

MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL
HELD IN THE STITHIANS CENTRE ON
TUESDAY 16th OCTOBER COMMENCING AT 7.00pm

ATTENDANCE:

Councillors present were:

Cllr P Blease (Chair), Cllr Mrs V Kavanagh, Cllr Mrs C Sylvester, Cllr Mrs R Wood, Cllr Mrs J Thomas, Cllr W Thomas, Cllr H Jones, Cllr J Burley, Cllr M Whitbread-Jordan, Cllr R Iles and Cllr A Bunclark.

The Clerk was also present.

Members of the public present were Mr & Mrs J Bell, Mr M Hearn and Mr S Mayou to the points mentioned.

Mr G Tresidder was also present between the points mentioned

1. APOLOGIES

Apologies were received from Rod Davis and Cornwall Councillor John Thomas.

2. URGENT ITEMS

The Chairman agreed to two urgent items for consideration at the meeting:

1. Location of Grit Bins – to be considered under Agenda Item 16.1.
2. Funding for Replacement Toddler Play Equipment – to be considered under Agenda item 17.

3. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION

3.1 There were no declarations of interest in Agenda Items.

3.2 The Clerk advised that he had had no written requests for dispensation to speak at the meeting.

4.1 MINUTES OF THE SEPTEMBER 2018 COUNCIL MEETING

4.1.1 The Clerk advised that he was not aware of any suggested amendments to the Draft Minutes circulated prior to the meeting.

4.1.2 **RESOLVED to accept the minutes of the Council Meeting held on 18th September 2018 as a true record of the proceedings.**
Proposed by Cllr Mrs J Thomas, seconded by Cllr Jones and carried unanimously.

MINUTE 01/10/18

The Chairman duly signed the minutes as a true record of the proceedings.

5 MATTERS ARISING FROM THE MINUTES OF THE SEPTEMBER 2018 COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA

5.1 *Para 5.2:* The Clerk advised that the amenity area in the Coastline development on Hendra Road had now been cleared but nothing else had been done, which was the intention until later in the year.

5.2 *Minute 20/09/18(4):* The Clerk advised that he had not received the e-mail from Cllr Burley.

RESOLVED by consensus to ask Cormac to ensure that ditches on both sides of Tubbin Hill for its entire length are cleared and that all necessary repairs to potholes are carried out.

MINUTE 02/10/18

6 CORNWALL COUNCILLOR JOHN THOMAS

6.1 Having given his apologies, Cllr Thomas was not present at the meeting.

6.2 The Clerk drew Members' attention to the e-mail from Cllr Thomas received and circulated earlier in the day, a copy of which is attached to these minutes.

The content of the e-mail was duly noted.

7. POLICE & NHW

7.1 There was no written report, but the Chairman remarked on the problem of speeding traffic outside the school and advised that he was going to highlight the matter on the Stithians noticeboard on Facebook.

The Clerk advised of a spate of thefts of fuel from cars in the area.

The Chairman closed the meeting at this point at 19.15 to allow Public Participation.

8 PUBLIC PARTICIPATION

8.1 Diane Bell was of the opinion that replacement play equipment should not be installed at the expense of a Sports Hall, stating that a Hall would benefit far more people than play equipment.

8.2 Mr Hearn advised that he was attending to answer any questions about his planning application for Higher Trolvis Farm which was due to be discussed later in the meeting.

8.3.1 Mr Mayou advised that he was the Heritage Consultant for the development adjacent to Meadow Court which was to be discussed later in the meeting. He outlined the background to the change in design and reduction in the number of properties.

8.3.2 The Chairman pointed out that it would be beneficial if each property had two parking spaces which didn't include the garage and Mr Mayou advised that this may be possible.

There being no other matters raised under Public Participation, the Chairman re-opened the meeting at 19.20.

9. STITHIANS ENERGY GROUP

9.1 The Chairman advised that it was hoped that the Group would next meet in November, the meeting scheduled for October having been postponed.

10. TRANSPORT

10.1 *Transport Representative's Report:*

10.1.1 Having given his apologies, Rod Davis, the Council's Transport Representative, was not present at the meeting.

10.1.2 He had advised that he had nothing to report.

10.1.3 The Chairman advised that he would be posting the new timetables on the website.

This information was duly noted.

11. PARISH DEVELOPMENT WORKING GROUP

11.1 *Neighbourhood Development Plan for Stithians:*

11.1.1 Cllr Mrs Sylvester presented her reports of the meetings held on 19th September and 10th October, copies of which are attached to these minutes.

11.1.2 **The reports were duly noted.**

Grenville Tresidder entered the meeting at this point at 19.30.

12. CLERK'S REPORTS

12.1 *Council's Current Financial Position:*

12.1.1 The Clerk presented his report, a copy of which is attached to these

minutes.

- 12.1.2 **RESOLVED** to note the Council's current financial position.
Proposed by Cllr W Thomas, seconded by Cllr Burley and carried unanimously.
MINUTE 03/10/18

12.2 *2019/20 Draft Budget:*

12.2.1 The Clerk presented his report, a copy of which is attached to these minutes.

12.2.2 **RESOLVED:**

1. To agree to an increase in the Precept for 2019/20 of 2%.
2. To enter into an Environmental Management Contract as detailed in the Clerk's report with effect from 1st April 2019 and to receive details thereof at the November meeting.
3. To instruct the Clerk to prepare a Draft Budget for 2019/20 based on an increase in the Precept of 2% and incorporating the figures for the Environmental Management Contract detailed in the report presented to the meeting for consideration at the November meeting.

Proposed by Cllr Burley, seconded by Cllr Mrs Wood and carried unanimously.

MINUTE 04/10/18

12.3 *"Thank You" Celebrations:*

12.3.1 The Clerk presented his report, a copy of which is attached to these minutes.

12.3.2 He advised that Tyrone Martin had installed the "Thank You" seat and, because of what it was, had discounted his price from £100 to £70.

12.3.3 He further advised that he had, on behalf of the PC, thanked Tyrone for a job extremely well done, which had received many favourable comments from many quarters.

12.3.4 The Clerk further advised that, taking into account payment for fixing the seat, the hire of a room at the Stithians Centre for a planning meeting and the donation from the Seven Stars, the Community fund would stand at £7.55

12.3.5 **RESOLVED:**

1. To note and approve the content of the report relating to the Thank You Commemorations along with the further update given to the meeting.
2. To authorise the Clerk and Chairman to liaise with Tyrone Martin to agree a price and location for the placing of a "Soldier Statue" in time for the Remembrance Service on 11th November 2018.

Proposed by Cllr Mrs Sylvester, seconded by Cllr W Thomas and carried unanimously.

MINUTE 05/10/18

12.4 *Remembrance Day 2018:*

12.4.1 The Clerk presented his report, a copy of which is attached to these minutes.

12.4.2 **RESOLVED:**

1. To note and approve the content of the report relating to Remembrance Day 2018.

2. To approve a donation of £50 to the Royal British Legion.
3. To inform the Royal British Legion that six councillors, including the Chairman, will be attending the Service on 11th November 2018.

Proposed by Cllr W Thomas, seconded by Cllr Jones and carried unanimously.

MINUTE 06/10/18

12.5 *Lantern Parade:*

12.5.1 The Clerk presented his report, a copy of which is attached to these minutes.

12.5.2 **RESOLVED to submit an Events Notification Form to Cornwall Council for a road closure on 1st March 2019 for the Lantern Parade using information from Mike Lynch and citing him as the person who would erect the necessary signs and Stephanie Todd as the organiser on condition that Mrs Todd pays the appropriate fee to Cornwall Council.**

Proposed by the Chairman, seconded by Cllr W Thomas and carried unanimously.

MINUTE 07/10/18

13 PLANNING

13.1 *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 two applications highlighted therein.

This information was duly noted.

13.2 *Notification of Planning Decisions received after publication of the agenda:*

13.2.1 The Clerk advised that since the publication of the agenda he had been informed of four further planning decisions:

- PA18/02062PREAPP – Tregonning Mill Garage – Confidential advice given.
- PA18/06731 – Tremenhere Farm – Approved.
- PA18/07260 – Calamankey Farm - Approved.
- PA18/07551 – Quarry Bank, Penhalurick – Withdrawn.

This information was duly noted.

13.3 *Planning Applications Received:*

13.3(a) *PA18/08487 – Mr S Bray – Erection of two dwellings – Land NW of Meadow Court, Hendra Road:*

13.3(a).1 The Clerk presented his report, a copy of which is attached to these minutes.

13.3(a).2 **RESOLVED to support the application with the proviso that each property has two parking spaces, not including the garage.**

Proposed by Cllr Mrs Kavanagh, seconded by Cllr Mrs J Thomas and carried unanimously.

MINUTE 08/10/18

Mr S Mayou left the meeting at this point at 19.55

13.3(b)& (c) *PA18/08436&7 – Mr N Dunstan – Change of use to residential and erection of new dwellings – Tregonning Mill Garage:*

13.3(b)& Cllr Mrs Kavanagh presented her report, a copy of which is attached to

- (c).1 these minutes. The two applications were considered together as one was Listed Building Consent for the other
- 13.3(b)& **RESOLVED to support both applications.**
- (c).2 **Proposed by Cllr Mrs Kavanagh, seconded by Cllr Burley and carried unanimously.**
MINUTE 09/10/18
- 13.3(d) *PA18/08901 – Mr & Mrs L Tregembo – Extensions to rear and over garage – 24 Crellow Fields:*
- 13.3(d).1 Cllr Iles presented his report, a copy of which is attached to these minutes.
- 13.3(d).2 **RESOLVED to support the application.**
Proposed by Cllr Iles, seconded by Cllr Mrs J Thomas and carried unanimously.
MINUTE 10/10/18
- 13.3(e) *PA18/04680(Amended) – Mr M Hearn – Erection of building to accommodate storage & processing facility for local firewood business – Higher Trolvis farm, Longdowns:*
- 13.3(e).1 The Chairman presented his report, a copy of which is attached to these minutes.
- 13.3(e).2 **RESOLVED to support the application.**
Proposed by Cllr W Thomas, seconded by Cllr Jones and carried unanimously.
MINUTE 11/10/18
- 14 LICENSING
- 14.1 *Licensing Applications:*
- 14.1.1 Members considered the Clerk's report, a copy of which is appended to these minutes.
This was duly noted.
- 15 NEW CEMETERY
- 15.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 15.1.2 **RESOLVED:**
1. To note and approve the content of the report and the notes of the Cemetery Working Group meeting held on 10th October 2018 along with the actions contained therein.
 2. To authorise the Clerk to arrange with Tyrone Martin and negotiate a price with him for the erection of a vertical stake at the stile near the cemetery entrance.
 3. To authorise the Chairman and Clerk to arrange with Rex Andrew and negotiate a price with him for placing concrete for mounting headstones.
 4. To approve the layout of graves as shown on the plan in Appendix 3 to the report.
 5. That Cllr Iles will provide a wheelie bin for use in the cemetery.
 6. To leave the existing trees where they are.
 7. That Cllr Whitbread-Jordan will provide trees for planting in the cemetery at locations to be agreed with the Chairman and Cllr Mrs J Thomas.
- Proposed by Cllr Mrs J Thomas, seconded by Cllr W Thomas and carried unanimously. MINUTE 12/10/18**

All remaining members of the public left the meeting at this point at 20.30.

16 FOOTPATHS, HIGHWAYS & ENVIRONMENT PORTFOLIO

16.1 *Environment Portfolio Holder's Report:*

16.1.1 Cllr Mrs J Thomas, the Portfolio Holder, presented her report, a copy of which is attached to these minutes.

16.1.2 Members also considered the e-mail sent by Cornwall Councillor John Thomas with particular reference to grit bins and noting the fact that it had been agreed to discuss the matter as an urgent item..

16.1.3 **RESOLVED:**

1. To note and accept the content of the portfolio holder's report and the additional comments therein made by the Clerk.
2. That the Chairman will investigate further the matter of the route of FP25 at Kennall Farm.
3. To provide a grit bin at Penhalvean provided a suitable location can be found.
4. That the Clerk seek three quotations for semi-pollarding the ash tree in Goonlaze Car Park and trimming down the trees in the hedge adjacent to the tennis court and near the light in the playing field car park.
5. To ask Tyrone Martin to adjust the ties on the trees in the playing field as necessary.

Proposed by Cllr Mrs J Thomas, seconded by Cllr W Thomas and carried unanimously.

MINUTE 13/10/18

16.2 *Refurbishment of War Memorial:*

16.2.1 The Chairman presented his report, a copy of which is attached to these minutes.

16.2.2 **RESOLVED:**

1. To confirm the Council's support for the project.
2. To authorise the Chairman and Cllr Mrs Sylvester to pursue grant funding options.
3. To endorse the further work on defining the scope of the project.

Proposed by the Chairman, seconded by Cllr W Thomas and carried unanimously.

MINUTE 14/10/18

17 PLAYING FIELD PORTFOLIO

17.1 The Clerk presented his report, a copy of which is attached to these minutes.

17.1.1 The Clerk drew Members' attention to certain matters in the notes of the progress meeting.

17.1.2 **RESOLVED:**

1. To note and agree the content of both the report and the notes of the Playing Field Progress Meeting held on 3rd October 2018 and the actions contained therein with particular reference to any financial implications.
2. To site the children's goal posts as indicated on the plan in Appendix 2 of the report with a pitch size of 80yds x 50yds and to note that Cllr W Thomas is to install them.
3. To take no further action as regards the existing playing field

grass cutting contract as it will be terminated and become part of the Environmental Management Contract with effect from 1st April 2019.

Proposed by Cllr Jones, seconded by Cllr W Thomas and carried unanimously.

MINUTE 15/10/18

17.2 *Bowling Club Fence:*

17.2.1 The Clerk presented his report, a copy of which is attached to these minutes.

17.2.2 **RESOLVED**

1. To note and accept the content of the report.
2. To install a 1.8m high weldmesh fence along the boundary of the Bowling Club and to authorise the Clerk to accept a suitable quotation for the work for the work.

Proposed by Cllr Jones, seconded by Cllr W Thomas and carried unanimously.

MINUTE 16/10/18

17.3 *Lease of New Playing Field:*

17.3.1 The Clerk presented his report, a copy of which is appended to these minutes.

17.3.2 **RESOLVED to note and agree the content of the report on the lease of the New Playing Field.**

Proposed by Cllr Jones, seconded by Cllr W Thomas and carried unanimously.

MINUTE 17/10/18

17.4 *Storage of Fayre Day Equipment:*

17.4.1 The Clerk presented his report, a copy of which is appended to these minutes.

17.4.2 **RESOLVED to permit the siting of the container as detailed in the report for the storage of Fayre Day equipment in the area between the Pavilion and the Bowling Club fence once the new fence has been erected subject to the signing of an appropriate agreement and it being painted dark green.**

Proposed by Cllr Jones, seconded by Cllr W Thomas and carried unanimously.

MINUTE 18/10/18

17.5 *Purchase of Union Flag:*

17.5.1 The Clerk presented his report, a copy of which is appended to these minutes.

17.5.2 **RESOLVED:**

1. To ratify the Clerk's action in purchasing a Union Flag in the sum of £85.26 inc. VAT.
2. That the Chairman seek permission to store the flag in the Stithians Centre.

Proposed by Cllr Jones, seconded by Cllr W Thomas and carried unanimously.

MINUTE 19/10/18

17.6 *Request to place Memorial Seat in the Playing Field:*

17.6.1 The Clerk presented his report, a copy of which is appended to these

minutes.

- 17.6.2 **RESOLVED** to permit the placing in the playing field of a seat in memory of Victoria Nightingale and to authorise the Clerk to liaise with Denis Nightingale over its location.
Proposed by Cllr Jones, seconded by Cllr W Thomas and carried unanimously.

MINUTE 19/10/18

- 17.7 *URGENT ITEM – Replacement of Toddler Play Equipment:*

The Clerk reminded Members that the bid for a grant from SITA had been unsuccessful and that if Members wished to go ahead with the scheme it would be necessary to find the remainder of the cost (approximately £40,000) over and above the £9,997 obtained from the National Lottery which was currently in the Replacement Play Equipment Reserve.

There was considerable discussion as to whether it should go ahead with the Council's own financial resources.

RESOLVED:

1. **To go ahead with the installation of new toddler play equipment in accordance with Wicksteed's quotation utilising the Council's Replacement Play Equipment Reserve (£25,000) with the remainder coming from the Sports Centre Reserve.**
2. **To authorise the Clerk and Cllr Mrs Kavanagh to negotiate with Wicksteed and Tyrone Martin to reduce the quotation by Tyrone doing the preliminary clearance work at less cost than Wicksteed.**
3. **To seek contributions via Facebook and the website towards the installation of the equipment.**
4. **To consider placing at least one of the re-located seats where it would be shaded.**

Proposed by the Chairman, seconded by Cllr Jones and carried unanimously by those who voted. As she did not agree with monies being taken from the Sports Centre Fund, Cllr Mrs J Thomas did not vote.

MINUTE 20/10/18

- 18 CONSULTATIONS

There were no consultations for consideration at the meeting.

- 19 PUBLIC RELATIONS

Nothing to report.

- 20 REPORTS OF COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

- 20.1 *MVRG Meeting held on 20th September 2018:*

The Chairman presented the notes of the meeting.

These were duly noted.

- 20.2 *Stithians Centre Management Committee:*

Nothing of relevance to the PC other than the fact that the Committee has decided not to pursue the matter of another disabled parking bay in Church Road.

- 20.2.1 *Council Representative on the Stithians Centre Management Committee:*

The Clerk presented his report, a copy of which is appended to these minutes.

- 20 2.1.1 **RESOLVED** to confirm the appointment of Cllr P Blease as the Parish

Council's representative on the Stithians Centre Management Committee.

Proposed by Cllr Jones, seconded by Cllr Burley and carried unanimously.

MINUTE 21/10/18

Planning Conference – 4th October 2018:

20.3 Cllr Mrs Sylvester presented her report, a copy of which is appended to these minutes.

This was duly noted.

21 CORRESPONDENCE

21.1 The Clerk presented his report, a copy of which is attached to these minutes.

21.2 He also presented his report on correspondence received since publication of the agenda, a copy of which is also attached to these minutes.

21.3 **RESOLVED:**

1. **To note receipt from Cornwall Council of the September 2018 edition of their Neighbourhood Planning E-Bulletin.**
2. **To note receipt from Cornwall Council of the September 2018 edition of their Localism Newsletter.**
3. **To note receipt from Devon & Cornwall Police of an update on the proposed merger with Dorset Police.**
4. **To note receipt from the Police and Crime Commissioner of her September 2018 Newsletter.**
5. **To note receipt from CALC of a summary of Crantock PC's case for a judicial review of Cornwall Council's decision to allow a housing development in contravention of their Neighbourhood Development Plan.**
6. **To note receipt from CALC of their September 2018 Newsletter.**
7. **To note that Cllr Mrs Joy Thomas will be attending a training session for Tree Wardens on 29th November 2018.**
8. **To agree to the Chairman attending Cornwall Council's Localism Summit in Helston on 13th November 2018.**
9. **To note receipt from CALC of a copy of the NALC Report on the future of Neighbourhood Development Plans.**
10. **To note receipt from the Eight Churches Cluster Group of an invitation to attend a vigil on 11th November at 6pm at St Stythians Church to mark the centenary of the ending of the Great War.**
11. **To agree that SPC would not be represented at Cornwall Council's Budget Stakeholder Event at County Hall on 7th November 2018.**
12. **To agree that, as Stithians is not on the route of the Mineral Tramway, there was no need to attend a meeting to discuss the possibility and desirability of reinstating the Mineral Tramways Partnership on 14th November at Chacewater Village Hall.**

Proposed by the Chairman, seconded by Cllr Burley and carried unanimously.

MINUTE 22/10/18

22 URGENT ITEMS

There were no urgent items for consideration at this point on the agenda.

23 AUTHORISING OF PAYMENTS

23.1 The Clerk presented his report, a copy of which is attached to these minutes.

23.2 He also presented his report on invoices received since publication of the agenda, a copy of which is also attached to these minutes.

23.3 He reminded Members of their decision under Minute 06/10/18(2) to make a donation of £50 to the Royal British Legion

23.4 **RESOLVED to approve payment of the sums shown in the two reports totalling £6,485.70 and a donation of £50 to the Royal British Legion. Proposed by Cllr Mrs Wood, seconded by Cllr Mrs J Thomas and carried unanimously.**

MINUTE 23/10/18

24 ITEMS FOR NEXT MEETING

The following items were specifically identified for discussion at the November meeting.

- 2019/20 Draft Budget – Clerk to report.
- Environmental Management Contract – Clerk to report.
- Quotations for zip wire – Cllr Mrs Kavanagh to report.

25 DATE OF NEXT MEETING

It was agreed that the next Council Meeting would take place on Tuesday 20th November 2018 at 7.00pm in the Stithians Centre.

26 CONFIDENTIAL ITEMS

26.1 *Planning Enforcement:*

26.1.1 Nothing to report

The Meeting closed at 21.55.

Signed as a true and accurate record of the proceedings.

..... Chairman

Date:.....