORTS.

In Cwll Cllr Pete Mitchell's absence from the meeting, the Chair read a report from him, as follows:

- The speed assessment for Trevaunance Road had been completed. The figures were being studied at present but initial thoughts were that although the 20mph speed limit was exceeded regularly, the majority of cars appeared to be within a 30 mph limit. Anyone interested in the exact figures to Contact Cwll Cllr Mitchell.
- The white lines at Barkla Shop had been repainted.
- The poor state of the steps and handrail from Lambourne Avenue down to the B3285 had been reported several times to Cormac. Cwll Cllr Mitchell had been assured a new rail had been ordered and would be fitted on arrival.
- A site meeting regarding the development application PA16/04944 (Goonbell) had been arranged for the 26th July, but may have to be postponed for an extra week due to the unavailability of some Parish Councillors.
- The two large Blackwater development proposals had been removed from this month's Planning Committee meeting as the numbers of affordable housing within each of them did not match the numbers required by the Local Plan. It was noted that the developers have been asked to resubmit their applications.
- Cwll Cllr Mitchell has a motion to Council tomorrow (19th July) denouncing the increase in racial abuse and hate crimes since Brexit.

Cwll Cllr Joyce Duffin informed members of some Highways schemes currently being looked at by Bert Biscoe, Cabinet member for Highways:

Signed by the Chair of the Council on the 8th August 2016.

- i) Speeding along Church Road, Mount Hawke. Noted that a possible gateway showing that Mount Hawke was a village and not an urban area.
- ii) Short Cross Road, Mount Hawke speed limit possibly being reduced to 20 mph.
- iii) Top of Beach Road, Porthtowan – pedestrian safety issues. Noted that a ‘feasibility study’ had been suggested and also the suggestion of signage to direct the public towards the public footpath in order to avoid the main road.

Cwll Cllr Duffin also informed members that vehicles parking in the No Parking Zone in Porthtowan were causing problems. (The area was being patrolled and tickets were being issued.) Cllr Barrow further noted that parking in Porthtowan was becoming impossible as the busy season approached.

Cllr Andrew added that she had received an email from local resident, Sarah Massey, who had almost been hit by a speeding cyclist at Barkla Shop. Cwll Cllr Duffin to pass Cllr Andrew’s concerns on to Cwll Cllr Mitchell, who was currently involved with local speed checks.

298/16 PARISH COUNCILLORS REPORTS.

Cllr Barrow advised the Council that she had resigned from the NDP group due to other commitments, but still very much supported their work.

Cllr Rodda noted that there was to be another public presentation regarding the development proposal in Mount Hawke. To be held on 29th July from 4 – 7 p.m in the Chapel.

Cllr Rodda reported weeds on the pavements, particularly by the doctor’s surgery in Mount Hawke. The Clerk advised that Cwll Council no longer spray weed killer and Cllr Forbes explained that this was due to the weed killer potentially seeping into the mains water and posing a risk to the public.

Cllr Rodda had put the Blue Watch Fire Service team in touch with Mount Hawke School and they were due to attend the school fete tomorrow (19th July).

Cllr Rodda also noted damage to the pergola at Mount Hawke’s Millennium Green and further a nearby shed had been broken into. She had reported these incidents to the police non-emergency telephone number, 101, and would urge others to do the same, suggesting possible signage requesting the public to report vandalism etc.

Cllr Aston had attended the Battle of the Somme Centenary event and noted that the Lord Lieutenant of Cornwall had complimented the St Agnes village community involvement. A letter to Mr Mannell from Colonel Bolitho had also been circulated, which further congratulated St Agnes on the “excellent occasion”.

Cllr Aston had also attended a recent site meeting.

Cllr Bunt advised members that he had cut down foliage in Goonbell so the 20 mph sign was visible again.

Cllr Bunt had been contacted by a Parishioner who was aware of a chalet being erected in a garden, without planning permission. Cllr Bunt had advised the complainant to contact the Enforcement Team.

Cllr Bunt also informed members that he had seen the figures from the recent speed check in Trevaunance Road and noted that 75% of vehicles had been speeding.

Cllr Andrew queried whether the verges around the Parish had been cut. The Clerk advised that the cutting schedule had begun and she would chase up any areas yet to be attended to.

Cllr Johns expressed support for Cllr Bunt’s work around the Parish and wished to check that Public Liability Insurance was in place to cover any work undertaken in his capacity as a Parish Councillor. The Clerk confirmed this insurance was in place and Cllr Bunt noted that he had already checked this prior to carrying out any tasks.

Cllr Drew reported that there had been many broken bottles in Beaconsfield Play Park and parents using the park were removing them. Cllr Rodda suggested that this would be another instance where 101 should be telephoned and again noted the benefit of signage requesting the public report these incidents. Item for next full Council agenda.

Cllr Lovering had been contacted by Parishioner, Mrs Hough, regarding a bull in a field through which a public footpath runs, posing a risk to users of the footpath. Cwll Cllr Duffin to take up this matter.

Cllr Lovering had received a copy of the letter from Glen Carne (forwarded by Mrs Tippett) in reply to a query regarding their allotment users at the Mithian site. Cllr Lovering noted that Glen Crane had thoroughly investigated the matter, although Mrs Taylor, whose adjacent field had been affected, was not satisfied. It was suggested that a letter was written to all allotment holders requesting they remain vigilant.

Cllrs Slater and Bunt had attended a meeting with St Agnes School's PTA, the Head Teacher and the governors to discuss travel/traffic issues. Cllr Slater informed members that a 'walking bus' would be commencing in September – route to be confirmed. Cllr Slater enquired, on behalf of the school, as to whether the Parish Council would be willing to allow the use of Trelawney Car Park for the walking bus scheme. Noted it was a free car park. Cllr Rodda expressed concern over safety and the number of vehicles using the car park in conjunction with the children.

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Cllr Slater had also established that the top section of the Local Improvements Committee's car park/Reppers Coombe was owned by the Parish Council and the bottom end was owned by Cwll Council.

299/16 APOLOGIES FOR ABSENCE TO BE APPROVED BY THE COUNCIL.

Apologies for absence were received from Cwll Cllr Pete Mitchell.

300/16 ACCOUNTS.

Accounts approved. Cllrs Barrow/Slater.

Cllr Forbes queried the EDF Energy 'unmetered' supply, which Cllr Child explained. The Clerk advised that this matter had been queried at a previous meeting and the information/findings was held in the office.

G Prisk	Fabrication of car park honesty box door	103924	£35.00
Duchy Cemetery's Ltd	Interment at Mt Hawke Cemetery - build single tomb	103925	£430.00
EDF Energy	Supply to Churchtown P.Cs (metered) - April - June 16	103926	£99.70
C Kalber	Cemetery maintenance - June 2016	103927	£1,025.00
M Herman	First cut of Footpaths - June 2016	103928	£2,100.00
S Herman	July 2016 salary	103929	
A Tippett	July 2016 salary	103930	
C Callaway	July 2016 salary	103931	
HMRC	July 2016 payment	103932	
Cwll Council - Pension Contribs.	July 2016 payment	103933	
C Evans	North Coast Cluster Group Honorarium 2015/16	103934	£110.00
B White	Accounting tasks for June 2016	103935	£275.00
Kernowek Gardeners	Cutting Open Spaces - x 2 cuts in June 2016	103936	£420.00
EDF Energy	Unmetered supply to Churchtown P.Cs April - June 16	103937	£79.95
EDF Energy	Unmetered supply, street lighting April - June 2016	103938	£286.65
Duchy Cemetery's Ltd	New double grave at St Agnes Cemetery	103939	£390.00
Martin Luck Group	Stationery - Canon cartridge, wireless keyboard, A4 folder, batteries and pens	103940	£58.25

RECEIPTS

Car park donations	St Agnes collection - x 4 honesty boxes	£229.52	CAR PARKS
D Tresise	Inscription	£25.00	BURIALS
M Carveth	Re-open grave with brick surround added	£540.00	BURIALS
D Lovering	Burial	£500.00	BURIALS
Cwll Council	Refund for opening Trev Cove & Porthtowan toilets in Dec 2014 when action had not been requested	£476.93	GENERAL

Signed by the Chair of the Council on the 8th August 2016. 

Cwll Council	Refund for historic Standing Order for allotment rent payment which had not been cancelled when D/D set up to replace it	£1,054.09	GENERAL
HMRC	Duty/VAT repayment - January to May 2016	£2,290.87	GENERAL
Car park donations	Porthtowan collection	£105.00	CAR PARKS
Car park donations	St Agnes collection - x 4 honesty boxes	£493.16	CAR PARKS

301/16 PLANNING on appendix.

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Cllr Brench arrived at the meeting at 8.40 p.m

302/16 LIBRARY/TOILET SERVICES/ CHURCHTOWN TOILETS.

Update report from Cllrs Forbes and Bunt

Consideration of upgrading the working party into a full council committee, with additional responsibilities and renamed Property and Maintenance Committee with Terms of Reference responsible for overseeing the management of specified council's assets.

Copy of current asset register circulated to members for review and confirmation.

Cllr Forbes informed members that a Working Party meeting had taken place on 12th July. It had been noted that the proposed assets would be devolved to the Parish Council until March 2017, subject to Trevaunance Cove toilets being improved to this Council's satisfaction.

Cllr Forbes suggested that the responsibility of checking the state of these toilets and subsequently deeming them satisfactory be delegated to himself and Cllr Bunt. This was agreed unanimously. Cllrs Drew/Aston.

Cllr Forbes explained that the Parish Council could then sign the Tenancy at Will document and in the longer term, the assets would be owned by the P.C from 2017, subject to Parish Council approval.

Regarding the consideration of upgrading the Working Party to a full Council Committee, members unanimously resolved to request that the Working Party circulate possible terms of reference in draft before the next full Council meeting. Cllrs Slater/Forbes.

Cllr Forbes confirmed that a Cwll Council devolution grant was available and could be used to fund payment to independent solicitors for expert advice on TUPE matters.

303/16 VAT DIRECT DEBIT.

Approval by the Council to set up a direct debit to HMRC to facilitate payment and reimbursement of VAT.

Due to the devolvement of car parks the Council has had to change its VAT status a direct debit would allow ease of payment and receipt of VAT monies.

Agreed approval of setting up a direct debit.

Cllrs Forbes/Clark. Cllr Doble abstained.

304/16 CONSIDERATION OF FEES FOR HIRE OF MEETING ROOM.

Annual review of fees for the hire of the meeting room. Currently £8 per session.

It was resolved to keep the meeting room hire fee at £8 per session and not make an increase as this was a Parish facility.

Cllrs Forbes/Lovering.

305/16 CONSIDERATION OF FLAT RENTAL.

Annual rent review for Council's flat. Currently £600 per month.

It was agreed that the rent for the Council's flat would remain the same for the forthcoming 12 months and would only be reviewed again before then if the current tenants left the property.

Cllrs Lovering/Slater.

306/16 CONSIDERATION OF RISK ASSESSMENTS.

Copies of proposed risk assessment documents for burial, allotments and general Council business circulated to members for consideration and subject to any agreed alterations, approval.

Signed by the Chair of the Council on the 8th August 2016. 

As limited time remained, it was agreed unanimously to move this item to the next full Council meeting agenda for full discussion, and any queries arising from these documents be forwarded to the Clerk in advance of the next meeting.

Cllrs Johns/Slater.

307/16 NDP UPDATE.

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Cllr Bunt provided members with the NDP update, noting that the last Steering Group meeting was held in Mithian Village Hall on 6th July.

Roger Radcliffe gave an informative talk for the NDP on 'The Parish So Far' in St Agnes Library last week and the gathering was well attended.

The data from the Housing Needs Survey will now be analysed by County Hall, following volunteers' completion of inputting the paper returns.

The data gathered by the 25 volunteers regarding the Local Landscape Character Assessment was now being incorporated to produce the main report.

The main questionnaire was being finalised in draft, ready for distribution on 7th September. Events to promote the questionnaire (and provide results for the HNS and LLCA) were being organised during September.

Next Steering Group meeting – 10th August in Blackwater Village Hall.

308/16 BOLSTER ITEMS.

Police non-emergency telephone number, 101, to report vandalism etc in the Parish.

20 mph speed limits and parking regulations awareness.

Devolution of services to the Parish Council (public toilets and car parks).

Due to business still to be discussed, it was agreed to extend the meeting to 9.40 p.m. Cllrs Barrow/Clark.

309/16 CHAIRMAN'S DISCRETION – RESIGNATION OF CLLR CYRIL KENT.

Following the resignation of Cllr Kent and in view of his long service to the Parish Council, the Chair wished to extend thanks to him on behalf of the Council. Members decided that in fitting recognition, they would invite Mr Kent to join them for a photograph to be published in the West Briton and to present him with a gift.

310/16 EXCLUSION OF PRESS AND PUBLIC.

In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council has the power to RESOLVE that the press and public be excluded from the meeting during consideration of the following item owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information.

Reason – Discussion involving staff grievance.

Resolved.

Cllrs Slater/Forbes.

311/16 GRIEVANCE.

The Chair advised that the grievances were heard by 2 members of the Staffing Committee, along with Ian Morgan from South West Councils on the 6th July. The results of their deliberations have been sent to the 2 members of staff involved and they have 5 working days in which to respond. They may formally decide whether either/both/neither wished to proceed with an appeal and when this information was known, the Appeals Panel would be contacted.

Cllr Lovering wished to note that he too had the right of appeal.

Cllr Lovering also raised that the Staffing Committee had all individually received notification of a complaint and a meeting would be called as soon as possible to address this.

There being no further business the meeting closed at 9.35 p.m.

Signed by the Chair of the Council on the 8th August 2016.

