

**Draft Minutes of the July Meeting of St Clement Parish Council
Held at St Clement Parish Hall at 7.30pm on Wednesday 27th July 2016**

Present:

Chairman: Cllr P Thomas;

Parish Councillors: Cllr G Ellis; Cllr C Matta; Cllr T Stevens; Cllr R Tallis, Cllr A Tribute

Cornwall Councillor: Cllr M Eathorne-Gibbons

Clerk: Mrs J Ashley

Members of the public: Mr Clive Jones. Mrs Helen Nicholson.

Public Discussion

The Chairman welcomed those present to the meeting and asked if there were any questions from members of the public present. Mrs Nicholson stated that she had come to give a report on item 7 but also to ask if the Parish Council would give permission for the Church to hold a harvest celebration service at the allotments. It was agreed to allow Mrs Nicholson to speak on these two items. There being no further questions, the Chairman opened the meeting proper.

1 To receive apologies for absence

Cllr T Cowling (work).

2 To receive any Declarations of Interest/requests for dispensations from members

Cllr Matta declared an interest re the Allotments

3 Minutes

The draft minutes of the June meeting as circulated were approved as a true and correct record and signed by the Chairman. Proposed: Cllr GE Seconded: Cllr TS

4 Police

The Clerk reported correspondence from PCSO Sleeman regarding police records relating to the collisions with the bridge at Tresillian. PCSO Sleeman had interrogated one set of records and reported that two collisions were connected with drink driving during the period from 1st January 2005 and 1st January 2011. Unfortunately, the exercise was very time-consuming and she had been unable to continue with it after this point. Cllr Tallis stated that he had reported to 101 the white van driving close to pedestrians in Park Lane, as advised by PCSO Sleeman.

5 Matters Arising

a Allotments

Councillor Matta withdrew prior to discuss of this item. The Clerk reported that she had signed up another new tenant for the allotments. She reported that the allotments had been included in an Open Gardens event organised by residents, which had raised £1,260. The Clerk reported that she had not yet been able to agree a date for a meeting with the Allotments Association to discuss rent levels, as some key members had been unavailable, however she would try to arrange a date before the August meeting so that ways of reducing the grass cutting bill could be discussed before the rents were set. It was resolved to purchase stakes and ties for trees at the allotments where needed (approximately six). In response to Mrs Nicholson's request, it was unanimously agreed to allow the church to hold a harvest celebration service at the allotment site. Cllr Matta returned to the meeting.

b Public Conveniences

The Clerk reported that she asked the solicitors to contact her regarding the lease and that the tank had been emptied.

c Highway Matters

The Clerk reported on a Highways subcommittee meeting held with Mr Bidgood at St Clement Parish Hall on Tuesday 25th July at 3.30pm. The meeting was attended by the Clerk, Cllr Ellis and Cllr Tallis; apologies were received from Cllr Matta and Cllr Thomas. The meeting discussed previously correspondence regarding an 'access only' sign at Devil's Arch and the need to slow traffic before the bridge at Tresillian. Mr Bidgood stated that the Police could not enforce a no-access sign. He gave an update regarding Tresillian Bridge. Cornwall Council were looking at short term measures to highlight the bend, and a longer term option to build out the kerb to create a pedestrian refuge before the bridge so that the road would be seen to narrow in the line of sight of motorists approaching the bridge. Cllr Ellis thought that there would be objections to this as it would impede access for large vehicles going to Fentongollan; the area was also needed for

parking for the church, and especially for funerals. Mr Bidgood said that it looked as if there might be insufficient room for a flashing sign, but he would look at gathering speed data with a camera before the bridge. He had asked the countryside team for an update regarding the condition of the path behind Creekside and on the Park Lane potholes. He was aware of the problems of cars being damaged by chippings by Carland Cross. He agreed to feed back comments from councillors about confusing and insufficient signage around Waitrose, including cars and cycles. It was noted that the road signs for customers exiting the park and ride there referred to Falmouth and Bodmin, but did not mention Truro or Newquay, nor any road numbers. Cllr Ellis asked if he could advise whether there was any signage directing cyclists after they entered the Park and Ride. In response to comments from councillors about ragwort, Mr Bidgood stated that there was virtually no budget for ragwort control, and this was generally now only done where a notice had been served by the minister of Agriculture. Mr Bidgood reported that works in connection with the Traffic Regulation Order had been delayed as there were some items on which agreement had still to be reached with Truro City Council. He agreed to advise the Clerk on the costs of the parish's share of the works and hoped that it would be possible to progress these independently. He noted for action the condition of the road outside the Parish Hall. In response to comments by the Clerk about plant growth around the drains in St Clement, reported by Mrs Eales, he advised that although this was noted, there was now only one maintenance visit per annum. He was aware of the problem of the footpath being obstructed by a branch by Boslowen in Tresillian, and advised that Cormac was in contact with the land owner. Cllr Eathorne-Gibbons agreed to follow up the comments about the lack of signage for cyclists within the Park and Ride site. Cllr Tallis asked if he could ascertain whether cyclists had any way of getting out of the site after the gates were being shut when Waitrose closed, other than via the Tresillian exit.

d Seat Dedication

The Chairman thanked Cllr Ellis and Cllr Tallis for installing the plaque and asked the Clerk to thank her husband for donating the slate.

e Tresillian War Memorial

The Clerk reported correspondence with the church regarding responsibility for the new memorial. The Clerk was asked to write to Lord Falmouth as chair of Trustees of the playing field.

f Purchase of Bench

The Clerk reported that the benches had been ordered and were due to be delivered during the week commencing 8th August. The Clerk was asked to contact Cllr Ellis once a delivery date was known, so that the installation of the benches could be arranged. The Clerk was authorised to purchase plaques for the new benches from Timpson (approximately £20 per plaque). Proposed: GE; seconded: RT.

6 Paperless Planning – to consider the purchase of an A3 printer and laptop.

Councillors considered quotations from Pc world, Currys and Amazon for an HP Pavillion x 360 laptop, being the model selected as being most suitable for its intended use. It was resolved to purchase an HP Pavillion x360 laptop at a cost of £400. Proposed: AT; seconded: CM. It was noted that it might be necessary for the purchase to be made via a business account in order for the Parish Council to be able to recover the VAT.

Cllr Tribute presented quotations for an A3 printer and described the advantages and disadvantages of a shortlist of models. It was resolved to purchase a Canon Pixma 1x6850 A3 photo printer from Argos in the sum of £170.

7 Neighbourhood Plan

The Clerk reported that she had purchased a secondhand lockable cupboard as previously authorised for £150 plus £20 delivery. This was now in the parish hall. Councillors noted the minutes of the July meeting of the steering group, circulated with the agenda and received a verbal report from the councillors present at the meeting. With the permission of the councillors present, Mrs Nicholson presented draft proposals for an initial grant application to Locality to be made in the name of the Parish Council for funding to cover the cost of printing, distributing and interpreting the results of a Neighbourhood Planning questionnaire to be distributed throughout the parish. Five hundred copies would be printed. It was proposed to offer a cash prize of £100 as a prize draw to encourage people to return the questionnaires and also to include a sum for holding public meetings to feedback the results. The initial application would be for between one and two thousand pounds, subject to receipt of a quotation for the

consultancy work on the analysis of the questionnaire results. It was resolved that a grant application should be made to Locality in line with these proposals: proposed: GE; seconded: AT.

It was resolved to reimburse Mrs Hitchcox in the sum of £16 for the cost of hiring Malpas Village Hall on behalf of the group for the April 2016 Neighbourhood Planning event. Proposed: GE; seconded: AT.

It was resolved to adopt the amended Terms of Reference for the Neighbourhood Planning Steering Group, appended to these minutes, as agreed with the group at an extraordinary meeting of 24th May 2016. Proposed: CM; seconded: TS

8 Purchase of a defibrillator.

The Clerk reported correspondence from Mrs Anderson asking the Parish Council to consider the purchase of a defibrillator. She also reported indicative costs of different types of defibrillator and noted that the defibrillators would require ongoing maintenance, e.g. replacement of batteries, electrode pads etc. She also reported advice from the Parish Council's insurers: public liability cover is provided automatically for any asset owned by the council where the council accepts responsibility for maintenance and upkeep. The equipment would need to be added to the council's risk assessment programme; regular visual checks would need to be carried out, instructions would need to remain in place, damage would have to be repaired promptly or the equipment removed until fixed. An additional premium may be required to cover against loss or damage. It was noted that Tresillian Midi group had offered a donation towards the purchase and that other sources of grants were also available. A discussion followed. It was noted that there were many practicalities that would need to be considered before a decision could be made, including the availability of electricity and a suitable telephone connection, responsibility for future maintenance, whether sufficient volunteers would come forward to be involved in the scheme or any training required. It was felt that local people should be involved in any decision about suitable sites for such equipment. It was noted also that if the Parish Council were to consider providing a defibrillator in Tresillian, then it should consider providing equipment in other parts of the parish. Councillors were minded to support the principle, perhaps with a donation, subject to further information and discussion. The Clerk was asked to write to Mrs Anderson suggesting that those who were asking for a defibrillator to be provided should organise a public meeting to discuss practicalities and gauge whether there was sufficient public support to make the idea viable. It was suggested that they should invite a speaker from FLEET to inform the meeting and also invite the Parish Council, who would then consider the matter further.

9 Accounts

a To settle any accounts submitted for payment

The Clerk reported on the financial position of the Parish Council and presented accounts for payment as follows:

Brought forward balances:

Cash in hand	£8.50
Deposit Account (net of unrepresented cheques)	£34,269.17
Current Account:	£ 2,664.59
total brought forward:	£36,942.26

ADD: Income

Allotments rent (July – Sept quarter)	£8.50
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LESS: Expenditure

931 (signed prior to the meeting by PT and TS to enable delivery) Readies Office	
Furniture repurchase of cupboard for Neighbourhood Plan Steering Committee	£170.00
932 J Ashley re Salary	£508.97
933 J Ashley reimbursement: toner; postage; envelopes; memorial plaque (inc VAT £11.88)	£73.31
934 Carnon Valley Transport Ltd re tank emptying St Clement Conveniences	£130.00
935 AJ Tullett re July Grass cutting at allotments	£125.00
936 Mrs Linda Hitchcox. Reimbursement re hire of Malpas Village Hall for Neighbourhood Planning event April 2016	£16.00
Sub-total	£1,023.28

Carried Forward balances	
Cash in hand	nil
Deposit Account:	£34,286.17
Current Account:	£1,641.31
Total available carried forward:	£35,927.48

Proposed: RT Seconded: TS. The Cheques were signed by Cllrs RT and TS.

- b Clerk's report and budget update**
Summarised above.
- 10 Planning Applications**
- a Applications received since the last meeting.**
None
- b Cornwall Council Planning Decisions**
PA16/04773 Victoria Cottage, Malpas. Listed building consent re demolition of two storey flat roof extension and single storey lean-to extension, partial demolition of existing external store and erection of two storey and single storey extension including terraced area. Approved with conditions 20th July 2016.
PA16/03997 and PA16/03996 Pencalenick School. Planning consent and listed building consent for conversion of workshop to form WC and breakout room and insertion of windows in connection with PA15/06490 and PA15/06489. Approved with conditions 8th July 2016.
- c Other Planning Matters**
The Clerk reported that a public consultation on post-hearing changes to the Local Plan was running until 12th August. This was noted. The Planning Enforcement Officer had investigated reports of excavations on Park Farm which appeared to be related to the access to the recently refused site adjoining Bar Meadows, but did not consider that a breach of planning had occurred.
- 11 Cornwall Councillor's Report.**
Cllr Eathorne Gibbons reported on negotiations with various parties with regard to parking at Malpas and noted that ownership of the overgrown hedge was unclear. He reported that a Sustainable Transport Plan document had been produced and that Cornwall Council was currently conducting a governance review. In response to a question from Cllr Ellis, Cllr Eathorne Gibbons thought that a decision on future funding of the toilets at Malpas would not be known until September.
- 12 Correspondence**
- a M Alvey, Cornwall Flood Forum – Trustee information pack. Noted.
 - b G Doherty re Post Office Consultation. Noted.
 - c Sarah Newton MP re PO Consultation. Noted.
 - d Rev Canon L Barley re Tresillian War Memorial. See agenda item.
 - e Cornwall Council Planning Enforcement re Park Farm. See agenda item.
 - f Mrs Shirley Anderson re purchase of defibrillator. See agenda item.
 - g Mr V Bidgood, Cormac re Park Lane and Creekside. See agenda item.
 - h Cornwall Council re Blue Badge parking scheme registration. Noted. Cllr Tallis commented that numerous holidaymakers were receiving parking tickets as parking was free for blue badge holders elsewhere in the country.
- 13 To note any future diary dates**
Sunny Corner opening 3pm Sunday 14th August 2016
Thursday 18th August 2016 7pm St Clement Parish Hall – Neighbourhood Plan Steering Group Meeting
Highways Sub-committee Tues 27th September 2016 3.30pm St Clement Parish Hall
- 14 To agree any items for the next agenda**
It was agreed to include the following:
Allotment rents
Maintenance of seats
Councillors were asked to submit any further agenda items to the Clerk.
- 15 To agree a date for the next meeting.**
The date for the next meeting was agreed as 7.30pm on Wednesday 31st August 2016
There being no further business, the Chairman declared the meeting closed at 9.10pm.