



St. Agnes Parish Council

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August 2016

70/16

Minutes of St. Agnes Parish Council meeting held in the Parish Rooms, 17 Vicarage Rd, St. Agnes, at 7.30 p.m. on Monday 8th August 2016. Minuted by C. Callaway.

PRESENT:

Mrs Clark (Chair)

S. Herman – Clerk to the Council.

Mrs Barrow (Vice – Chair)

Mrs Davies, Mrs Rodda, Mr Bunt, Mr Child, Mrs Andrew, Mr Drew, Mrs Doble, Mr Lovering, Mr Slater.

ABSENT: Mr Aston, Mr Forbes, Mr Johns (delayed arrival).

312/16 DECLARATIONS OF INTEREST.

None received.

313/16 REQUESTS FOR DISPENSATION.

None received for items on this agenda.

314/16 PUBLIC PARTICIPATION.

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

315/16 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 18th JULY 2016.

The minutes were approved unanimously and signed as a correct record.

Cllrs Barrow/Slater.

316/16 MATTERS ARISING FROM THESE MINUTES NOT COVERED BY ITEMS ON THIS AGENDA.

None raised.

317/16 CORNWALL COUNCILLORS REPORTS.

There were no Cornwall Councillors present at the meeting.

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

- He had organised and attended a positive meeting with Bert Biscoe, Cabinet member for Transport. (Cllr Bunt detailed this meeting under Parish Cllr's Reports).
- Also raised was the ongoing problem of cars hitting Corner Cottage in St Agnes. Cllr Biscoe agreed to look into the issue.
- The new ATM sited in Churchtown was to become operational to use shortly.
- Following the BREXIT vote, his motion put to Cwll Council denouncing racism, was unanimously upheld.

318/16 PARISH COUNCILLORS REPORTS.

Cllr Bunt had attended the recent public exhibition at Mount Hawke for 85 proposed new homes.

Cllr Bunt had also met with Bert Biscoe, Cabinet member for Transport, in an open meeting arranged by Cwll Cllr Mitchell. Various matters were discussed including a cycle path linking St Agnes village to Chiverton, the St Agnes school crossing and Travel Plan. It was noted that Cwll Cllr Biscoe was also very supportive of the St Agnes NDP.

Cllr Bunt attended the recent Library Steering Group meeting and he noted their appreciation of this Council's continued expression of interest in keeping the library open.

Cllr Bunt had been approached by Parishioner, George Mannell, with regard to an overgrown tree in Chegwyn Gardens. This had now been reported to Cwll Cllr Mitchell.

It was also noted by Cllr Bunt that the previously reported subsidence in the road at Polberro had been patched by CORMAC Solutions but the patch itself now appeared to be sinking. CORMAC was monitoring the situation.

Cllr Rodda had also attended the public exhibition at Mount Hawke on 29th July for 85 proposed new homes and advised that a further, Parish Council led, public meeting had been requested by Parishioners. Cllr Rodda

Signed by the Chair of the Council on the 5th September 2016.

felt that NDP involvement was crucial. It was agreed that the Clerk would try to arrange the public meeting to coincide with the next NDP meeting on 6th September in Mount Hawke.

Cllr Rodda informed members that the Mount Hawke V.C.A and the Mount Hawke Millennium Green Trust were considering combining to create one community group and she would keep the Parish Council informed. Cllr Slater had received a letter of thanks (circulated to members) from a Parishioner for repairing the stile along Coronation Walk.

Cllr Slater had reported a fallen tree, which had damaged the rail at the bottom of Town Hill, to CORMAC who had addressed the situation swiftly the following morning.

Cllr Slater had also attended the meeting with Bert Biscoe, as previously detailed.

Cllr Lovering had been approached by the Agent who had attended the last full Council meeting to speak on behalf of Mr and Mrs Came's planning application. This Council had supported the application unanimously but Cornwall Council had since refused it. The Agent was querying if the Parish Council had changed its vote. Cllr Lovering advised that he had explained to him that the original decision of this Council will always stand (as per the online planning portal consultee comment) but in the light of further information/reasoning behind a Cwll Council decision, the Parish Council is asked whether it will agree with the Planning Officer's recommendation. It was agreed that when this situation arises, the Administrative Officer, in response to the 5 day protocol email to the Planning Officer, should always quote..."While our original decision still stands, the P.C will agree/agree to disagree with your recommendation".

Cllr Lovering had received a telephone call from a resident of Goonvrea who expressed concern about the driveway at the front of the property newly erected by Mr Sawle being a permanent fixture. The property had recently gone onto the market and Cllr Lovering raised this as a possible Enforcement case.

Cllr Doble noted that the land at An Ke Bew, Rope Walk (which had previously been reported to Enforcement) now had a motor home in use onsite.

Both Cllr Lovering's and Cllr Doble's concerns to be referred to Enforcement for investigation.

Cllr Drew advised that he had assisted in cleaning up bottles etc from Beaconsfield Play Park following the Carnival. Thanks were extended to him by the Chair.

Cllr Andrew informed members that Mithian fete had raised £1231.

Cllr Andrew also reported dangerous potholes on the B3285 road to Mithian and agreed to notify Cwll Cllr Mitchell.

Cllr Davies had received numerous positive comments about Porthtowan Lifeguards and congratulated Senior Lifeguard, Mark Evans.

Cllr Davies had attended the recent Porthtowan 'Duck Race' event, along with Cllr Barrow, which raised just short of £1000 to go towards the Village Hall and play park.

Cllr Davies noted the traffic and parking problems in Porthtowan during the busy Summer season.


Cllr Davies also informed members that there had been noise complaints from nearby campers about the Tropical Pressure Festival at the Eco Park held on the Sunday night, which continued until 2 a.m. Those who had tried to complain could not get through on the telephone numbers provided. Cllr Slater agreed to liaise with Cllr Davies and provide another point of contact. It was noted that a meeting with Cath Williams, Event Organiser, had been arranged.

Cllr Johns arrived and joined the meeting at 7.45 p.m.

Cllr Barrow had received a telephone call from Porthtowan resident, Mr Evans, reporting his concerns about sections of a Cornish hedge which had been removed from a field opposite the entrance to the Eco Park. Cllr Barrow advised that Enforcement Officer, Alan Mason, had been contacted earlier in the year regarding this site and no planning breach had been found. Work was continuing at the site and despite several attempts to communicate with Mr Mason again, no response had been received. Another encampment had been identified in the adjacent field and members agreed that this whole area now required scrutiny.

Cllr Bunt stated that an Enforcement meeting was soon to be arranged to address the issues at Aggi Croft and he was asked if he would also raise the matter of this site as well as the motor home at An Ke Bew and the newly formed entrance on the development next to Castle Rag House, Goonvrea Rd.

Cllr Clark thanked Cllr Johns for all his efforts in organising a successful Carnival in St Agnes.

Signed by the Chair of the Council on the 5th September 2016. 

Cllr Clark had attended Mithian fete and the meeting with Bert Biscoe. She was also present at the Blackwater village fete and noted the attendance of the Tolvaddon Fire HQ Blue Watch team.

319/16 APOLOGIES FOR ABSENCE TO BE APPROVED BY THE COUNCIL.

72/16

Apologies for absence were received and approved from Cllrs Forbes and Aston.
Cwll Cllrs Duffin and Mitchell.

320/16 ACCOUNTS.

Accounts approved unanimously.

Cllrs Barrow/Davies.

Cllr Slater queried the increase in the amount to be paid to the Accountant, Mr White. Cllr Lovering suggested this was due to the change in this Council's VAT status. Noted this would not be an annual increase.

Print out printing	Full page Bolster advert - July 2016 issue	103941	£72.00
	Cutting Open Spaces as per contract - x 2 cuts July		
Kernowek Gdners Cory	16	103942	£420.00
Environmental	Emptying of dog bins - June 2016	103943	£91.20
	Response Plus Service re NDP Housing Needs		
Royal Mail Group	Survey	103944	£14.59
			NDP BUDGET
Mithian Institute	Hire of Village Hall for NDP meeting on 6/7/2016	103945	£20.00
			NDP BUDGET
B Sutherland	Design & create website plus ongoing support for NDP	103946	£300.00
			NDP BUDGET
S. Herman	August 2016 salary	103947	
A. Tippett	August 2016 salary	103948	
C. Callaway	August 2016 salary	103949	
HMRC	August 2016 payment	103950	
Cwll Council - Pension Fund	August 2016 payment	103951	
C. Callaway	Replacement cheque 103931 - July salary - lost chq St Agnes Cemetery memorial safety work - 30 mems.	103952	
D Tresise & Sons		103953	£2,442.00
Cormac Solutions	Cleaning Churchtown PCs - June 2016	103954	£634.45
B E White	Accounting tasks for July 2016	103955	£275.00
C Kalber	Cemetery maintenance for July 2016	103956	£1,025.00
C Kalber	Painting of gates at both cemeteries and temporary repair to kissing gates at St Agnes Cemetery	103957	£260.00
M Herman Cory	Various cutting as per invoice e.g Gover, allotments	103958	£135.00
Environmental	Emptying of dog bins - July 2016	103959	£91.20

RECEIPTS

Mr Henthorn	Car park donation - St Agnes	£25.00	CAR PARKS
Car park donations	Porthtowan collection	£123.00	CAR PARKS
Car park donations	St Agnes collection - x 4 honesty boxes	£411.91	CAR PARKS
Car park donations	St Agnes collection - x 4 honesty boxes	£159.87	CAR PARKS

Signed by the Chair of the Council on the 5th September 2016.



321/16 PLANNING on appendix.

322/16 LIBRARY/TOILET SERVICES/ CAR PARKS.

Update report from Cllr Bunt.

Consideration of reforming the current working party into a full Council committee, with Terms of Reference for responsibility of overseeing the management of all Council's assets.

Cllr Bunt informed members that Cllr Forbes had arranged a Working Party meeting for 16th August at 10 a.m. to discuss TUPE and Terms of Reference. Following this meeting, the suggested Terms of Reference, would be presented to full Council for amendment/approval. If in agreement the Council would then decide committee membership and elect a Chairman,

Cllr Bunt stated that a list of repair requests had been agreed upon with Cwll Council and the toilets would only be devolved to the Parish Council when the work had been satisfactorily completed. A specialist TUPE Solicitor was to be consulted and payment would be funded using the Cwll Council devolution grant.

323/16 FINANCIAL REGULATIONS.

A copy of proposed Financial Regulations updated and amended to cover current legislation. Circulated to members for consideration and subject to any agreed alterations, approval.

Held in abeyance. Any queries to the Clerk in advance of the next full Council meeting.

324/16 STANDING ORDERS.

A copy of updated Standing Orders Circulated to members for consideration and subject to any agreed alterations, approval.

Held in abeyance. Any queries to the Clerk in advance of the next full Council meeting.

325/16 REVIEW OF CURRENT COUNCIL POLICIES.

Copies of documentation distributed to all members at the last meeting.

Held in abeyance. Any queries to the Clerk in advance of the next full Council meeting.

326/16 MEMORIAL INSPECTION POLICY.

CLLR FORBES

Propose adoption of the Memorial Policy distributed to all members at the last meeting.

Held in abeyance. Any queries to the Clerk in advance of the next full Council meeting.

327/16 CONSIDERATION OF RISK ASSESSMENTS.

Item carried forward from the previous meeting.

Held in abeyance. Any queries to the Clerk in advance of the next full Council meeting.

328/16 TREE PRESERVATION ORDER – PARK SHADY, PORTHTOWAN.

For information only. Notification that a TPO has been served on the appropriate persons having an interest in respect of the above. The order prohibits the cutting down, topping or lopping of any trees specified in the schedule. Read and noted.

Cllr Barrow explained that Porthtowan resident, Rebecca Vickerstaff, was the Tree Warden for the village and had produced a positive Facebook campaign entitled "Keep Park Shady Shady". All trees here were now protected and they were looking to achieve the same result on Rose Hill.

329/16 101 SIGNAGE – REPORTING OF INCIDENTS.

CLLR RODDA

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.

Cllr Rodda agreed to compose the wording for approx. 20 - 30 metal signs and to investigate the costings involved.

Cllr Lovering noted that the Honesty Box signs in Trelawney Car Park were also in need of replacement due to wear and tear.

Cllr Rodda to bring all the information back (for both signs) to the next full Council meeting for consideration.

74/16

330/16 OFFICE SECURITY SCREEN AND DOOR.

CHAIRMAN

Proposal that consideration is given to improving the safety of staff by remodelling the security screen. Following a recent security incident in the Parish office, it was decided that options would be explored to enhance safety. Toughened/laminated glass and an entrance keypad with remote buzzer entry were recommended. Cllr Bunt volunteered to gather information and costings prior to the next full Council meeting.

331/16 NDP UPDATE.

CLLR BUNT

The Parish Council's briefing document on the NDP update had been circulated by Cllr Bunt and noted by members.

Cllr Bunt advised that County Hall had completed the Housing Needs Survey analysis and a full report was available if required. Nick Marsden was very positive about the information gathered and the percentage return.

The main NDP questionnaire was now finalised in draft. The Steering Group would check/sign off the final design of the questionnaire on Wednesday. It would then be printed and distributed by volunteers in time for the start date of 5th September. (It would also be available online @SurveyMonkey.)

The next Steering Group meeting will be on 10th August in Blackwater Village Hall.

332/16 BOLSTER ITEMS.

Cones need to be returned to Cllr Johns.

Public meeting on 6th September in Mount Hawke – new housing development proposals.

Due to business still to be discussed it was agreed to extend the meeting to 9.45 p.m. Cllrs Clark/Barrow.

333/16 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/Lovering.

334/16 STAFFING COMMITTEE MEETING.

The Clerk advised that a Staffing Committee meeting had been called on Friday 12th August at 9.30 a.m with the three remaining members in order to agree the appropriate course of action to be taken regarding a complaint which had been received, which the Chair had requested be investigated.

The Clerk advised that the current Staffing Committee was not viable and recommended that it be dissolved and a new, renamed Human Resources Committee be formed.


It was noted that conflicting information had been received and therefore, it was suggested that perhaps the Council should consult an independent, specialist employment solicitor for advice and clarity on the Council's current procedures and policies and could include the TUPE issue.

After a lengthy debate, it was agreed that this would be an agenda item for the next full Council meeting.

However, prior to this meeting, the cost of a solicitor's services would be researched.

335/16 GRIEVANCE.

As insufficient time remained, an update on the Grievances and Appeals did not take place.

Signed by the Chair of the Council on the 5th September 2016. 

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

Signed by the Chair of the Council on the 5th September 2016. 