**MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL**

**HELD IN THE STITHIANS CENTRE ON**

**TUESDAY 17th JANUARY 2017 COMMENCING AT 7.00pm**

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|  | ATTENDANCE:  Councillors present were:  Cllr P Blease (Chair), Cllr Mrs V Kavanagh, Cllr Mrs J Thomas, Cllr H Jones, Cllr Mrs T Lucioni, Cllr Mrs G Scott, Cllr B Gilbert, Cllr P Sims, Cllr J Burley, Cllr Mrs R Wood and Cllr W Thomas.  The Clerk was also present as was Cornwall Cllr John Thomas to the point mentioned.  Members of the public present were Mr & Mrs Stubbs, Mr & Mrs Bell, Mr Brian Piper, Mr Martin Body, Mr Paul Gluyas, Jayne Brush and Marlene Brush to the points mentioned. |
| 1. | APOLOGIES  Apologies were received Rod Davis who was ill. |
| 2. | URGENT ITEMS  The Clerk advised that he had received no notification of any urgent items. |
| 3.  3.1  3.2 | DECLARATIONS OF INTEREST ETC.  As an immediate neighbour, the Chairman declared an interest in agenda item 13.3((b), a planning application relating to 2 Glendor, New Road.  There were no written requests for dispensation to speak at the meeting. |
| 4.1  4.1.1  4.1.2 | MINUTES OF THE DECEMBER 2016 COUNCIL MEETING  The Clerk advised that he was not aware of any suggested amendments to the Draft Minutes circulated prior to the meeting.  **RESOLVED to accept the minutes of the Council Meeting held on 14th December 2016 as a true record of the proceedings.**  ***Proposed by Cllr Gilbert, seconded by Cllr Mrs Kavanagh and carried unanimously by those who voted. Having not been at the meeting Cllrs Mrs Thomas and Mrs Lucioni did not vote.***  **MINUTE 01/01/17**  The Chairman duly signed the minutes as a true record of the proceedings. |
| 5  5.1 | MATTERS ARISING FROM THE MINUTES OF THE DECEMBER 2016 COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA  There were no matters arising from the meeting held on 14th December 2016. |
| 6  6.1 | CORNWALL COUNCILLOR JOHN THOMAS  Cllr Thomas advised that he would speak as and when required during the meeting. |
| 7.  7.1  7.1.1 | POLICE & NHW  *Police & NHW Liaison Officer:*  The Chairman presented his report, a copy of which is appended to these minutes.  **This was duly noted.** |
|  | The Chairman closed the meeting at this point at 19.05 to allow Public Participation. |
| 8.  8.1  8.2.1  8.2.2  8.2.3  8.2.4  8.2.5  8.2.6  8.3  8.4  8.5  8.6  8.7.1  8.7.2  8.7.3  8.7.4 | PUBLIC PARTICIPATION  Mrs Stubbs advised that she was attending the meeting in connection with her planning application relating to Penhallow Barn, Trewithen and gave a brief outline of the background to the application and the reasons therefor. The Clerk advised Members that a copy of a detailed e-mail from Mrs Stubbs was appended to the report to be considered later in the meeting.  Paul Gluyas commented on the estimated costs for the new cemetery as detailed in the report for consideration later in the meeting. He was of the opinion that there was no need for any edging to either the cemetery paths or the public footpath.  He also suggested that there was no need to tarmac either the cemetery path or the car park and that it would be sufficient to provide a rolled stone finish.  He also questioned the need for a Cornish hedge between the cemetery and the car park and suggested a fence instead.  All of these, he suggested, would save considerable amounts of money.  Mrs Stubbs was of the opinion that tarmac was necessary for ease of use by wheelchairs.  It was agreed that these points would be discussed by the Cemetery Working Group at its next meeting.  Brian Piper advised that he was attending in connection with the Stithians Energy Group  Diane and John Bell and Jayne Brush advised that they were attending to hear the debate about the Post Office.  Martin Body advised that he was attending in connection with the possible proposal for a Sports Hall.  Messers Hearn advised that they were attending in connection with Michael Hearn’s planning application for a building to accommodate his wood cutting business at Higher Trolvis Farm.  The Chairman outlined the background to Michelle Firminger’s decision to close “At Your Convenience” and advised that the Post Office were keen to reopen an outreach facility as soon as possible on a temporary basis until such time as it was advertised on a permanent basis.  He further advised that two people were interested and that there were two possible premises – the Shop and the Stithians Centre with the former being offered rent-free.  Diane Bell hoped that some facility would be made available soon as the village needed a post office.  Cllr John Thomas asked about the future of the building and the Chairman advised that it was now a very useful asset and that it was hoped to rent it out. |
|  | There being no other matters raised under Public Participation, the Chairman thanked those present for their input and reopened the meeting at 19.25. |
| 9.  9.1  9.2 | THE FUTURE OF POST OFFICE SERVICES IN STITHIANS  The Chairman spoke to his report, a copy of which is appended to these minutes, most of which had been covered in the public part of the meeting.  **RESOLVED:**   1. **To note and approve the content of the report.** 2. **To advertise the premises previously known as “At Your Convenience” for rent on the website, notice boards and the actual premises.**   ***Proposed by the Chairman, seconded by Cllr Mrs Scott and carried unanimously.***  **MINUTE 02/01/17** |
| 10.  10.1  10.1.1 | TRANSPORT *Transport Representative’s Report:*  Rod Davis, the Council’s Transport Representative, having given his apologies, was not present at the meeting. |
| 11.  11.1  11.2  11.3  11.4  11.5  11.6 | PARISH DEVELOPMENT WORKING GROUP  The Chairman presented his report, a copy of which is appended to these minutes.  Members were concerned about the possible capital cost and on-going maintenance and staffing costs.  All agreed that it was vital to establish if there really was a demand for such a facility in Stithians.  The Chairman permitted Martin Body to speak and he gave on outline of his background and involvement in similar projects. He advised that the biggest hurdle was not the capital cost but the revenue costs involved in keeping the facility operating.  He agreed to serve on any working group which may be set up.  **RESOLVED to set up a Working Group to further consider the provision of a Sports Centre comprising the Chairman, Martin Body and Cllrs W Thomas, Mrs Lucioni, Mrs J Tomas and Mrs Wood.**  ***Proposed by the Chairman, seconded by Cllr Gilbert and carried unanimously.***  **MINUTE 03/01/17** |
| 12.  12.1  12.1.1  12.1.2 | CLERK’S REPORTS  *The Council’s Current Financial Position:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED to note the Council’s current financial position.**  ***Proposed by Cllr Gilbert, seconded by Cllr Mrs Lucioni and carried unanimously.***  **MINUTE 04/01/17** |
| 13  13.1  13.1.1 | PLANNING  *Notification of Planning Decisions Received:*  The Clerk drew the meeting’s attention to the table of planning decisions, a copy of which is appended to these minutes and advised of the decisions made in respect of the six applications highlighted therein.  **This information was duly noted.** |
| 13.2  13.2.1 | *Notification of Planning Decisions received after publication of the agenda:*  The Clerk advised that since the publication of the agenda he had not been informed of any further planning decisions.  **This information was duly noted.** |
| 13.3 | *Planning Applications Received:* |
| 13.3(a)  13.3(a).1  13.3(a).2  13.3(a).3 | PA16/11334 – Mr M Hearn – Construction of Building for Storing & Cutting Firewood – Land SE of Higher Trolvis Farm.  The Chairman presented his report, a copy of which is appended to these Minutes.  Members discussed the implications as regards the appearance of the building, traffic and noise and took into account comments made by a neighbour, Mr Ian Almond.  **RESOLVED to support the application subject to satisfactory proposals being submitted and approved relating to screening, parking arrangements and toilet facilities.**  ***Proposed by the Chairman, seconded by Cllr W Thomas and carried. Cllr Sims voted against the proposal.*** **MINUTE 05/01/17** |
| 13.3(b)  13.3(b).1  13.3(b).2  13.3(b).3 | *PA10/12001 – Mrs D Clements-Mowbray – Demolition of single storey rear extension and replacement with two storey extension – 2 Glendor, New Road:*  The Chairman, having declared an interest in this item, left the room during its consideration and the Vice Chairman chaired the meeting for this item.  The Vice Chairman presented his report, a copy of which is appended to these Minutes  **RESOLVED to support the application.**  ***Proposed by the Vice Chairman, seconded by Cllr Mrs Kavanagh and carried unanimously.*** **MINUTE 06/01/17** |
| 13.3(c)  13.3(c).1  13.3(c).2  13.3(c).3 | *PA16/11718 – Mr & Mrs N Stubbs – Retention & completion of dwelling & construction of detached garage – Penhallow Barn, Trewithen Moor:*  The Chairman presented his report, a copy of which is appended to these Minutes.  Members duly noted the comments made by Mrs Stubbs in the public part of the meeting and her written comments appended to the report.  **RESOLVED to support the application.**  ***Proposed by Cllr Gilbert, seconded by Cllr Jones and carried unanimously.*** **MINUTE 07/01/17** |
| 13.3(d)  13.3(d).1  13.3(d).2  13.3(d).3 | *PA16/11749 – Condy & Hooper Ltd – Construction of detached dwelling & garage to replace existing dwelling – Lanefield, Carn:*  The Chairman presented his report, a copy of which is appended to these Minutes.  Members were concerned about the position of soakaways and noted that the only objection related to a desire that the entrance should be further down the lane.  **RESOLVED to support the application.**  ***Proposed by the Chairman, seconded by Cllr Mrs Kavanagh and carried. Cllrs Sims and Mrs J Thomas voted against the proposal.*** **MINUTE 08/01/17** |
| 13.3(e)  13.3(e).1  13.3(e).2 | *PA16/12066 – Mr & Mrs Stephens – NMA to glazing, materials and garage to PA15/02272 – Relocation of agricultural dwelling – Tretheague Farm:*  The Chairman presented his report, a copy of which is appended to these Minutes.  **RESOLVED to support the application.**  ***Proposed by Cllr Gilbert, seconded by Cllr W Thomas and carried unanimously.***  **MINUTE 09/01/17** |
| 13.3(f)  13.3(f).1  13.3(f).2  13.3(f).3 | *PA16/11153 – Mr D Hand – Change of use of land to domestic curtilage and construction of garage with store over – Farr View Cottage, Tubbin Hill:*  The Chairman presented his report, a copy of which is appended to these Minutes.  There was considerable debate over the size of the building and its construction.  **RESOLVED NOT to support the application as both the footprint and height of the building are too big for the size of the plot and it is bigger than necessary in order to accommodate the two vehicles as mentioned in the application.**  ***Proposed by the Chairman, seconded by Cllr W Thomas and carried unanimously by those who voted. Cllr Gilbert did not vote.***  **MINUTE 10/01/17** |
|  | Mr & Mrs Bell left the meeting at this point at 20.15. |
| 13.3(g)  13.3(g).1  13.3(g).2  13.3(g).3 | *PA16/12123 – Mr M Heap – Cert. of Lawfulness for conversion of outbuildings to self contained dwelling used as holiday let – Little Trebost, Trebost Lane:*  Cllr Jones presented his report, a copy of which is appended to these Minutes.  There was discussion over whether or not any restriction of use should be requested.  **RESOLVED to support the application.**  ***Proposed by Cllr Gilbert, seconded by Cllr Mrs J Thomas and carried unanimously.***  **MINUTE 11/01/17** |
| 13.4  13.4.1  13.4.2  13.4.3 | *Planning Applications Received after Publication of the Agenda:*  The Clerk advised that he had received no planning applications since the publication of the agenda.  He did advise, however, that he had been informed by the applicant that a full application for the erection of a telecoms mast at the telephone exchange was to be submitted shortly, it already having been the subject of a Pre-application which had been considered by the Council at the November meeting.  He further advised that the applicant had considered the suggestion of siting the mast at the Showground but that would give insufficient coverage. The Glebe had also been consulted but would not entertain its siting at either the Cricket Field or the Rugby Field. |
| 14  14.1  14.1.1 | LICENSING  *Licensing Applications:*  Members considered the Clerk’s report, a copy of which is appended to these minutes.  **This was duly noted.** |
|  | Cornwall Councillor John Thomas and all other members of the public except Brian Piper left the meeting at this point at 20.40. |
| 15  15.1.1  15.1.2  15.1.3  15.1.4  15.1.5 | NEW CEMETERY  The Clerk presented his report, which included notes of the Cemetery Working Group Meeting held on 5th January copies, of both of which are appended to these minutes.  He advised that the Chairman was to meet a representative from SWW on 19th January for him to inspect the work so far and to advise what else was necessary prior to cleansing and connection.  The Chairman advised that Mr Hearn, the owner of Trolvis Quarry, had offered to supply stone for the Cornish Hedge.  Cllr Mrs V Kavanagh advised that one of the items identified in the Parish Plan Questionnaire as being on a “wish list” for the playing field was the installation of a zip wire and suggested that excavated soil form the cemetery might be used to create the necessary mound.  **RESOLVED:**   1. **To note and accept the content of the report and notes of the Cemetery Working Group Meeting held on 5th January 2017 along with the additional information given to the meeting.** 2. **That a further meeting of the Cemetery Working Group be held at 9.30am on Thursday 26th January 2017.**   ***Proposed by Cllr Gilbert, seconded by Cllr Burley and carried unanimously.***  **MINUTE 12/01/17** |
| 16  16.1 | FOOTPATHS, HIGHWAYS & ENVIRONMENT PORTFOLIO  *Environment Portfolio Holder’s Report:*  Cllr Mrs J Thomas, the Portfolio Holder, did not have a written report. |
| 16.2  16.2.1  16.2.2  16.2.3  16.2.4 | *Meeting with Cormac Area Manager- 10th January 2017:*  The Clerk presented his report, a copy of which is appended to these minutes.  He pointed out the three items needing Council Approval.  It was pointed out that the salt bin at Foundry Hill was full of water  **RESOLVED:**   1. **To note and accept the content of the notes of the meeting with the Cormac Area Manager held on 10th January 2017.** 2. **To write to the owner of Crane Garage requesting that verges and highways are not used for the storage of vehicles and to ask him for the make and registration number of those vehicles park there and which are not his.** 3. **That future communications on highway matters be channelled to Cornwall Council/Cormac through the Clerk.** 4. **To purchase a 0.28 cubic metre salt bin (Dimensions mm L x W x H 1085 x 500 x 730) filled with 340 kg of road salt from Cormac in the sum of £164.87 inclusive of VAT and delivery.** 5. **That the Clerk write to the Call Centre at Pelean Cross requesting their co-operation in the parking of staff cars so as not to cause obstruction.** 6. **That the Chairman inspect the salt bin at Foundry Hill to identify an appropriate course of action.**   ***Proposed by the Chairman, seconded by Cllr Mrs J Thomas and carried unanimously.***  **MINUTE 13/01/17** |
| 16.3  16.3.1  16.3.2 | *Toilets – Installation of Hand Dryer:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED to accept the quotation of £150 from Cllr Gilbert for the installation of a hand dryer in the public toilet.**  ***Proposed by Cllr Mrs Lucioni, seconded by Cllr Mrs J Thomas and carried unanimously by those who voted. For obvious reasons, Cllr Gilbert neither took part in the debate nor voted on the proposal.***  **MINUTE 14/01/17** |
| 16.4  16.4.1  16.4.2 | *Re-carving of Milestones:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED:**   1. **To note the request from the Milestone Society for funding towards the re-carving of two milestones on the A394 and to defer any decision until such time as the amount of money concerned is known.** 2. **To suggest the re-carving of the milestones as a subject for an up-coming BBC TV show, Repair Shop.**   ***Proposed by Cllr W Thomas, seconded by Cllr Mrs J Thomas and carried unanimously.***  **MINUTE 15/01/17** |
| 16.5  16.5.1  16.5.2 | *Land Behind “At Your Convenience”:*  The Chairman presented his report, a copy of which is appended to these minutes.  **RESOLVED:**   1. **That Cllrs W Thomas and Mrs J Thomas investigate ownership of the land surrounding the driveway to Crellow House and other dwellings as detailed in the report and report to a future meeting.** 2. **That the Clerk ascertain the name of the person he tried to contact several years ago in this regard and supply the details to the above Councillors.**   ***Proposed by Cllr Gilbert, seconded by Cllr Mrs Lucioni and carried unanimously.***  **MINUTE 16/01/17** |
| 16.6  16.6.1  16.6.2 | *Stithians Energy Group:*  The Clerk presented his report, a copy of which is appended to these minutes.  The Chairman invited Brian Piper to speak and he gave a brief overview of what he anticipated would be involved.  **RESOLVED:**   1. **To approve the two documents presented to the meeting appertaining to the setting up of a Stithians Energy Group.** 2. **To agree to support the Stithians Energy Group as much as possible.** 3. **That the Chairman represent the PC on the Stithians Energy Group and to agree that all Councillors should be encouraged to sign up to it in a private capacity.** 4. **To grant Mr Brian Piper, when acting on behalf of the Stithians Energy Group, dispensation to speak at Parish Council meetings.**   ***Proposed by the Chairman, seconded by Cllr Mrs Wood and carried unanimously by those who voted. Cllr Sims did not vote.***  **MINUTE 17/01/17** |
| 16.7  16.7.1  16.7.2  16.7.3 | *Notice Boards:*  The Clerk presented his report, a copy of which is appended to these minutes.  He advised that the window to be used as a notice board was now stored in the pavilion.  **RESOLVED to note and accept the content of the report on Council Notice Boards along with the update given.**  ***Proposed by Cllr Gilbert, seconded by Cllr Jones and carried unanimously.***  **MINUTE 18/01/17** |
| 16.8  16.8.1  16.8.2  16.8.3 | *Post Boxes:*  The Chairman advised that there had been no progress as regards the reinstatement of the post box at Hendra Close at Hendra Close and had followed up the matter again but with no success.  He further advised that he had been informed of some long-standing damage to the post box at Foundry and had also asked for this to be rectified.  **RESOLVED to note the information given to the meeting by the Chairman.**  ***Proposed by the Chairman, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 19/01/17** |
| 17  17.1  17.1.1  17.1.2 | PLAYING FIELD PORTFOLIO *Playing Field Progress Meeting –9th January 2017:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED to note and agree the content of the notes of the Playing Field Progress Meeting held on 9th January 2017 and the actions contained therein with particular reference to any financial implications.**  ***Proposed by* *Cllr Jones, seconded by Cllr Gilbert and carried unanimously.***  **MINUTE 20/01/17** |
| 18  18.1  18.1.1  18.1.2 | CONSULTATIONS *Cornwall Council - Cornwall Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule Consultation:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED** **to agree, rather than responding individually, that Stithians Parish Council will support the views of the Mining Villages Regeneration Group on Cornwall Council’s consultation in respect of the Community Infrastructure Levy.**  ***Proposed by* *Cllr Gilbert, seconded by Cllr Mrs J Thomas and carried unanimously.***  **MINUTE 21/01/17** |
| 19  19.1  19.1.1 | PUBLIC RELATIONS  *Parish Council Website:*  The Chairman presented his report, a copy of which is appended to these minutes  **This was duly noted**. |
| 20  20.1  20.2 | REPORTS OF COUNCIL REPRESENTATIVES ON OUTSIDE BODIES  *MVRG:*  No meeting had taken place, the next being due on 19th January.  *Stithians Centre Management Committee:*  Cllr Jones advised that nothing of relevance to the Council had been considered by the Committee. |
| 21  21.1  21.2  21.3 | CORRESPONDENCE  The Clerk presented his report, a copy of which is appended to these minutes.  He also presented his report on correspondence received since publication of the agenda, a copy of which is appended to these minutes.  **RESOLVED:**   1. **To note receipt from CALC of Edition 24 of their weekly newsletter.** 2. **To note receipt from Cornwall Council of a special bulletin of their Communities & Devolution Newsletter dated 16th December 2016.** 3. **To make a donation of £100 to the Cornwall Air Ambulance.** 4. **To note receipt of the Police & Crime Commissioner’s Report for December 2016.** 5. **To note receipt from Cornwall Council of their Communities & Devolution Newsletter dated 23rd December 2016.** 6. **To note receipt from CALC of Edition 25 of their weekly newsletter.** 7. **To note receipt from Cornwall Council a special edition of their Communities & Devolution Newsletter dated 12th January 2017 relating to the devolution of the Library and Information Service** 8. **To note receipt from CALC of Edition 26 of their weekly newsletter.** 9. **To note information received from Cornwall Council on the forthcoming Cornwall and Parish Council elections.**   ***Proposed by* *Cllr Mrs J Thomas, seconded by Cllr Gilbert and carried unanimously.***  **MINUTE 22/01/17** |
| 22 | URGENT ITEM The Clerk advised that there were no urgent items for consideration at this point in the meeting. |
| 23  23.1  23.2  23.3  23.4 | AUTHORISING OF PAYMENTS The Clerk presented his report, a copy of which is appended to these minutes.  He also presented his report on payments resulting from invoices received since the publication of the agenda, a copy of which is appended to these minutes.  He reminded Members of their decision under Minute 22/01/17(3) to make a donation of £100 to the Cornwall Air Ambulance.  **RESOLVED to approve payment of the sums shown in the reports totalling £6,300.19 including a donation of £100 to the Cornwall Air Ambulance.**  ***Proposed by Cllr Gilbert, seconded by Cllr Jones and carried unanimously.***  **MINUTE 23/01/17** |
| 24 | ITEMS FOR NEXT MEETING  The following items were identified for discussion at the December meeting:   * Social Media – Cllr W Thomas to report. * Litter between Pelean Cross and the village – Cllr Burley to report. |
| 25 | PRESS RELEASE  It was agreed that there was no need for a press release. |
| 26 | DATE OF NEXT MEETING  It was agreed that the next Council Meeting would take place on Tuesday 21st February 2017 at 7pm in the Stithians Centre. |
| 27 | CONFIDENTIAL ITEMS  The Chairman proposed, seconded by the Vice Chairman, that the Press and Public be excluded from the meeting at this point (21.40) on the grounds that there was likely to be a disclosure to the public of exempt information of at least one of the following descriptions:   * Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. * Information which reveals that either Cornwall Council or Stithians Parish Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person or to make an order or direction under any enactment. * Personal matters relating to a member of staff. * Confidential matters relating to a local business.   **This was unanimously agreed without a vote.** |
|  | Brian Piper left the meeting at this point. |
| 27.1  27.1.1  27.1.2 | *Planning Compliance:*  The Clerk presented his report, which remains confidential and gave updates on some of the items therein.  **RESOLVED:**   1. **To note the report.** 2. **Not to pursue enforcement action as regards Coach House Cottage at present.**   ***Proposed by Cllr Mrs Kavanagh, seconded by Cllr Jones and carried unanimously.***  **MINUTE 24/01/17** |
|  | The meeting closed at 21.50. |

Signed as a true and accurate record of the proceedings.

…………………………………………………. Chairman

Date:…………………………………………