



A-barth Onan Hag Oll! Representing One and All

REPORTS FOR JULY 2018 MEETING

AGENDA ITEM 11

STITHIANS PARISH NEIGHBOURHOOD DEVELOPMENT PLAN

REPORT OF MEETING held on 22nd June 2018

Those Present were: Our Group Chairman, Ben Smith-Laing; Parish Council Chairman, Phil Blease; Esther O’Bearagh; ; David Ainsley; Roger Hocking; Claire Newman; (Councillor) Joy Thomas; Kath Statham of Cornwall Council who advises us on Landscape Assessment. One other person was present, a lady who has not attended our meetings before but was known to our Chairman. He told me her name on the night but sad to say, I forgot. Was it Judith ???

Apologies were received from: Claire Sylvester and Catherine Pinney.

Unfortunately, because of my late arrival at the meeting I am not able to report on the first part of the meeting. On my arrival the meeting was discussing the landscape assessment. We were informed of the details necessary to make a successful landscape assessment and went through the exercise of dividing into three groups, and identifying on our maps, topography in general, more specifically areas such as nature reserves and those of Special Scientific Interest, buildings of significant interest etc.

It is intended that maps of our Parish be obtained prior to our next meeting, **to be held on Wednesday, 18th July**, when it is intended that we arrange our survey of the Parish.

My apologies for the fact that this is a very brief report. However, it lets everyone know that we are progressing.

AGENDA ITEM 12.1

Clerk's Reports for Meeting on 17th July 2018

Summary of Decision Required:

To note the Council's current financial position.

Report:

12.1 Council's Current Financial Position:

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 10th July 2018.

I do not propose to elaborate further on the Appendices but will be pleased to address any matters that Members may wish to raise at the meeting.

12.2 "Thank You" Commemorations:

This is the subject of a separate report.

**JV Calvert
Clerk and RFO
10th July 2018**

The Appendices to this report may be seen upon application to the Clerk

AGENDA ITEM 12.2

Verbal Report

AGENDA ITEM 13.1

This is merely a list of current Planning Applications prepared for the convenience of Councillors and is not included here. Anyone wishing to see it may do so upon application to the Clerk.

AGENDA ITEM 13.3(a)

Application Ref: PA18/05896

Proposal Demolition of garage and construction of two storey extension and associated works.

Location Zimmonda, Crellow Lane, Stithians Cornwall, Grid Ref 173545 / 36865

Applicant Mr Wayne Thomas

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

09/07/18

Councillors who undertook the site inspection:

Cllrs R Iles and V Kavanagh

REPORT:

Background:

Zimmonda, Crellow Lane is a 2 bedroom bungalow set on a corner plot at the junction of Crellow Lane and Rose Meadow estate in the village of Stithians.

The bungalow sits in a relatively large corner plot with the dwelling sitting centrally within the plot with gardens all round and partially laid to lawn with the parking area laid with concrete. A single garage sits to the South West of the dwelling and it would be demolished to make way for the proposed extension.

The proposal is to construct a two-storey side extension with a double pitched roof, perpendicular to the main roof and which will at split level from the existing bungalow.

The external finishes are to be generally similar to the existing with the addition of horizontal cementitious boarding to first floor level and natural stonework to match.

The proposal will sit well within the site, and although being fairly large will not be overbearing within the large corner plot. The proposal will not have any negative affect on any of the neighbours. Crellow Lane has a mixture of houses and bungalows with some fairly large dwellings at various location along its length. There are no other dwellings that will be overlooked by the new extension.

There will be 2 parking spaces created on the driveway.

Matters of Concern:

None

Cllr R Iles

15/07/2018

AGENDA ITEM 13.3(b)

Application Ref: PA18/00613

Proposal Gateway for agricultural access with residential parking

Location Field Opposite 5 Southlea Terrace South Road Stithians Truro

Applicant Mr Ian Loades

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

n/a

Councillors who undertook the site inspection:

n/a

REPORT:

It was not felt necessary to visit the applicant as this application is a revision of a previous one to come before the council. There are some revisions including a wider splay. The applicant is wanting to remove a portion of the Cornish hedge to create agricultural access to the field although there is already access further along. The reason for the application is that in addition to another access the applicant wishes to create some hard standing in the fields opposite his house at 5 Southlea Terrace for residential vehicles.

Matters of Concern:

Whilst hopefully this would remove some of the parking along South Road it would involve extra entrance and egress of residential and farm vehicles on the field side of what is at certain times of the day, for a rural road, a very busy and congested highway.

Cllr V Kavanagh

14/07/18

AGENDA ITEM 13.3(c)

Application Ref: PA18/05836

Proposal Works to a tree subject to a tree preservation order. Felling of one Sycamore.

Location 1 The Old Vicarage Church Road Stithians Truro. Grid Ref 173102 / 37195

Applicant Dr Karen Watkins

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

9/7/18

Councillors who undertook the site inspection:

Cllrs R Iles and V Kavanagh

REPORT:

We met the applicant's husband Mr Ben Watkins who showed us the relevant tree in the back garden. The tree is subject to the blanket TPO for all the existing trees in the Old Vicarage at the time of the application to build houses there.

The tree is healthy and not affecting the structure of the building but the house was built very near it and it is now large with a dense crown of branches and foliage. The reason given by the applicant is that it obstructs the sun from falling on the patio area for the majority of the day. The branches are extremely close to the top bedroom window and cause obstruction to light and lack of visibility to the other trees and village.

There are many other trees within the garden and therefore the felling of this tree will not be seen from the roadside. It is situated very close to a mature oak.

Matters of Concern:

The crown of the sycamore is beginning to affect the health, shape and beauty of the oak tree as it is competing with it for light and space.

Cllr V Kavanagh

09/07/18

AGENDA ITEM 13.3(d)

<u>Application Ref:</u>	PA18/05923
Proposal	Erection of barn
Location	Little Trevales, Trevales Stithians TR3 7DD
Applicant	Mr Fergus Gill

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

14/7/18

Councillors who undertook the site inspection:

Cllrs R Iles and V Kavanagh

REPORT:

Cllr Iles and I visited the applicant's wife, Mrs Gill to look at the site of the proposed barn. There was a previous approved application (P18/00517) to replace the existing house which included the removal of a residential caravan.

The site of this caravan is the proposed site of the new barn. The barn is for storage of agricultural machinery and animal feed as the owners intend running a small holding on the site. There would be solar panels on the roof to provide electricity to the barn and house. The site is the lower end of a sloping field surrounded and screened by mature trees. The site has been chosen so it will not impinge on either the trees or Cornish hedges.

Matters of Concern:

None

Cllr V Kavanagh

14/07/18

AGENDA ITEM 13.5

Clerk's Report for Meeting to be held on 17th July 2018

ARRANGEMENTS FOR DEALING WITH PLANNING APPLICATIONS THAT WOULD HAVE BEEN DEALT WITH AT THE AUGUST MEETING

Decisions Required:

1. That powers be delegated to the Planning Portfolio Holder and one or other of the Assistant Portfolio Holders to prepare a suitable response to Cornwall Council to any non-contentious planning applications received between 17th July and 31st August 2018 for which an extension of time until immediately after the Parish Council meeting to be held on 18th September 2018 cannot be granted.
2. That, if an application is considered contentious, Cornwall Council be requested to accept a response immediately after the Parish Council meeting to be held on 18th September 2018.
3. That, if Cornwall Council are unable to accept a response immediately after the Parish Council meeting to be held on 18th September 2018 in respect of a contentious application, a response be agreed by an e-mail vote.
4. That any decisions made in accordance with the above be reported to the September 2018 meeting for ratification.

Report:

As Members are aware, there will be no meeting in August. Financial matters will be dealt with later in the agenda and hopefully the only other matter that is likely to cause problems is the return to Cornwall Council of responses to planning consultations within the allocated timescale. We do, of course, now have an agreed procedure of voting by e-mail should the need arise due to exceptional circumstances.

I therefore suggest that, as long as any applications received are not contentious and the timing is such that Cornwall Council cannot grant an extension of time until after the September PC meeting, powers be delegated to the Planning Portfolio Holder and one or other of the assistants, depending upon availability, to prepare a response to Cornwall Council on behalf of the Parish Council, with their recommendations being reported to the September meeting of the Parish Council for ratification.

If any applications are received that are likely to be contentious, then it is my recommendation that Cornwall Council be requested to accept a response after the September meeting. If this is not possible, then I suggest that a suitable response be agreed by means of an e-mail vote

JV Calvert,

Clerk

10th July 2018

AGENDA ITEM 14

Clerk's Report for Meeting to be held on 17th July 2018

LICENSING APPLICATIONS

Decision Required:

To note and accept the content of the report on Licensing Applications.

Report:

As Members are aware, I receive an e-mail every week detailing all licensing applications. Up to 9th July there had no new application affecting Stithians.

For Members' information, who wish to check applications for themselves, the link to the relevant page on Cornwall Council's website is www.cornwall.gov.uk/default.aspx?page=21173

I receive no such assistance with details of applications received in relation to sex establishments and so still have to do that myself. I last checked the link to their website, which is www.cornwall.gov.uk/advice-and-benefits/licences-and-street-trading/sex-shops-licence , on 9th July and found no new applications in respect of the licensing of sex establishments affecting Stithians or anywhere else in Cornwall for that matter, the list having last been updated on 22nd March, as was the case in my report to your previous meeting.

JV Calvert,

Clerk

10th July 2018

AGENDA ITEM 15.1

Clerk's Report for Meeting to be held on 17th June 2018

Meadowside Cemetery

Decisions Required:

1. To note and approve the content of the report.
2. To agree to place an order with Pear Technology in the sum of £1,270 for provision of a burial administration system at the appropriate time.
3. To agree to pay the invoice received from Rex Andrew in the sum of £33,089 plus VAT for the construction of Meadowside Cemetery.
4. To approve the quotation received from 3D Land Surveys Ltd for re-surveying the cemetery and to authorise the Clerk to pay the invoice at the appropriate time.

Report:

Work to create the cemetery is now complete and the invoice is to hand. Members will recall that the contract price was £31,375 plus VAT. This did not, however, include the lining of the car park, the increased width of the footpath or the extra works which had to be carried out to the footpath link to the existing cemetery. This additional work brings the total to £33,089 plus VAT and the invoice is presented for approval later in the meeting.

The figures I previously quoted to Members for the system from Pear Technology for providing a digital map linked to a database for maintaining burial records were not correct – they are actually less, at a total of £1,100 with an annual maintenance fee of £85. There will also be a set-up and training fee of £85. These figures are exclusive of VAT and the cost will be met from the computer fund rather than the cemetery fund.

Obviously, now that the cemetery has been constructed, it needs to be re-surveyed to accurately map the car park, mounds, paths etc. and that map will then be used as a basis for Pear Technology to set up their system. I have asked Ben Opie of 3D land Surveys Ltd, who did the previous survey, to do this and to provide the map in the appropriate format for Pear Technology to use and I hope that it will be done by the end of July. I hope to have an estimate of cost for Members' approval at the meeting. I also seek approval to place an order in the sum of £1,270, which I will not do until the map is available and forwarded to Pear Technology.

Once they have the map, Pear Technology are willing to visit and demonstrate the system to Members. Whether that will be at the September meeting or by arrangement before, remains to be seen.

As reported previously, one other matter of which Members need to be aware is that it is likely that the cemetery will be subjected to business rates (Lanner's is!!). I have spoken to Cornwall Council and was informed that once the cemetery is operational, I should contact them further. Lanner pay business rates on theirs to the tune of £650 per annum.

Other Matters:

- I have spoken to Michael White and he is willing to open and close the cemetery on the same basis as he does the toilets.
- It is hoped that the seat from the WI will arrive sometime in August.

- I am aware of the need to hold a meeting of the Cemetery Working Group but there is little point in doing so until I have researched various matters and prepared some documents for consideration. I'm working on it!!

JV Calvert

Clerk 10th July 2018

AGENDA ITEMS 16.1 – 16.4

Footpaths, Highways & Environment Portfolio - Reports for Meeting on 17th July 2018

Summary of Decisions Required (Details in report):

- 1. To note and approve the content of the Clerk's report on the Stithians Institute.**
- 2. To note and approve the content of the Clerk's report on traffic and parking issues and to confirm that a meeting with the Cornwall Council Road Safety Officer will be arranged by Cornwall Councillor John Thomas as soon as possible.**

16.1 Environment Portfolio Holder's Report:

This is the subject of a separate report. There was no written report.

16.2 Stithians Institute:

As agreed under Minute 17/06/18, I wrote to the other known Trustees on 5th July and asked for a response by the end of July. At the time of writing this report I had not received any responses.

16.3 Traffic and Parking Issues:

Once again, as far as I am aware, there is still no further progress as regards a meeting with Cornwall Council's Road Safety Officer. I hope Cllr John Thomas will be able to clarify matters at the meeting. I sent him a reminder following the May meeting but at the time of writing this report had heard nothing further from him.

16.4 Potholes:

This is the subject of a separate report. There was no written report

JV Calvert,

Clerk

10th July 2018

AGENDA ITEM 17.1

Playing Field Portfolio

Clerk's Reports for Meeting on 17th July 2018

Summary of Decision Required (Details in report):

1. To note and agree the content of both the report and the notes of the Playing Field Progress Meeting held on 9th July 2018 and the actions contained therein with particular reference to any financial implications.
2. To note and agree the content of the notes of a meeting held with the Bowling Club on 9th July 2018 and to seek two further quotations for the erection of a fence between the bowling green and the playing field.

Report:

17.1 Playing Field Progress Meeting:

The notes of the Playing Field Progress Meeting held on 9th July appear as Appendix 1 to this report. Members are requested to note the content thereof with particular reference to any financial implications arising therefrom. By accepting the report, Members are agreeing to accept any quotations referred to therein.

Union Flag: Members will recall that I was instructed, under Minute 18/06/18(3), to obtain a quotation for a Union flag. The quotation received from a local supplier is for £54.50 including postage. There's no VAT.

17.2 Bowling Club Fence:

Cllr Mrs Kavanagh and the Clerk met representatives of the Bowling Club on site at 10am on Monday 9th July. Notes from that meeting appear at the end of the notes of the Playing Field Progress meeting referred to above.

Members will note that it is hoped that the Bowling Club Committee will agree to a 30% contribution.

In the meantime, in order to comply with Standing Orders, I trust Members will agree to my obtaining two further quotations.

Once the fence is erected, it is my intention to amend the MOU to reflect the responsibilities of both parties.

I have been informed, however, that certain members of the committee favour a chain link / wire mesh fence rather than the palisade currently proposed. The committee meets on 30th July, so there may well be a need for further discussion before the fence is erected!!

JV Calvert

Clerk

12th July 2018

Appendix 1 to AGENDA ITEM 17.1

NOTES OF PLAYING FIELD PROGRESS MEETING HELD ON MONDAY 9th JULY 2018.

Present:

(VK) Councillor Mrs V Kavanagh – Playing Field Portfolio Holder

(TM) Tyrone Martin - Playing Field Caretaker

(JVC) John Calvert – Clerk

Colours indicate action required by that person.

Apologies:

(WT) Councillor Will Thomas – Assistant Playing Field Portfolio Holder

Notes of Meeting:

As has become normal practice, the notes of the previous meeting, in this case, 11th June 2018, were used as an agenda with any other items included under "Other Matters" or as necessary.

1. Pavilion:

Replacement Pavilion:

This is still on hold pending consideration by the Parish Development Working Group. The development of a Neighbourhood Development Plan is currently taking precedence. JVC has previously advised that if it were decided to replace the existing pavilion with portacabins, planning permission would be required.

2. Replacement Play Equipment:

Application for Big Lottery Funding was not successful, so application will now be submitted to Sita which has a maximum of £35k. It was agreed at the December PC meeting that Wicksteed are the preferred suppliers.

3. Zip Wire:

JVC had previously advised that he had received the zip wire kit. The PC will need to pay for the supports and installation. JVC was to seek costings for installation prior to submission of application to SITA Trust for funding but this is currently on hold as another application is being made (see above). **VK to investigate possible installers once the Sita Application is out of the way.** Taylor Made was suggested.

In order to install the zip wire in the location proposed, it had been suggested that the gateway between the old and new playing fields should be closed off. At the November PC meeting, however, it was agreed that only the pedestrian access should be blocked up and that the vehicular access should remain, ensuring that it is locked. **VK to speak to WT about doing the work.**

It was agreed at the February PC meeting that the zip wire should be adjacent to and parallel with the Ennis and Carbis boundary with the higher end towards the big slide.

4. Provision of Children's' Goal Posts:

HJ has information about suitable goal posts and prices ready to look for grant money.

5. Caretaker's Inspection Reports:

Inspection Report Dated 10th June 2018:

- *Broken Barrier near Bowling Club:* TM's quote of £50 for repairs was accepted at June PC meeting. **Work to be done ASAP.**
- *Toddler Swings – Movement between metal bracket and wooden cross bar:* Not immediately dangerous but monitor until result of funding application is known because, if successful, these swings will go. TM/JVC inspected after the June meeting when it was thought that TM might be able to tighten bolts. This he has done but there is movement between one of the swing mounts and the cross bar.

TM advised that this could be rectified at a cost of £30 so, because of the safety implications, it was accepted. **TM to expedite ASAP.**

Annual Safety Inspection:

No outstanding matters

6. Other Matters from Previous Meetings:

- *Climbing Wall Rope Net:*

Still being monitored – all OK at present. Nothing in this respect identified in Annual Inspection.

- *Tennis Court:*

Overall condition of the tennis court remains good. The moss has been treated but may need to be done again. TM looking into a more effective way of white lining the court.

TM's inspection report for 8th July stated that loose gravel and twigs had been removed on 2nd July, but JVC advised that he had had a complaint on 5th July of loose gravel which had caused an accident which necessitated a hospital visit. TM had been informed and swept it again the next day. Arrangements are now in place for the **tennis court to be swept every Monday.**

- *Old Playing Field Entrances:*

TM was still "keeping on top of the weeds". Further moss treatment will be carried out when necessary.

- *Dogs in Playing Field:*

It was agreed at the February PC meeting that a sign specifically relating to dogs on leads should be erected on the gate. **JVC to organise when time permits.**

7. BMX Track:

Agreed to continue to monitor as it is a waste of time to do anything about the "modifications" made by the users. No further modifications recently.

8. Car Park Maintenance:

Surface OK at present.

9. Tennis Court Footpath:

TM monitoring and taking action as and when necessary regarding flooding. No problems with this or dog fouling at present. One light not working. TM will replace bulb and submit invoice before June PC meeting.

10. Youth Shelter:

Repairs of fire damage now completed and invoice approved at June PC meeting.

HJ had previously pointed out that with the better weather the shelter may need the anti-climb paint done again in the near future, **TM had confirmed that there is enough for one more application and will do it just before the start of the school holidays.**

11. Condition of RFC Training Pitch:

As previously reported, under the terms of the MOU the RFC are obliged to rectify damage at the end of the playing season. It was previously agreed to monitor and take necessary action at the end of the playing season. No action was required.

12. Moles in the Playing Field:

Leighton Moyle continuing with this work.

13. Other Matters:

- *Flagpole:*

Following instruction from June PC meeting, JVC had e-mailed the suggested company for a price for a flag but had had no response. **Will phone.**

- *Hedge Trimming on Footpath Next to Tennis Court:*

No action required at present.

- *Re-painting and Re-staining of Play Equipment:*
TM had submitted estimates of £285.95 for staining and £310 for painting. These had been accepted at the May PC meeting, but painting is to be postponed until January/February. Staining is complete and invoice was approved at the June PC meeting.
- *Steps to Slide:*
JVC advised that a comment had been made on the Stithians Facebook Notice Board that the steps to the slide needed attention. It was agreed at the June meeting that TM would inspect. In the event, TM & JVC inspected and could not find the problem. No further information had been forthcoming. **TM to monitor closely.**
- *Train:*
Invoice for repainting approved at June PC meeting.

14. *Next Meeting:*

It was agreed that the next meeting would be at 9.15am on Monday 10th September 2018 at Nutshell Cottage.

After the above meeting, Cllr Mrs Kavanagh and the Clerk met the Treasurer and Secretary of the Bowling Club to discuss the matter of the fence between the bowling green and the playing field. The Clerk tabled a picture of a fence similar to that proposed:



The Bowling Club were of the opinion that it should be 1.8m high with concrete posts on the Bowling Club side i.e. the above is a view from the bowling green.

It was agreed that no gates would be required in the fence and that it would follow the line of the existing to meet the Club's storage hut.

Regular (at least annually) treatment of both sides of the fence would be undertaken by the Bowling Club but repairs would be undertaken by the PC.

It was agreed that advertising would be permitted on the Bowling Club side of the fence.

A possible contribution towards the cost was discussed and it was agreed that the Bowling Club Committee would be asked to consider a contribution of 30% or £1,000, whichever was lower. The quotation obtained is for £3,319.97 but, in order to comply with Standing Orders, another two will be required, so that figure may change.

JV Calvert
Clerk
9th July 2018

AGENDA ITEM 20.1

MINUTES OF MINING VILLAGES REGENERATION GROUP

**Held at the Richard Jory Memorial Hall, Frogpool
Thursday 5th July 2018 (2.30- 4.30pm)**

Present:

Cllr Chris Bell	St Day PC
James Biscoe	Stithians/ Vice Chairman
Cllr Philip Blease	Stithians PC
Charlotte Caldwell	Community Link Officer, Cornwall Council
Cllr Richard Forrest	Gwennap PC
Cllr Kevin Furnish	Gwennap PC
Cllr Rob Knill	Chairman/ Chacewater PC
Cllr Steve Leech	Chacewater PC
Cllr Carl Martin	Carharrack PC
Peter Tisdale	Treasurer
Elaine Youlton	Clerk, Lanner PC

Apologies:

Liz Allcorn	Community Support Assistant, Cornwall Council
Fiona Barnard	Clerk, Gwennap PC
John Calvert	Clerk, Stithians PC
Cllr Joy Thomas Jones)	Stithians PC (who has taken over from Howard
Cllr Ashley Wood	Lanner PC

Meeting and communications protocol

RK outlined some problems with the process of preparing for the MVRG and suggested that a fresh approach is needed. After discussion, it was resolved that:

- Minutes would be produced and circulated within five working days of the meeting.
- Notes and Agenda sent out one working week before MVRG and this would act as a trigger for all reports to be sent to Charlotte/Liz by the Monday of the MVRG week itself, who will then circulate to the wider membership as one package.
- We need to be more mindful and so slicker in how we send out/copy emails on occasion, because the 'Reply All' response is used far too often.
- In response to a specific question from AW, it was confirmed that EY has an archive file of all MVRG documents at Lanner PC and that CC/LA have an electronic folder with all the recent documents stored in it and this includes the latest version of the MVRG Constitution. This would be copied to Lanner to include in the archive.

Minutes of previous meeting

These were accepted as true and accurate record, with one amendment in the Treasurers report – figures in minutes were not those given at meeting and should have read balance of £4234.53.

PT has circulated the correct accounts.

Matters Arising:

MVRG Constitution Now formally lodged and adopted, and stored on the electronic drive with CC.

Rural Community Network Area (CNA) Initiative

- RK has received a formal response from Kea PC only and PT gave a verbal response from Mabe PC who do not wish to be involved, due to expected future boundary changes.
- RK has written to Cllr Edwina Hannaford and is awaiting a response. JB suggested involving MVRG area Cornwall Councillors. **Action: RK to write to copy his initial letter to MVRG area Cornwall Councillors and chase down those PC's who had thus far not responded**

New Composite Agency Agreement - CC updated that she is awaiting an imminent response from Donald Martin which will be circulated as soon as received. RK outlined the Street Cleansing Agreement set up at Chacewater, which had been positive and appeared to offer good value for money, but it was acknowledged that they were in the early stages of the agreement and monitoring of the arrangement is the critical aspect.

Historic Churchyards Website Update - CB updated that he has been given a list of 30 categories of potential advertisers which will be time consuming to work on. AW has suggested linking up with students who could possibly take this on as a project. As a quick action, it was unanimously agreed that CB would investigate the cost of affiliate advertising linking to 'Find My Past'. He is also exploring Store Affiliation with Amazon with our web provider on costs for inserting onto the sites. **Action: CB continue to Lead/AW to advise on student project**

Cornwall Councillor Community Chest - LA circulated the new forms and guidance. It was acknowledged that next year, Cornwall Council need to get the forms ready for 1st April and be swifter at sending these to applicants.

CNA Highways Budget Update

- CC gave an update on the process for voting on the various schemes/TRO requests that the CPIR CN Panel had received from the 14 elected CC Members on behalf of their divisions.
- At the next CNP meeting (5 September), members will be asked to vote on prioritising the top schemes that could make a difference in the first couple of years of the fund which is £50k per year for 4 years.
- CC said that LA and herself are working with the Highways manager on the list of which requests are viable and then these will be circulated prior to the meeting on 5th September for voting. CC also advised that, given the size of the CPIR CNA, the Chair to CPIR CNP would be writing to Cllr Geoff Brown (CC Portfolio Holder for Transport) requesting

additional monies be directed from the £50K he also has “in hand” to support related projects across the CNA that might require that bit more to succeed.

Gypsy & Traveller Strategic Forum - After discussion, it was agreed that a rep from Gwennap PC would attend the Forum and that – if available - RK would also attend for information only. CC would circulate the date of the next forum and arrange for the papers to be sent to KF and RK. **Action: CC**

Community Speed Watch (CSW)

- Members expressed several concerns about the lack of understanding/action from the Police in relation to the problems associated with setting up successful CSW schemes, seemingly across all MVRG parishes, which included: loss of volunteer data, lack of co-ordination, incorrect choice of sites, lack of training, etc.
- After debate it was resolved that RK would write to the Chief Constable, Inspectors Mark Eccles and Rick Milburn to voice these concerns and request someone - above PCSO level – to the next MVRG meeting so the MVRG could air its concerns. **Action: RK to write to the Police ref CSW and agreed that he would copy in Cllr Edwina Hannaford as Portfolio Holder**

Unity Wood - RK and CB had not heard anything more on this matter.

General Data Protection Regulation (GDPR) - RK asked what the impact on Parishes had been and all reported that they were working on implementing the regulations. **Action CC**

Planning Enforcement

PT said that a timetable briefing would be circulated soon ref. enforcement. It was agreed that CC would ask Simon Mansell for a written briefing for the MVRG. **Action: CC**

United Downs Geothermal Energy Project - Start now delayed until November and Peter Ledingham is attending the Stithians Show to promote what is happening.

Stakeholder Engagement “Have Your Say” Event 26 March - CC updated that she had written to Michelle Jeuken, who delegated a response to Beverly Hill in the Communications team, who had attended the event. CC is still awaiting a second response. RK asked CC to send him the emails. **Action: CC**

Treasurers Report - PT had circulated the report. It was agreed that the Churchyard website figures would be taken from today, not retrospectively and that a request for Annual subs will be put out in the next couple of weeks. **Action: PT**

Trails Website – After screening the current website, it was agreed that some amendments / enhancements were needed to make it more “user friendly”. **Action: RK to speak with web developer**

Community Link Officers Report

- CC updated that the next CPIR CN Panel will be at Pool Academy on 5th September and would include a tour of the new community art gallery. The agenda/supporting papers will be sent by LA very soon. The meeting will be 7-9pm.
- She also outlined the Community Chest Celebration event taking place at St Euny Church, Redruth on the evening of 16th October 6-8pm. If anyone would like an invite, please contact CC or LA.
- CB asked about VAS and the policy which is being developed. CC said that she has fed back all comments to Cornwall Council/Highways and will send the policy out as soon as published. **Action: It was agreed that Ian Thomas be asked to include the issue about VAS in his letter to Cllr G Brown. CC to action.**
- KF suggested that a summary of what 'tools' are available to address speeding would be useful. **Action CC to ask Highways manager for summary.**

Parish Reports

- **Carharrack** – PC at full quota, glass replaced in bus shelter but a further pane subsequently damaged. Sparry Lane issue runs on.
- **Gwennap** – Draft NDP roadshows underway. PC considering taking on United Downs recycling centre but early days. Youth club will cost £8k per year to run but going very well.
- **Lanner** – Draft NDP submitted for examination. Devolution continues to frustrate and several Community engagement/learning sessions scheduled for the summer.
- **St Day** – NDP at early stages but moving forward, Anti-social behaviour issues, CSW and VAS, S106 conflicts and Minor Works initiatives.
- **Stithians** – NDP at early stages but moving forward, Energy group will be at Stithians Show, frustrated by GDPR Enforcement.
- **Chacewater** – 2 Council gaps, Draft NDP to be submitted for SEA, 14th July EV day poster circulated.

AOB

- RK proposed the following “**common issues**” feature as standing agenda, for now at least:
 - Highways (Repairs, Road Safety, CSW, Bus Services, etc.)
 - MVRG Websites
 - CPIR (and T&R) CNP issues
 - CC Process and Planning
 - PRow
- **Attendance at Economic Growth & Development** - Heartlands 25th Sep @ 3.30pm – Strategy/Attendance. It was agreed that CC circulate the Town Status report for info prior to meeting. It was also agreed that a pre-meeting would take place on 4th September at 2:00pm, in Chacewater (Old Market). **Action. RK to issue call for 4th September mtg**
- RK mentioned the **North Coast Cluster** piece wrt NDP's & Rural Exception Sites @ Crantock.
- **Safer CPIR group for the area.** Meetings held quarterly and chaired by the Council's West Cornwall Community Safety Officer, Christina Barrett. Thought provoking/action based. CC would ask Chrissie Barrett to send papers through to the MVRG. **Action: CC.**
- CB circulated info from **British Red Cross** wrt their **Connecting Communities** project.

- **Potential D&C Police with Dorset Police Merger.** CB asked if MVRG would write to voice concerns/find out what the impact would be. **Action: RK to write to PCC, copy Cornwall Council MVRG ward members.**

Date, Time and Venue for next meeting – Thursday 20th Sep at Chacewater Village Hall.

CC gave advance apologies as she is on holiday, so LA will attend/take minutes.

- **Future Guest Speakers/Briefs:**
 - Chacewater & Stithians Energy Group reps.
 - Police ref: Community Speedwatch.

Elizabeth Allcorn *or* Charlotte Caldwell
Cornwall Council Localism Team or Community Link Officer
Tel: 07805 860511

Email: charlotte.caldwell@cornwall.gov.uk or Elizabeth.allcorn@cornwall.gov.uk

AGENDA ITEM 20.2

REPORT: The Stithians Centre (TSC) Management Committee

Decision Required:

Members are requested to note the content of this report.

REPORT:

Nothing of particular note other than TSC are arranging a Summer Competition to raise funds for the centre. This will take the form of a map with 25 locations around the parish tagged. There will also be 25 photographs and the entrants will need to match the photographs to the tagged location. It is hoped that this will get children and families out and about discovering our beautiful parish over the summer holidays.

Cllr Phil Blease

12/07/2018

AGENDA ITEM 20.3

REPORT: Gardens Challenge

Decision Required:

Members are requested to note the content of this report.

REPORT:

This was a joint venture project between SPC and Stithians Show with the aim of making Stithians brighter for Show week.

13 properties were entered into the competition. There were 5 Gold and 5 Silver awards made and additionally, awards for "Most Original Entry" and "Most Colourful Entry" were

made. These later 2 winners also received complimentary tickets for Stithians Show. Formal presentation of all awards is being made at 5.00pm in the Horticultural tent at Stithians Show. It is hoped that this will become an annual event

Cllr Phil Blease

12/07/2018

AGENDA ITEM 21

Clerk's Report for Meeting to be Held on 17th July 2018

Correspondence Received

SUMMARY OF DECISIONS REQUIRED (Details in Report):

- **To note receipt from CALC of their June 2018 Newsletter.**
- **To note receipt from Cornwall Council of a survey seeking opinions on a proposal to merge Devon and Cornwall and Dorset Police Forces.**
- **To decide upon a suitable response to Cornwall Council's request for a response to their survey on their proposed Integrated Risk Management Plan for 2019 – 22.**
- **To consider the request from the Stithians Public Defibrillator Group for the Parish Council to pay for the maintenance of two defibrillators in the village at a present cost of £160 plus VAT each.**

REPORT:

Since the last meeting, the following correspondence has been received:

Date	Type	From	Subject	Action Taken/Required
29/06	E-mail	CALC	Newsletter	See Section 1 of Report
03/07	E-mail	Cornwall Council	Merger of Police Forces - Survey	See Section 2 of Report
03/07	E-mail	Cornwall Council	Integrated Risk Management Plan	See Section 3 of Report
09/07	E-mail	Stithians Defibrillator Group	Maintenance Costs	See Section 4 of Report

1. I forwarded this to Members for information on 4th July.
2. I forwarded this to Members for information on 3rd July. It concerns proposals to merge the Devon and Cornwall and Dorset Police Forces and contains details of a survey which I hope Members will complete in their own right. Members have also seen a copy of a letter from the two Chief Constables circulated by Cllr Mrs Wood on 4th July.
3. I circulated this to Members on 9th July asking if any Member was willing to prepare a response for consideration at this meeting.
4. As Members are aware, a defibrillator is now installed in the Doctor's Surgery. It has been suggested that another defibrillator should be installed at the Bowling Club, it being central to the Cricket and Rugby Clubs, Church and local housing, plus not far from the Stithians Centre. The Bowling Club would be happy to host this on their wall, with a similar unit to the surgery one being envisaged, again being purchased via FLEET.
The purchase cost is relatively easily achieved, it is the ongoing maintenance commitment, currently of £160 + VAT per annum which causes more concern. If a second defibrillator were to be installed, this would commit £320 per year in annual fees and could well be a stumbling block for the Group. They are therefore asking if

the Parish Council could cover this, leaving the group to continue fundraising for defibrillators in the future.

Maintenance of the first unit is paid to the end of 2018, and it is envisaged that the second unit would be installed by the end of October, so a payment of £160 would be due then. Members are asked to consider paying the annual charges for both units with the cost in the current financial year being met from reserves. Subsequent payments would, of course be budgeted for.

**JV Calvert,
Clerk
10th July 2018**

AGENDA ITEM 21(A)

Clerk's Additional Report for July 2018

Correspondence not included in Main Report and also that Received between Report & Meeting

SUMMARY OF DECISIONS REQUIRED:

- 1. To decide upon a suitable response to Cornwall Council's request for a response to their consultation on their Draft Validation Guide.**

REPORT:

The following correspondence has been received since the agenda for the meeting was circulated:

<i>Date</i>	<i>Type</i>	<i>From</i>	<i>Subject</i>	<i>Action Taken/Required</i>
11/07	<i>E-mail</i>	<i>Cornwall Council</i>	<i>Consultation on Draft Planning Validation Guide</i>	<i>See Note 1 below</i>

1. I circulated this to Members on 13th July asking if any Member was willing to prepare a response for consideration at this meeting

JV Calvert

Clerk

17th July 2018

AGENDA ITEM 23

Authorisation of Payments – July 2017

Decisions Required:

- 1. To approve payment of the sums shown in the reports totalling £49,236.29 along with sums in any additional report which may be tabled at the meeting.**
- 2. To approve payment of any additional expenditure agreed by resolution during the meeting.**

Report:

1. The table below shows, as usual, invoices received since the last meeting as well as the usual monthly and other payments to be made. Figures in the last column relate to the explanatory notes below the table.
2. Invoices received between the date of the circulation of this report and the date of the meeting will be reported at the meeting as appropriate in a report tabled at the meeting.

Type	Date Due	Payee	For	VAT	Total Amount	See Note
E	28/06	SLCC	Fee for GPC Qualification		30.00	1
E	15/07	Clerk	July Salary		1301.23	2
E	15/07	Clerk	June Expenses (Appendix 1)		6.30	
E	18/07	HMRC	Clerk's Tax under PAYE - July		325.40	
E	18/07	M White	Toilet Cleaning - July		84.43	
E	18/07	M White	Litter Picking - July		137.70	
E	18/07	Tyrone Martin	Playing Field Caretaker - July		616.28	
E	18/07	Tyrone Martin	Lower Churchyard - July		72.62	
E	18/07	Tyrone Martin	Cemetery Maintenance - July		51.94	
E	18/07	Tyrone Martin	Cleaning Longdowns Bus Shelters - July		29.30	
E	18/07	M Rashleigh	PF Grass Cutting – Apr, May, Jun	139.40	836.40	
E	18/07	Bowling Club	Footpath Electricity	3.16	66.31	
E	18/07	EDF Energy	Electricity Supply - Toilet	3.97	83.27	3
E	18/07	LA Phillips	PF and Toilet Consumables	15.32	91.88	4
E	18/07	Glenn Humphries	Footpaths & Crelow Fields Maint. - June	62.40	374.42	
E	18/07	Rex Andrew	5 Cuts of Meadowside Cemetery	50.00	300.00	
E	18/07	Rex Andrew	Construction of Meadowside Cemetery	6,617.80	39,706.80	
E	??	Royal British Legion	Contribution		200.00	5
TOTALS				£6,892.05	£44,314.28	

E	15/08	Clerk	August Salary		1301.23	6,7
E	15/08	HMRC	Clerk's Tax under PAYE - August		325.40	6
E	15/08	M White	Toilet Cleaning - August		84.43	6
E	15/08	M White	Litter Picking – August		137.70	6
E	15/08	Tyrone Martin	Playing Field Caretaker - August		616.28	6
E	15/08	Tyrone Martin	Lower Churchyard - August		72.62	6
E	15/08	Tyrone Martin	Cemetery Maintenance – August		51.94	6
E	15/08	Tyrone Martin	Cleaning Longdowns Bus Shelters - August		29.30	6
E	15/08	Glenn Humphries	Footpaths & Crelow Fields Maint. - July	62.40	374.42	6
DD	14/08	PWLB	Playing Field Loan 1		1145.32	6
DD	04/09	PWLB	Stithians Centre Loan 4		783.37	6
TOTALS for August				£62.40	£4,922.01	

Notes:

1. It was agreed at the June meeting under Minute 06/06/18 that I should send my submission to the SLCC for my General Power of Competence qualification and it was further agreed that the Council would pay the £30 fee. The fee must be paid at the time of submission, which was 28th June, and I therefore made payment on that date by bank transfer.
2. This payment is the Clerk's gross salary (£1,626.63) less income tax due from the Clerk under PAYE for the month of July.

3. As Members are aware, the tenant pays for the electricity used in the whole building and, in accordance with established practice, I have invoiced her for this amount exclusive of VAT.
4. Much of this is for brushes, paint and stain to repair the Youth Shelter and re-stain the play equipment.
5. It was approved under Minute 07/02/18(2) to make a contribution of £200 to the RBL towards the cost of their pilgrimage to the Menin Gate in August in connection with the commemoration of the centenary of the ending of the Great War. At the time of writing this report, I was awaiting a request from the RBL for the payment of this sum. It will be required before the September meeting and I therefore seek authorisation at this meeting to pay it at the appropriate time.
6. As there is no meeting in August, there are several regular payments which need to be approved at this meeting. The electronic payments will be made on Wednesday 15th August and the direct debits on the date shown.
7. This is the Clerk's gross salary (£1,626.63) less the Income Tax due from the Clerk under PAYE for the month of August.

JV Calvert,
Clerk & RFO
12th July 2018

Appendix 1 may be seen upon application to the Clerk.
