

Minutes of the March Meeting of St Clement Parish Council
Held at St Clement Parish Hall at 7.30pm on Wednesday 29th March 2017

Present:

Chairman: Cllr P Thomas;

Parish Councillors: Cllr T Cowling; Cllr G Ellis; Cllr C Matta; Cllr T Stevens; Cllr R Tallis

Cornwall Councillor: Cllr M Eathorne-Gibbons

Clerk: Mrs J Ashley

police: PCSO D Sleeman

Members of the public: None

Public Discussion

As no members of the public were present, there was no public discussion and the chairman opened the meeting proper.

1 To receive apologies for absence

Cllr A Tribute

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

None

3 Minutes

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

4 Police

PCSO Sleeman reported on changes to liaison arrangements between the police and Parish Councils. A newsletter would be produced quarterly and a PCSO would attend a Parish Council meeting annually, unless there was something specific that the Parish Council wanted to discuss. A new police liaison group was being set up to meet with Parish Council representatives every 6 months or so. The Clerk noted a report from the police: the public were advised to call the RSPCA rather than the police if they were concerned about swans in the road at Malpas. There was a report of a dog attack on sheep at Penair and a loose dog attacking another dog at Trelander.

5 Matters Arising

a Allotments

The Clerk reported that the hedge had been cut back by Mr Tullett and that the trees funded by the Community Chest Grant had been planted. A discussion had been held on site about Polytunnels; the Clerk was asked to ask Truro City Council about their policy on polytunnels.

b Public Conveniences

The Clerk reported that a complaint had been received from the Church that the path out side the conveniences was slippery. The cleaners had treated the algae immediately and councillors had met on site to assess the condition of the path. It was resolved to ask Mr Bray install a lockable tap and Ellis Electrical to install a lockable power point to the conveniences immediately as an emergency measure so that the concrete could be properly power-washed for reasons of safety. Proposed: GE; seconded: RT. The Clerk was asked to obtain a quotation for concrete repairs to the path, so that mud from farm vehicles did not go onto the path.

c Highway Matters

The Clerk reported on a meeting with highways the previous day (see Appendix 1). The Clerk was asked to write again regarding the potholes on Park Lane and to ask if tarmac rather than road planings could be provided. It was noted that 11 or 12 houses were affected; there were about 30 potholes of which at least 3 were significant and had resulted in damage to residents' tyres. Next Highways Meeting to be held on Tuesday 30th May at 2.30pm.

d Benches/ Maintenance

The Clerk reported that she still awaited receipt of a licence agreement from Tregothnan for the proposed bench next to St Clement car park. Cllr Ellis was thanked for putting plaques on the new bench by the quay house and one at Malpas. It was reported that a bench at Malpas (timber with concrete sides) was beyond repair. The Clerk was asked to obtain a quote for removing it and making good the concrete and to order a new seat from Streetmaster in the sum of £560 + £74 carriage plus VAT of the same type that had just been installed at Sunny Corner. The old seat to be written off at the May meeting. Proposed: GE/seconded TC. The Clerk was also asked to obtain a quote for a new

noticeboard at the layby (Truro end) in Tresillian and removal of the two old ones and to report to Cornwall council that the wooden bus shelter needed cleaning.

6 Neighbourhood Plan

The Clerk reported that the questionnaire feedback meetings had taken place and the final grant claim had been submitted; there was a small underspend which would now have to be repaid (£45.18). It was agreed to reimburse Mrs Jones for a printer cartridge in the sum of £15.93. Proposed: GE; seconded: TC. The Clerk was asked to compliment the steering group on their efforts in organising the recent public events.

7 Requests for grants

a Request for grant towards the cost of a building survey of the Parish Hall

The Clerk presented a written request from the Parish Hall committee for a grant towards the cost of a building survey of the Parish Hall as part of an options appraisal exercise in anticipation of a possible major works project. It was resolved that the Parish Council would pay for the survey by David Scott in accordance with his quotation of £250 plus VAT (s137 LGA 1972). Proposed: GE; seconded: TC.

b Request for grant towards the cost of engraving of new Tresillian War Memorial.

It was resolved to make a donation in the sum of £279.80 towards the cost of engraving the war memorial (s137 LGA 1972), representing the shortfall in public donations for the project, to be paid to Mr George Doherty who had forward funded the work out of his own pocket at a total cost of £980, and also to reimburse Mr Doherty in the sum of £470, representing £400 received by the Parish Council as a Community Chest Grant for the project and £70 in cheque donations received by the Parish Council from Mr Brush and Mr Stevens, making a total of £749.80 to be paid to Mr Doherty. Proposed: GE/ seconded: TC. The Clerk was asked to request that if any further public donations were received that these be reimbursed to the parish council.

8 Business Rates Consultation

It was resolved to support the recommendations by NALC that Parish should retain 5% of business rates raised in their local area; that full rate relief should be granted on public conveniences owned and managed by parishes and that Parishes should, like churches, be granted mandatory rate relief on non domestic rates payments on community facilities they own or manage, including cemeteries, although the clerk was asked to comment that the effects on precepts were uncertain as some rural parishes might not raise any business rates Proposed: GE; seconded: CM

9 Review of Financial Regulations

It was resolved not to amend current financial regulations, but to review the situation following the forthcoming elections. Proposed: GE; seconded: TC.

10 Churchyard Grass Cutting Agreement

It was resolved to authorise the chair and Clerk to sign the Grass Cutting Agreement with Cornwall Council in respect of the closed churchyard at St Clement for 2017 on behalf of the Church who would act as subcontractors to cut the grass and to pass on the grant to the church in due course once received. Proposed: GE/seconded: TC. The Agreement was signed at the meeting by the chair and witnessed by the Clerk.

11 Annual Review of Fixed Asset Register

It was agreed to write off the following items:

Old laptop (now replaced).

WI Bench – Tresillian Riverside (now replaced)

It was agreed to remove and write off the following items at the May meeting

Concrete Bench at Malpas

Large and small noticeboards in the layby at Tresillian (Truro end)

It was noted that the following items had been acquired during the year:

A3 printer

Laptop

Cupboard

LitterBin (sunny Corner)

Bench (Sunny Corner)

Bench (Tresillian Riverside)

Bench (by old Quay, St Clement river path), dedicated to Mr Hendra.

Proposed: GE/seconded: TC.

12 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: (net of unrepresented cheques)

Deposit Account	£29,743.54
Current Account:	£ 3,465.74
total brought forward:	£33,209.28

ADD: Income

Nil

LESS: Expenditure

Cheques signed prior to the meeting (signed by TC and TC).

Chq 986 Edf Energy Customers re Electricity, St Clement Conveniences (VAT) £48.23

Cheques presented for signature at the meeting

987 A Tullett re allotments grass cut and Hedge trim	£225.00
988 Cornwall Council re Malpas Conveniences running costs (to 31 March)	£870.00
989 J Ashley re stationery (£28.74 inc £4.79 VAT) plus March salary £508.97	£537.71
990 Truro City Council re cleaning St Clement conveniences (inc VAT £90)	£540.00
991 Cormac Solutions Ltd TRO construction and lining (inc £250 VAT)	£1500.00
992 National Allotment Society re Annual Membership (inc £11 VAT)	£66.00
993 St Clement Parish Hall Committee re Annual Hall hire £400 and £15 for Neighbourhood Plan questionnaire feedback public event	£415.00
994 Tresillian Village Hall Committee – hire of tables (public event at Audi Garage)	£10.00
995 L Jones – Neighbourhood Plan expenses (printer cartridge)	£15.93
996 BJ Press Ltd- print posters/booklets for Neighbourhood plan (inc VAT £3.60)	£51.60
997 Mr G Doherty re war memorial engraving (reimbursement of grants and public donations £470 plus Parish Council donation s137 LGA 1972 £279.80)	£749.80
998 Groundwork UK Reimbursement of underspent grant (Neighbourhood Plan)	£45.18

Sub-total £5074.45

Inter- account transfer

from deposit account:	£4,000.00
To current account:	£4,000.00

Carried Forward balances

Deposit Account:	£25,743.54
Current Account:	£2,391.29
Total available carried forward:	£28,134.83

Proposed: TC Secoded: TS who also signed the cheques.

b Clerk's report and budget update

See above. The Clerk reported that a remittance advice had been received from Cormac regarding payment of the grass cutting grant for 2016, but that this had not yet reached the parish Council's bank account. The Clerk reported that the Annual Return form had been received and reminded councillors of the arrangements for submitting nomination forms for the forthcoming elections Proposed: GE/ seconded: TC.

c Appointment of Internal Auditor

The Clerk reported that Mr Steven Hudson had been recommended by CALC, being well qualified as an accountant and also as Parish Clerk for Ludgvan. It was resolved to accept Mr Hudson's quotation in the sum of £125 plus VAT to audit the annual return and to formally appoint him as internal auditor Proposed: GE; seconded: TC.

13 Planning Applications

a Pre-applications (information)

PA17/00782 Park Farm. Pre- application advice for amendments to planning approval PA12/07541 requesting permission to vary the forms of the approved domed ecolodges. Noted. Councillors commented that a gate to the 'open access land' had been wired shut.

b New applications

PA17/01135 Riverside Retreat, Malpas. Replace old garden room with slightly larger outbuilding. Visited by subcommittee (GE/TS/RT); it was resolved to offer no objection. Proposed: GE; seconded: RT. All in favour.

PA17/000796 Penair Bungalow, Penmount. Exception notice to remove trees to the north of Penair Bungalow. (information). Noted.

PA17/02474 The Caravan, Penmount Farm, Penmount. Replacement of static caravan (with certificate of lawful use PA16/06897) with four bedroom two storey dwelling. Deferred for site meeting (PT/ RT/ TC/ CM). Clerk to contact agent to request meeting at 5.30pm 5th April.

PA17/01861 Gladstone Cottage, Malpas. Proposed new garage. (subcommittee decision RT/GE/PT). It was resolved to offer no objection. Proposed: GE/seconded: RT. All in favour.

b Cornwall Council Planning Decisions

PA17/01135 Riverside Retreat, Malpas. Replace old garden room with slightly larger outbuilding. Approved Monday 13th March 2017.

PA17/00547 Malpas Marine, Malpas. Erection of 2 Storey office/chandlery/workshop building, extension of quay, provision of quay, associated works. Approved Tuesday 7th March 2017.

PA16/12014 1 Riverside Cottage, Tresillian Refurbishment of existing property, demolition of rear greenhouse, construction of single storey rear and side extension. Change of use A1 to D1 for children's nursery. Approved Tuesday 7th March 2017.

c Other Planning Matters

The Clerk stated that she had been contacted by Mr Nicholson who wished to present proposals for a forthcoming planning application by Camp Kernow, to include a new structure and a windmill, as well as to extend the current permission for the project. It was agreed that Mr Nicholson should be invited to the April meeting.

14 Cornwall Councillor's Report.

Councillor Eathorne Gibbons reported on recent developments in the Corserve and also progress with the integration of health and social care. The pre election purdah period meant that the number of council meetings was reduced. Cllr Eathorne Gibbons confirmed that he would be standing for re-election. He continued to pursue the matter of the Rugby Club misaligned light.

15 Correspondence

- a St Clement Parish Hall Committee – Request for grant for survey. See Agenda item.
- b Grant Thornton – Annual Return Form. Noted.
- c Cornwall Association of Local Councils (CALC) re confirmation of Section 137 Local Government Act 1972 spending limit for 2017/2018 as £7.57 per elector. Noted.
- d Mr C Stephens, Tresillian PCC. Letter of thanks for contribution towards the cost of emergency roof repairs and churchyard upkeep. Noted.
- e Cornwall Council re funding for CCTV. Noted.
- f Information Commissioner. Confirmation that the Parish Council's data protection registration is renewed until 8th April 2018.
- g Cornwall Council re Grass Cutting Agreement. See Agenda Item.
- h National Association of Local Councils re referendum requirements and the need for restraint in setting precepts. Noted.
- i Cornwall Council re Consultation on draft Customer Promise. Noted.
- j Cornwall Council re advance notice of Code of Conduct Training 19th May 2pm – 4pm also 19th October. It was noted that this was mandatory for all new councillors.
- K Mr and Mrs Eales re copy correspondence with Cormac about brambles on verges. Noted.
- l J Pollard, Cornwall Council. Response to Parish Council letter re City of Culture Bid. Noted.
- m Mr P Caruana, Friends of Sunny Corner, re insurance costs for volunteers and request for Parish Council assistance. The Clerk was asked to clarify the parish boundary and to seek the view of the council's insurance brokers.
- n Cornwall Council re Open Day, Truro Day Centre for Adults with Learning Disabilities, Wed 12th April 10am -12 noon. Noted.
- o Tresillian Allotments Association re thanks for assistance in providing trees for Community Orchard and to Cllr Thomas for helping with planting. Noted.
- p Mrs Hendra. Letter of thanks to Parish Council and especially Cllr Ellis for installation of

memorial seat . Noted.

q G Leeson, Cormac re Traffic Regulation Order works. Noted.

r Mr G Doherty re War Memorial. See agenda item.

s M Sayers, Police re invitation for Parish Council to send representative to local liaison group for Truro policing area. First Meeting to be held 24th April 11am, Truro Police Station.

t Cllr M Harris, St Mewan re petition 'Demand a Fit for Purpose Cornwall Planning Policy'. Noted.

16 To note any future diary dates

6th April 7.30pm Neighbourhood Plan Meeting.

30th May 2017 2.30pm Highways Sub-committee (Parish Hall).

Penmount Site Meeting: 5th April 5.30pm to be confirmed.

17 To agree any items for the next agenda

Councillors were asked to submit any agenda items to the Clerk.

18 To agree a date for the next meeting.

The date for the next meeting was agreed as 7.30pm on Wednesday 26th April 2017.

There being no further business, the chairman declared the meeting closed at 9.50pm.

**Notes of a Meeting of the Highways Sub-Committee of St Clement Parish Council on
Tuesday 28th March 2017, St Clement Parish Hall.**

Present: Cllr P Thomas; Cllr G Ellis, Mrs J Ashley (Clerk) and Mr V Bidgood (Cormac).

1. Apologies.

Apologies were received from Cllr Tallis

2. Highway matters

Potholes, Park Lane. The Clerk reported that an offer of road planings had been received from Mr Bayes, however councillors expressed concern that these would not last. Mr Bidgood said that it was not a maintained highway; private owners could commission work privately, but no funding was available from Cornwall Council.

Tresillian Bridge. Mr Bidgood reported the results of speed surveys taken on the bend and slightly up the road. These showed high levels of compliance with the speed limit (nothing over 40mph over an 8 day period), suggesting that speed was not the root cause of the problem. Minor amendments had been made to the design of the proposed road works (more hazard markers and a bollard behind the trief kerb) and construction was likely to take place in October/November. Mr Bidgood agreed to forward a sketch of the final design to the Clerk.

Traffic Regulation Order works. These were expected to be completed by Easter.

Damaged fencing by cyclepath, Tresillian. Other work due to be completed by the financial year end would take immediate priority, and works to the fencing would be completed after these.

Road to Idless past Crematorium. Cllr Thomas raised drainage problems. Mr Bidgood reported that works were in hand and that the problem was caused by a gully being set at the wrong level.

Newquay road traffic lights. It was reported that the filter was not coming on to allow traffic to turn right (from Tresillian) into Newquay Road.

Handrail, Polsue Estate. Mr Bidgood agreed to provide a new quotation for this.

Verges/hedge trimming. Mr Bidgood agreed to provide a notebook to the Clerk.

3. Date of Next Meeting

Tuesday 30th May 2017 2.30pm, St Clement Parish Hall.