



St. Agnes Parish Council

Office Number:- 01872 553801

Burial Number:- 01872 553588

Email:- clerk@stagnesparishcouncil.co.uk

September 2016

81/16

Minutes of the St. Agnes Parish Council meeting held in the Parish Rooms, 17 Vicarage Rd, St. Agnes, at 7.30 p.m. on Monday 19th September 2016. Clerked by S. Herman Minuted by C. Callaway.

PRESENT:

Mrs Clark (Chair)

Mrs Barrow (Vice-Chair)

Mrs Davies Mr Johns Mr Slater Mr Lovering Mrs Doble Mr Child Mr Bunt
Mr Aston Mrs Rodda Mr Drew

ABSENT: Mrs Andrew and Mr Forbes.

Cllr Clark advised members that she had spoken to Cllr Andrew who was now home and had lots of appliances to aid her recovery.

365/16 DECLARATIONS OF INTEREST.

Cllr Bunt – planning application 157/16, PA16/08004

Cllr Rodda - planning application 158/16, PA16/08277.

Cllr Doble noted that although planning application 157/16 had the same name, there was no connection.

366/16 REQUESTS FOR DISPENSATION.

None received for items on this agenda.

367/16 PUBLIC PARTICIPATION.

Standing Orders were suspended for this section of the meeting. Cllrs Slater/Aston.

Mr Andrew Ley, Manager of St Agnes Library, spoke on recent events that had taken place at the library:

- Mr Ley advised members that the Summer Reading Challenge was extremely successful; of the 201 children who started the Challenge, 142 children completed it, which was well above their target. Mr Ley wished to thank the community for their support and also noted that a congratulatory email from the Young Peoples Readers Services Officer had been received.
- Local children's author, Kate Neal, had given a well received talk at the library.
- An Education Officer from the Cats Protection League had also visited the library.

Mr Ley advised that both the latter two events were very well attended.

Cllr Drew wished to extend thanks to Mr Ley, on behalf of the Parish Council, for the great work at the library.

Standing Orders were reinstated for the remainder of the meeting. Cllrs Barrow/Davies

368/16 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 5th SEPTEMBER 2016.

The minutes were approved and signed as a correct record.

Cllrs Barrow/Davies. Cllrs Lovering and Doble abstained.

369/16 MATTERS ARISING FROM THESE MINUTES NOT COVERED BY ITEMS ON THIS AGENDA.

None raised.

370/16 CORNWALL COUNCILLORS REPORTS.

Apologies received from Cwll Cllr Duffin.

Cwll Cllr Peter Mitchell informed members that he had attended the Area West Planning Committee meeting today and confirmed that the two Blackwater development applications had been rejected, largely due to the affordable housing element. Cwll Cllr Mitchell extended thanks to Cllr Doble and Blackwater resident, Margaret Davies, for their presentation and hard work.

Cwll Cllr Mitchell had attended a Transport Committee meeting last week. Winter transport was discussed and it was noted that during bad weather conditions, the whole of Cornwall had to be gritted within 2 hours.

Signed by the Chair of the Council on the 3rd October 2016.

Cwll Cllr Mitchell had been in discussions with Viv Bidgood, Cwll Highways Officer, regarding various dangerous roads within the Parish and he advised that a speed monitoring machine was due to be erected at Barkla Shop shortly.

82/16

Cwll Cllr Mitchell also informed members that he had spoken to Simon Mansell, Cwll Council's Legal Officer, following Cllr Lovering's comments at the last meeting regarding the question of the cost of bringing a planning application before the Planning Committee. Cwll Cllr Mitchell reported that Simon Mansell had clarified that he had not spoken to anyone (Cllr or Parishioner) from St Agnes. Cllr Lovering explained that the Parishioner in question had not in fact spoken to Simon Mansell, but to his superior, Matthew Stokes. Cllr Lovering stated that Mr Stokes had said that Cornwall Council had never worked out the cost for an application to go to the Planning Committee and had only costed the 'Ethical Standards Regime'. Cwll Cllr Mitchell informed members that he would contact Mr Stokes for further information.

371/16 PARISH COUNCILLORS REPORTS.

Cllr Barrow advised that she had re-joined the NDP and had attended the recent Code of Conduct course at County Hall.

Cllr Barrow informed members that she had attended the Porthtowan Beach Management Group's meeting on 8th September and they were working towards getting disabled ramps. Cllr Barrow noted that permanent signage was required advising the public to 'Keep off the Planted Dunes'.

Cllr Barrow stated that CORMAC Solutions were conducting a free study to keep sand off the roads, whereby netting would be put up after October half term and taken down in April 2017. Marram grass from Godrevy was also being brought to Porthtowan.

Cllr Barrow further stated that an end of season "audit" of Porthtowan would be conducted by Cwll Council.

Cllr Barrow advised members that parking problems continued in Porthtowan.

Cllr Davies had also attended the Porthtowan Beach Management Group's meeting.

Cllr Davies had taken part in a beach clean on Sunday, which had been organised by the Marine Conservation Society.

Cllr Davies had attended all of the NDP 'drop in' day sessions.

Cllr Davies continued to monitor Porthtowan toilets, with local resident, Mr Hines.

Cllr Davies confirmed that the footpath running from the new development in Atlantic Way into Porthtowan village would be completed and become fit for use, having had discussions with CORMAC Solutions and the developer.

Cllr Davies informed members that the Enforcement case, raised by Cllr Lovering, at Eastcliff was ongoing.

Cllr Davies had been approached by a Parishioner who was concerned about increased signage beside the Great Western Railway Yard on the approach St Agnes village. Clerk to follow up.

Cllr Rodda attended the recent Code of Conduct training at County Hall.

Cllr Rodda had attended the public meeting in Mount Hawke on 6th September for the proposed large development in the village and stated that a group had now been set up – MHADD (Mount Hawke Against Detrimental Development). Further that she would hold on file all correspondence relating to the matter.

Cllr Rodda expressed concern regarding a van selling coffee outside Mount Hawke school and over road safety as the van was parked on the dangerous corner. Cllr Rodda had been in touch with the school.

Cllr Rodda had completed the vandalism poster in draft. To be approved later on the agenda.

Regarding the high visibility jackets for children walking to school which was raised at the last meeting, Cllr Rodda had approached Mount Hawke school, who could potentially offer them at a reduced cost.

Cllr Aston went to the public meeting in Mount Hawke for the proposed development and noted it had been well attended.

Cllr Bunt thanked Parishioner, Steve Ridholls, for carrying out cutting of hedges along Rocky Lane. Mr Ridholls had also agreed to paint over the graffiti on the bus shelter at Trevellas.

Cllr Bunt had attended an Enforcement meeting with Officer, Alan Mason, Cwll Cllr Mitchell and Cllr Forbes.

Cllr Bunt briefly noted issues which were raised at the meeting, such as the Aggi Croft and An Ke Bew sites and explained that formal report from the meeting should be circulated in due course.

Cllr Bunt had attended the recent Code of Conduct course.

Following the Forestry Officer's recent visit to an overgrown tree in Chegwyn Gardens, Cllr Bunt advised that remedial work had been recommended but was subject to Cornwall Housing finance.

Signed by the Chair of the Council on the 3rd October 2016. 

Cllr Bunt had also attended the opening of the new ATM in Churchtown, St Agnes and had been thanked by local MP Sarah Newton.

Cllr Johns explained that, due to a large lorry becoming stuck on Town Hill last week, he and Parishioner, Mr Simmons, directed traffic for over an hour to assist, as the road had become gridlocked. Members expressed thanks to Cllr Johns for his efforts that day.

83/16

Cllr Drew informed the Council that another lorry had become stuck on the Beacon Road recently. Cllr Mitchell stated that he had spoken to Mr Bidgood requesting new instructional signage for large vehicles. Cllr Doble had attended the Area West Planning Committee meeting today with Cllr Mitchell and Blackwater resident, Mrs Davey, and further confirmed that the two Blackwater development applications had been rejected. Cllr Doble thanked those mentioned for their support.

Cllr Doble also stated that the seat near Sydney House in Blackwater was in need of repair. Clerk informed members that this had been reported to the Council's handyman.

Cllr Slater had attended the recent Code of Conduct course.

Cllr Slater reported on the recent Local Improvements Committee meeting, where flowers and a picnic area had been suggested for Reppers Coombe car park. Held in abeyance until takeover confirmed.

Cllr Slater also advised that the long awaited government minibus for St Agnes would be delivered in the forthcoming weeks and the specifications requested included wheelchair provision.

Cllr Clark had attended the Code of Conduct training and the inauguration of the new vicar of St Agnes Parish.

Cllr Clark had spoken with Bill Makin from the National Trust regarding concerns about dangerous potholes in the road down towards the Coastguard lookout. These concerns were logged by Mr Makin and Cllr Highways.

Cllr Clark had attended the Community Network Panel's (CNP) recent meeting and had updated the panel on this Council's progress with the NDP, Community Emergency Plan, car park takeovers etc. Cllr Clark advised that it had been raised at the CNP meeting that South West Water was inconsistent in their consultee responses for planning applications.

Cllr Clark advised that there would be a briefing by Highways England, on Thursday 6th October at County Hall regarding the Carland Cross to Chiverton proposals which, as the Chair, she would be unable to attend. Cllr Slater agreed to attend as a representative from St Agnes P.C. Cllr Clark advised that she would be attending the launch event on the 12th October and further explained that additional briefings would follow. (Noted that Blackwater School would be the closest on 20th October from 4.30 - 8.30 p.m.)

372/16 APOLOGIES FOR ABSENCE TO BE APPROVED BY THE COUNCIL.

Apologies for absence were received and approved from Cllrs Andrew and Forbes.

373/16 ACCOUNTS.

Accounts approved unanimously. Cllrs Barrow/Slater.

It was noted by Cllr Slater that Reppers Coombe car park received 'fees' and not 'donations' as per the Receipts listed.

Creative View	Aluminium signs for toilets and car parks, as app'd	103967	£627.24
Liberty Political	Design/print of NDP survey in A2 size	103968	£1,400.00
			NDP BUDGET
C Kalber Cory	Cemetery maintenance - August 2016	103969	£1,025.00
Environmental	Emptying dog bins - August 2016	103970	£114.00
South West Water Duchy Cemetery's Ltd	Services to Mithian Allotments, May - August 2016	103971	£93.65
M Herman	Interment at St Agnes Cemetery (re-open grave)	103972	£390.00
123 Reg	Cliff paths (x7) @ £400 and cutting various sites £50	103973	£450.00
Viking	Online domain renewal (2 years)	online pymt	£16.78
B White	2nd class stamps, ink cartridges, paper, kitchen & bathroom supplies etc	103974	£280.70
	Accounting tasks for August 2016	103975	£275.00

Signed by the Chair of the Council on the 3rd October 2016. 

S Herman	September 2016 salary		103976	
A Tippett	September 2016 salary		103977	
C Callaway	September 2016 salary		103978	
HMRC	September 2016 payment		103979	
Cwll Council -	September 2016 payment		103980	
Pension contribs		84/16		
Cwll Council	To provide mapping for NDP		103981	£112.80 NDP BUDGET
M Bunt	Reimbursement for payment to Staples for copying/ laminating etc for NDP		103982	£255.69 NDP BUDGET
M Lunn	Reimbursement for payment to Monkey Puzzle for printing for NDP		103983	£50.00 NDP BUDGET
Survey Monkey	Licence for main questionnaire for NDP	online pymt		£269.31 NDP BUDGET
Mount Hawke	Methodist Church hire for public meeting 6th Sept.		103984	£20.00
J Crossland	Reimbursement for payment to Staples for various printing items for NDP		103985	£87.53 NDP BUDGET
Pring Associates	St Agnes landscape character assessment final fee for NDP		103986	£1,430.00 NDP BUDGET
Mount Hawke	Methodist Church hire for NDP meeting & exhibition on 6th September		103987	£50.00 NDP BUDGET

RECEIPTS

Allotment holder	New half plot at Mithian Allotments (lease & dep.)	£50.00	ALLOTMENTS
Car park donations	St Agnes collection - x 4 honesty boxes	£300.28	CAR PARKS
Car park receipts	Reppers Coombe	£300.80	CAR PARKS
Car park receipts	Reppers Coombe	£322.60	CAR PARKS
Car park receipts	Reppers Coombe	£422.40	CAR PARKS
Cornwall Council	Precept 2016 and CTS Grant September 2016	61557.11	GENERAL
D Lovering	Burial repayment	£1,000.00	BURIALS
Car park donations	Porthtowan collection	£362.00	CAR PARKS
Car park donations	St Agnes collection - x 4 honesty boxes	£335.13	CAR PARKS
Car park donations	St Agnes collection - x 4 honesty boxes	£222.23	CAR PARKS

374/16 PLANNING on appendix.

375/16 LIBRARY/TOILET SERVICES/ CAR PARKS.

Consideration of:-

- current working party into a full Council Committee.
Resolved. Cllrs Slater/Aston. 9 in favour and 3 against.
Committee members: Cllrs Slater, Bunt, Clark, Johns, Davies and Forbes and Parishioner, Mr Chris Hines.
It was agreed that Cllr Bunt would be Chairman of this Committee. Cllrs Clark/Barrow.
- Purchase of 2 "No Overnight Camping" signs at a cost not exceeding £100.
Agreed unanimously. Cllrs Aston/Slater.
- Purchase of a new honesty box sign for Trelawney car park at a cost not exceeding £50.
Agreed unanimously. Cllrs Aston/Clark.

Signed by the Chair of the Council on the 3rd October 2016.



- Purchase of Hi Vis jackets “St Agnes Parish Council - Working for the Community” at a cost not exceeding £50.
Agreed unanimously. Cllrs Barrow/Rodda.
- Provision and wording for a ticket to place on cars that have not paid and displayed.
To be agreed by the Committee. Held in abeyance.
- Termination of contract with CORMAC for Churchtown toilets.
Cllr Bunt to provide comparisons and circulate to members. Held in abeyance.
- Implications on staff regarding counting and banking of coinage.

85/16

Cllr Bunt to liaise with St Agnes Hotel, as suggested by Cllr Aston, who noted that they have a coin counter/sorter.

Cllr Clark suggested that office staff log additional time spent counting/collating/banking the coinage.
Held in abeyance.

- Terms of Reference as previously circulated to all members.
Subject to 2 amendments...addition of “subject to Standing Orders” and “..the Clerk, in conjunction with the Committee, to deal with the day to day management” the Terms of Reference were approved.
Cllrs Bunt/Barrow.

Proposal that this Council informs Cornwall Council that if it does not provide maintenance cover for the pay and display machine, it would jeopardise the devolvement of services negotiations.
Held in abeyance – to be discussed by the Committee.

Cllr Bunt informed members that there was no news on the St Agnes library devolution submission.

Cllr Bunt advised that he had been emptying the Reppers Coombe car park machine every other day and was pleased to report on the significant takings. After initial teething problems, there had been no further problems with the Pay & Display machine over the last two weeks.

Cllr Bunt was compiling a report on the operational and contractual issues in relation to the car parks and toilets.

The Clerk informed members that requests from local residents for a season ticket for Reppers Coombe car park had been received. Item for next agenda.

376/16 REPORT PROVIDED BY MESSRS NOONAN AND DONNITHORNE

To discuss the implications and possible actions as a result of the report from Messrs Noonan and Donnithorne.

Cllr Slater requested the views of Cllrs Lovering and Doble.

Cllr Lovering stated that as the report was from a Parishioner, the correct procedure was that it should have been sent directly to the Monitoring Officer at Cornwall Council.

Cllr Doble stated that she felt the report contained a false portrayal of events, omitted relevant facts and was based on rhetoric. Cllr Doble informed members that it would be inappropriate to comment further on this report.

It was agreed that the report would be passed back to the Parishioners who compiled it and they would be instructed to forward it to the Monitoring Officer at Cwll Council. Cllrs Child/Lovering

377/16 FORMALISATION OF HUMAN RESOURCES COMMITTEE.

To clarify and confirm appointments to the above committee due to queries raised regarding the omission of voting at the previous meeting.

Cllrs Barrow, Drew and Rodda resigned from the Appeals Committee.

It was resolved to vote for each individual member appointed to the Human Resources Committee.

Cllrs Bunt/Slater. 8 in favour and 4 abstentions.

The new Human Resources Committee to consist of:

Cllr Clark (Chair of Committee) – Cllrs Clark/Barrow. 8 in favour and 4 against.

Cllr Bunt – Cllrs Bunt/Rodda. 8 in favour and 4 against.

Cllr Johns – Cllrs Johns/Slater. Unanimous.

Cllr Lovering – Cllrs Lovering/Child. 4 in favour and 8 against. Motion lost.

Signed by the Chair of the Council on the 3rd October 2016.



Cllr Slater – Cllrs Slater/Clark. 9 in favour and 3 against.
Cllr Davies – Cllrs Davies/Barrow. 8 in favour and 4 against.
Cllr Drew – Cllrs Drew/Barrow. 8 in favour and 4 against.

Members agreed to adopt the Terms of Reference of the former Staffing Committee until such time as the new Human Resources Committee had reviewed them.

378/16 APPOINTMENT OF APPEALS COMMITTEE MEMBERS.

Following some debate, it was decided not to appoint an Appeals Committee as any Council members serving on it, would not have an objective viewpoint due to having been party to recent discussions.
The Human Resources Committee would look into alternatives such as employing outside bodies.
Human Resources Committee meeting on 27th September at 10 a.m in the Parish Rooms.

86/16

Cllr Doble requested that all Cllrs were made aware of HR Committee meeting dates and agendas.

379/16 NOTIFICATION OF COMPLETION OF AUDIT.

Confirmation of completion and Certificate of Audit.
External Auditor report on matters not affecting their opinion but would draw attention to the notice indicating the period for the exercise of public rights was more than the 30 working days as required by the Regulations.
On days over this period there would be no formal rights to object, inspect or question.
Read and noted, as publicised.

380/16 BT 90 DAY CONSULTATION FOR REMOVAL OF PHONE BOXES.

Consult on the removal of phone boxes at:
Outside Parish Rooms, Trelawney Rd
Mithian
Peterville
Consideration for each box, adopt, object or remove.
It was resolved to keep Mithian's phone box and the phone box outside the Parish Rooms, which Cllr Lovering suggested could be used as another notice board. The phone box at Peterville could be removed.
Cllrs Bunt/Clark. Unanimous.

Cllr Doble left the meeting at 9.20 p.m.

381/16 LAND TO EAST OF THE OLD SCHOOL, MT. HAWKE.

Consideration of investigating the possibility of a compulsory purchase order on land adjacent to the Old School, to provide community parking for the village and alleviate traffic congestion during school runs.
Cllr Rodda noted that in the past a verbal agreement between the then Councillor Mr Cooper and the developer had agreed that this land could be used as a car park, if the developer used the Millennium Green as the open space for the Beacon View development.
Agreed that the matter would be investigated. Cllrs Clark/Rodda.

382/16 TPO – PORTHTOWAN.

Request that the Parish Council submits a blanket TPO on trees within Porthtowan.
Agreed that a TPO would be sought for the trees in the area of Rose Hill.
Cllrs Davies/Bunt. Cllr Barrow abstained.
Agreed that the possibility of making the area a Conservation Area, as suggested by Cllr Slater, would be placed on the next agenda for investigation.

It was agreed to extend the meeting until 9.45 p.m due to business still to be discussed. Cllrs Slater/Clark.

383/16 101 SIGNAGE – REPORTING OF INCIDENTS.

Proposal that consideration is given to purchasing and erecting signage encouraging members of the public to phone 101 and report any vandalism or unneighbourly behaviour within the Parish's play parks.

Signed by the Chair of the Council on the 3rd October 2016. 

Members confirmed that they were very satisfied with Cllr Rodda's draft signage, entitled "Help Stop Bad Behaviour", and agreed to proceed with the expenditure.
Cllrs Rodda/Aston.

384/16 OFFICE SECURITY SCREEN AND DOOR.

Awaiting quotation for improving the safety of staff by remodelling the security screen.
It was decided unanimously to approve the 2 separate quotations for security glass and louvers, subject to written confirmation from this Council's insurance company that the products quoted for were fit for purpose and also to query the maximum cash amounts insured for on the premises.
Cllrs Bunt/Barrow.
Cllr Lovering further requested that a third quotation for on the top of the door and glass entrance area be sought for additional safety. Item for next agenda.

87/16

385/16 ELECTION TO FILL 2 VACANCIES.

Notification that an election has been requested to fill the 2 vacant seats for St Agnes Ward on the Parish Council. Date to be revised as no nominations were received for consideration for an election on 29th September 2016.
Read and noted.

386/16 PLANNING PARTNERSHIP.

Request by Cllr Clark that the Council supports her application to be considered for a vacancy on the Planning Partnership Forum. (Circulated to members 6/9/16).
Both Cllrs Clark and Barrow received the support from the Council for their applications. Cllrs Slater/Rodda.

387/16 NDP UPDATE.

Cllr Bunt informed members that there had been a good return rate for the surveys (28%) to date, which still had a week to run (closing date 25 September) and he thanked all those volunteers who had given their time to the process, noting they had committed up to 200 hours.
Cllr Bunt also confirmed that the five public 'drop in' consultations, one in each ward, had taken place and had been quite well attended. He explained that members of the Steering Group and volunteers had committed in excess of 200 hours to these events.
Next Steering Group meeting was due to take place on 12th October in the Parish Rooms.

388/16 BOLSTER ITEMS.

'Bad Behaviour' signage in Open Spaces and Playing Fields.
Request to landowners to cut down overhanging vegetation from pavements/public areas.
Encourage community spirit in the Parish.

389/16 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.
Resolved. Cllrs Barrow/Aston.

390/16 GRIEVANCE/APPEAL.

Update on staffing matters.
Cllr Clark advised that there was nothing further to report regarding the Grievance/Appeal and explained that when the new HR Committee met, they would formulate a recommendation for an Appeals Committee. Cllr Clark further noted that the Committee would discuss the Clerk's resignation and the new appointment to the role as well as consider the ongoing complaint.

Signed by the Chair of the Council on the 3rd October 2016. 

There being no further business, the meeting closed at 9.45 p.m.

Signed by the Chair of the Council on the 3rd October 2016.

A handwritten signature in cursive script, appearing to read 'Jedah', is written over a faint dotted line.