



St. Agnes Parish Council

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40/16
May 2016

Minutes of St. Agnes Parish Council meeting held in the Parish Rooms, 17 Vicarage Rd, St. Agnes, at 7.30 p.m. on Monday 9th May 2016. Minuted by C. Callaway.

PRESENT:

Mrs Clark (Chair)

S. Herman – Clerk to the Council.

Mrs Barrow (Vice – Chair)

Mrs Davies, Mr Forbes, Mrs Rodda, Mr Aston, Mr Bunt, Mrs Andrew, Mr Johns, Mr Brench, Mr Child, Mr Slater, Mrs Doble, Mr Drew.

ABSENT: Mr Lovering, Mr Kent.

183/16 DECLARATIONS OF INTEREST.

Cllr Forbes – planning application PA16/03121.

Cllr Aston – planning application PA16/03080.

Cllr Andrew – planning application PA16/03165.

Cllr Bunt – planning applications PA16/03003, PA16/03012 and PA16/03469.

Cllr Clark – ‘Morcliff Development’ (PA15/06299) agenda item.

184/16 REQUESTS FOR DISPENSATION.

None received for items on this agenda.

185/16 PUBLIC PARTICIPATION.

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

186/16 PLANNING on appendix.

187/16 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 18th APRIL 2016.

The minutes were approved and signed as a correct record.

Cllrs Bunt/Rodda. Abstentions noted from those members not present on 18th April.

188/16 APPROVAL OF THE EXTRA ORDINARY MEETING MINUTES, HELD ON 20TH APRIL 2016.

The minutes were approved and signed as a correct record.

Cllrs Forbes/Slater. Abstentions noted from those members not present on 20th April.

189/16 MATTERS ARISING FROM THESE MINUTES NOT COVERED BY ITEMS ON THESE AGENDAS.

None raised.

190/16 CORNWALL COUNCILLORS REPORTS.

Cornwall Cllr Joyce Duffin addressed members regarding the following:

There is to be a meeting in Mount Hawke on Thursday 12th May about the Mount Hawke School Travel Plan when, it was hoped, more information would be made available.

The Porthtowan Beach Management Group had reported on the recent positive works undertaken in the village (e.g. two new bridges etc) and on Saturday 14th May, the planting of marram grass and native plants would take place.

At this point, Cllr Forbes enquired about the imminent Environmental Study report in relation to the sand dunes. Cllr Duffin noted that she was unsure as to how prescriptive this report would be.

There were affordable homes (5 rented and 5 shared ownership) coming up at Atlantic Way, Porthtowan.

Advice surgeries are to be arranged in Porthtowan for anyone interested in a property. (Venue/dates to be agreed.)

Cornwall Cllr Pete Mitchell addressed members regarding the following:

He was arranging a meeting with Cllrs Bunt and Johns, the Planning Officer, the Tree Officer and himself regarding the recent planning application for the felling of trees on Trevaunance Road.

Signed by the Chair of the Council on the 23rd May 2016.

There had been 'bad behaviour' issues reported at Chegwyn Gardens and a meeting had been arranged with Sarah Newton, MP.

41/16

Following the recent planning application for the Change of Use of the former Barclays Bank building, Cwll Cllr Mitchell had been informed (by a neighbour at 21, Vicarage Road) of the planning applicant posting notes to objectors requesting they withdraw their objections. Cllr Doble suggested that the resident should notify the local press of this.

191/16 PARISH COUNCILLORS REPORTS.

Cllr Barrow reported on her attendance at a recent training day on 'Local Landscape Character Assessment', together with Cllr Davies.

Cllr Davies wished to extend thanks and appreciation to Cornwall Council for putting into effect the recent clearing of drains/ clearing of rubbish/ mending broken bridges in Porthtowan.

Cllr Rodda had attended a meeting of the Mount Hawke V.C.A and noted the upcoming 'Queen's Birthday Celebration' on 19th June. Cllr Rodda also noted a further 'Litter Pick' and 'Bus Shelter Clean' on 21st June from 6 – 8 p.m. Cllr Rodda informed the Council that a Parishioner had offered to keep the Mount Hawke bus shelters clean for a £10 fee per clean.

Cllr Aston had cleaned the bus shelter at Chiverton Cross, for which members extended their thanks to him.

Cllr Bunt had received a complaint about the poor state of Goonbell bus shelter. Cllr Bunt noted that following a report to the Clerk of a leaky roof, the repair work had now been carried out and Parishioner, Steve Ridholls, had cleaned the bus shelter.

Cllr Bunt detailed concerns regarding speeding traffic along Trevaunance Road, although when they conducted a speed monitoring exercise, Cllr Bunt noted that the police did not record excessive speeding having occurred. Cllr Aston informed the Council that a children's speed watch PR exercise had taken place in Truro, unnecessarily, he felt.

Cllr Bunt noted a white line had worn away along the permissive pavement at the bottom of Rosemundy, leading up to Goonown.

Cllr Bunt was to attend a site meeting at Corner Cott, St Agnes, with Bert Biscoe, Cwll Council member for Transport, as the residents were concerned about damage to their property from vehicles.

Cllr Andrew had attended Mithian Village Hall at the weekend and emphasised how grateful the committee was to the Parish Council for their financial contribution to the new toilet.

Cllr Johns reiterated the behaviour problems at Chegwyn Gardens, noting the issues were 2 sided.

Cllr Johns also highlighted the rubbish build up behind Trevaunance Cove toilets, which Cllr Forbes was dealing with.

Cllr Child wished to extend his thanks to the Clerk for swift action in organising the removal of the large sign at Wheal Kitty.

Cllr Brench requested the Clerk chase up Viv Bidgood at Cornwall Highways, regarding the rubbish at Rocky Lane.

Cllr Drew noted the support of Parishioners for the ATM proposal for the village.

Cllr Clark was in contact with Cwll Cllr Mitchell regarding concerns raised about Footpath 22 at Goonvrea .

192/16 APOLOGIES FOR ABSENCE TO BE APPROVED BY THE COUNCIL.

Apologies for absence received and approved from Cllrs Lovering and Kent.

193/16 ACCOUNTS.

Accounts approved. Cllrs Andrew/Forbes.

Cllr Rodda noted that strimming was also required at the Mount Hawke allotment site and car park area. Clerk to request action.

Trenithick

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|-----------|---|--------|--------|
| Residents | Hire of hall for Annual Parish Meeting 25th April | 103863 | £45.00 |
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Association

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| A Baines | Reimbursement for pymt to Currys PC World on behalf of NDP | 103864 | £46.99 |
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NDP BUDGET

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| Royal Mail Group | Response Plus Licence fee - NDP Housing Needs | 103865 | £60.00 |
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Signed by the Chair of the Council on the 23rd May 2016.



Surv.

NDP BUDGET

| | | | |
|---------------------|---|--------|-----------|
| Davies Partnership | Charges for advice re lease of Trelawney Car Park toilets between Cwll Council & Parish Council | 103866 | £192.00 |
| | Refund of deposit for surrendered allotment full plot | | 42/16 |
| Mr Bunt | | 103867 | £50.00 |
| Duchy Cemeterys Ltd | Interment of ashes at Mount Hawke Cemetery | 103868 | £65.00 |
| Viking | 1st & 2nd class stamps, kitchen/toilet supplies, paper, sellotape etc | 103869 | £231.09 |
| South West Councils | Annual associate subscription to March 2017 | 103870 | £434.40 |
| Cory | | | |
| Environmental | Emptying of dog bins - April 2016 | 103871 | £91.20 |
| B White | Accounting tasks undertaken for April 2016 | 103872 | £250.00 |
| C Kalber | Cemetery maintenance - April 2016 | 103873 | £1,025.00 |
| M Herman | Strimming - Gover site/Mt Hawke bus shelter/Mithian allotments | 103874 | £75.00 |
| ADT Fire & Security | Maintenance of Intruder Alarm System to April 2017 | 103875 | £268.99 |
| M Bunt | Reimbursement for pymt to Bluehost for NDP website | 103876 | £133.92 |

NDP BUDGET

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|--------------------|---|--------|---------|
| Print out Printing | Housing Needs Survey for NDP plus envelopes | 103877 | £767.20 |
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NDP BUDGET

RECEIPTS

| | | | |
|--------------------|---|------------|-----------|
| Rental payment | Flat 17B rent - May 2016 payment | £600.00 | GENERAL |
| Cwll Council | Half of Precept payment | £61,557.10 | GENERAL |
| Cormac Solutions | Local Maintenance Partnership pymt - Footpaths | £2,042.00 | GENERAL |
| EDF Energy | Refund following annual review of account - supply to Parish Rooms/office | £160.03 | GENERAL |
| Car park donations | St Agnes collection (x 4 honesty boxes) | £207.63 | CAR PARKS |
| Patchwork group | Hire of Parish Rooms - x 10 bookings | £80.00 | GENERAL |
| Car park donations | St Agnes collection (x 4 honesty boxes) | £157.09 | CAR PARKS |
| Car park donations | Porthtowan collection | £166.00 | CAR PARKS |

194/16 SIGN – GOONOWN LANE.

CLLR LOVERING

In Cllr Lovering's absence, Cllr Slater informed members that no costings had been produced as the sign had yet to be agreed upon. Cllr Slater had since circulated 'Ignore Sat Nav' example signage and requested the Clerk explore the associated cost involved for Council approval.

195/16 LIBRARY/TOILET SERVICES &

CLLRS BUNT/FORBES

CHURCHTOWN TOILETS – CLEANING 2016/17 - CORMAC 3 month contract concludes within 1 month and an alternative needs to be in place.

Cllr Forbes noted his apologies to the Working Party for not having called an earlier meeting following his, and Cllr Bunt's, meeting with Cornwall Council regarding the devolution of services package.

Cllr Forbes, along with Cllr Bunt, proposed that the Parish Council take over the devolution package as described at the extraordinary meeting on 20th April (i.e for the first year, until 1st April 2017, at no cost to the

Signed by the Chair of the Council on the 23rd May 2016.



Parish Council), despite the TUPE implication not being fully resolved. Any outstanding matters could be determined during this year but if this was not the case, the Parish Council could return these assets to Cornwall Council. Agreed unanimously. Cllrs Forbes/Slater. Members also noted that they were satisfied with the current Working Party and wished to thank Cllrs Forbes and Bunt, and Cwll Cllrs Duffin and Mitchell for their efforts.

43/16

196/16 DRIVE WAY ENTRANCE TO THE MUSEUM.

CLLR LOVERING

Awaiting information form Cllr Lovering.

Held in abeyance due to Cllr Lovering's absence from this meeting.

197/16 EXEMPT BUSINESS.

CLLR CHILD

Response from Mrs Mason (Cornwall Association of Local Councils) advised that the existing Parish Council Standing Order covers the Council legally with the flexibility to respond to any situation where the discussion might not be in the public interest. It met the legal definition and quoted the correct legislation (Public Bodies Admission to meetings Act 1960). It was strongly recommended that the Council retain the existing Standing Order which describes the procedure for resolving to exclude the press and public from the discussion.

A short paper/policy, as recommended, to be placed on the website/noticeboard etc by way of an explanation of the rationale for public attendance at meetings and the times when they will need to be asked to leave the room was previously circulated to members for consideration.

Cllr Child explained that following the 'Election of Councillors' meeting last year, it was necessary to increase clarity and add information if it was required, where Exempt Business was concerned.

After a lengthy debate, the Council decided to hold this item in abeyance until the next meeting, in order for members to thoroughly read the document produced by the Clerk and make an informed decision.

Cllrs Forbes/Barrow.

198/16 PLANNING POLICY – WORKING PARTY.

CHAIRMAN/CLLR CHILD

Update from Working Party meeting held 27th April 2016 in regard to consideration of Parish Council Planning Policy when there is a "difference of opinion between the Planning Case Officer and St Agnes Parish Council".

Due to further business to be discussed, the meeting was extended to 9.45 p.m. Cllrs Slater/Andrew.

The Working Party had circulated a proposed Planning Policy document for members to read and approve. Standing Orders were suspended to permit Cwll Cllrs Duffin and Mitchell to provide advice on this matter. Cllrs Bunt Forbes.

Standing Orders were reinstated for the remainder of the meeting. Cllrs Child/Doble.

It was decided to approve and adopt the document for a 3 month trial period, omitting the section which stated that members must provide clear planning reasons for wishing to take an application to committee. It was agreed that the new Planning Policy would ensure members were acting lawfully in submitting comments on an application which had already been democratically voted on. Cllrs Davies/Barrow.

Cllr Forbes requested that members confirm they all agreed and that no one now thought the Council was acting unlawfully, by following the new procedure. All agreed by a show of hands.

In view of the Planning Policy becoming adopted, it was necessary for members to comment on 2 such applications, where there was a difference of opinion between the Planning Case Officer and this Council: Rosemundy House Hotel PA15/07085 – Members agreed to support the Officer's recommendation. Chorlton Junction PA16/01883 – Members agreed to uphold their original decision of objecting to the current application, but were not prepared to take this to the planning committee. Cllrs Forbes/Bunt.

Due to time constraints, Cllr Clark was unable to leave the room with regard to the next item, which was a report by Cllr Doble on the Parish Council's proposed email submission, (previously circulated to all members). Cllr Clark made no comment and took no part in the voting.

199/16 PA15/06299 - MORCLIFF DEVELOPMENT.

Signed by the Chair of the Council on the 23rd May 2016.



Notification that the developer is again appealing the Cornwall Council decision to refuse this application and a request that this Council sends representation to kate.moody@pins.gsi.gov.uk. appeal reference. APP/D0840/W/16/3145163 by 10th May.
Members approved the paper, composed by Cllr Doble in response to the appeal, and agreed it should be sent as soon as possible.
Great thanks were extended to Cllr Doble for her work on this document.

44/16

Due to time constraints, the meeting was adjourned at 9.45 p.m and will reconvene on 16th May 2016 at 7.30p.m to conclude the remaining business.

CONTINUATION OF ST AGNES PARISH COUNCIL MEETING ON 16TH MAY 2016 AT 7.30 P.M.

PRESENT: Mrs Clark (Chair) S. Herman – Clerk to the Council.
Mrs Barrow (Vice – Chair) Minuted by C. Callaway.

Mr Forbes, Mr Child, Mr Brench, Mrs Davies, Mr Aston, Mr Bunt, Mr Drew, Mr Slater, Mr Johns, Mrs Andrew, Mr Lovering, Mrs Doble.

ABSENT: Mr Kent, Mrs Rodda.

200/16 EXEMPT BUSINESS...CONTINUED.

Response from Mrs Mason (Cornwall Association of Local Councils) advised that the existing Parish Council Standing Order covers the Council legally with the flexibility to respond to any situation where the discussion might not be in the public interest. It met the legal definition and quoted the correct legislation (Public Bodies Admission to meetings Act 1960). It was strongly recommended that the Council retain the existing Standing Order which describes the procedure for resolving to exclude the press and public from the discussion. A short paper/policy, as recommended, to be placed on the website/noticeboard etc by way of an explanation of the rationale for public attendance at meetings and the times when they will need to be asked to leave the room was previously circulated to members for consideration.

The Clerk notified members that the paper produced was a discussion document only, but following a lengthy debate, it was decided to forward the suggested amended paper/policy to CALC, requesting they refer it to an expert for comment/opinion.
Cllrs Forbes/Davies.

201/16 MEMORIAL UPDATE.

ADMIN

Awaiting current work schedule from Mr Tresise.
The Clerk informed members that Mr Tresise had advised the Parish Office that his company had recruited more staff for the Summer period in order to make faster progress. Work to Mount Hawke Cemetery memorials would be completed by the end of this month, with a view to then moving on to the remaining memorials in St Agnes Cemetery.
Cllr Forbes raised at this point that following her attendance at a recent 'Burials' training course, Administrative Assistant, Mrs Callaway had documented that the Burial Authority i.e the Parish Council, had only the responsibility to make a Cemetery safe; the memorials remained the responsibility of the individual grave owners. Cllr Lovering noted that there had been no notice period given to the grave owners to carry out the memorial safety inspection and that this matter had already been dealt with and voted upon.

202/16 REFURBISHMENT OF CEMETERY GATES.

Notification that Mr Kalber has been asked to refurbish the gates.
St Agnes Cemetery metal gates – prepare and repaint, £100 wooden gates and kissing gate wood stain. £60
Mt Hawke Cemetery metal gates – prepare and repaint £100.

Signed by the Chair of the Council on the 23rd May 2016.



The Council approved the Clerk's actions.

203/16 LIAISON MEMBER FOR SCHOOL TRAVEL PLAN.

Request by Sustrans Officer, S Pickard, for notification of the nominated member of the Parish Council so that contact can be made to arrange the first steering group meeting.

Cllr Slater requested that the proposed Travel Plan compiled by himself and Cllr Child was made an official suggestion of the Parish Council. Agreed unanimously. Cllrs Doble/Bunt.

It was also unanimously resolved that Cllr Slater would act as the nominated member of the Parish Council to liaise with the Sustrans Officer. Cllrs Doble/Forbes.

45/16

204/16 POLE HILL.

CLLR SLATER

Concern regarding the appearance of the memorial garden. Request that the Parish Council address the issues.

Cllr Slater noted that the memorial garden required some tidying up, as this was Parish Council owned land.

Cllr Bunt agreed to go and view the site and take photographs, in order for members to decide on a required course of action at the next full Council meeting.

205/16 PUBLIC OPEN FORUM/CONSULTATIVE MEETING.

CLLRS SLATER/LOVERING

Awaiting notification of date and venue for the next public consultative meeting.

It was decided to retain the current meeting format. The meeting was proposed for 1st June 2016 in St Agnes Methodist Church. Date and time to be confirmed.

206/16 NDP UPDATE.

CLLR BARROW

Cllr Barrow noted that the Treasurer, Mr Lunn, had secured a £9000 Localities grant payment for the NDP.

Cllr Barrow also noted that Mr Radcliffe had donated £25 he received from the W.I. for one of his NDP talks, to the NDP fund.

Cllr Bunt informed the Council that Parishioners should all have received their Housing Needs Survey by the weekend. He explained that there had been a delay in circulation due to issues with the Leaflet Distribution Company used, resulting in him volunteering to drive to Tiverton to retrieve the outstanding surveys. Cllr Barrow proposed a vote of thanks to Cllr Bunt for his actions. Cllr Johns expressed concern about the content of the Housing Needs Survey and the delay in its distribution around the Parish. Cllr Bunt clarified that the closing date for the receipt of surveys had now been extended to 7th June, in order to give Parishioners additional time to complete them.

Cllr Barrow informed members that 25 volunteers had attended the Local Landscape Character Assessment training.

Cllr Barrow requested Council approval for the NDP to spend in excess of £500 on the production/printing of the forthcoming 'You Decide' questionnaire. Agreed. Cllrs Drew/Forbes.

Next NDP meeting to take place on 8th June 2016 at 7 p.m. in Porthtowan Village Hall.

207/16 BOLSTER ITEMS.

- NDP Localities grant received.
- Notice of extension to deadline for receipt of NDP's Housing Needs Survey and explanation as to why there had been a delay (leaflet distribution company).
- Parish Council taking over toilets and Reppers Coombe car park.
- Mount Hawke 'Litter Pick' on 21st June and Queen's birthday celebration on 19th June.
- Porthtowan Play Park closed due to Health & Safety issues; noted on Council agenda. Thanks to all volunteers involved.

208/16 EXCLUSION OF PRESS AND PUBLIC.

In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Parish Council are invited 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.

Signed by the Chair of the Council on the 23rd May 2016.



Resolved. Cllrs Slater/Drew.

The Chair noted the receipt of 2 staff grievance letters and requested 3 non-Staffing Committee members to meet and review the letters in order to decide if the matter needed to be escalated to either South West Councils or Cwll Council's Legal Team.

It was agreed that Cllrs Bunt, Aston and Andrew would meet and discuss the grievance letters, with the Chair providing them with all the information they would need to make their recommendation.

There being no further business the meeting closed at 8.25 p.m.

Signed by the Chair of the Council on the 23rd May 2016.

A handwritten signature in cursive script, appearing to read 'Jedek', is written in black ink on a white background.