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

**HELD IN THE STITHIANS CENTRE ON**

**TUESDAY 15th MARCH 2016 COMMENCING AT 7pm**

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|  | ATTENDANCE:  Councillors present were:  Cllr P Tisdale (Chair), Cllr R Nicholls, Cllr P Blease, Cllr Mrs J Godolphin, Cllr Mrs V Kavanagh and Cllr Mrs J Thomas.  The Clerk was also present.  Members of the public present were Kim Hill, Stuart Watt, Mr R Barnett, Miss J Brush and Steve Gluyas to the points mentioned. |
| 1. | APOLOGIES  Apologies were received from Cornwall Councillor John Thomas who was still recovering from his recent operation. |
| 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.  No declarations of interest in agenda items were made.  There were no written requests for dispensation to speak at the meeting. |
| 4.1  4.1.1  4.1.2 | MINUTES OF THE FEBRUARY 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 16th February 2016 as a true record of the proceedings.**  ***Proposed by Cllr Nicholls, seconded by Cllr Mrs Thomas and carried unanimously by those who voted. As she had not been present at the meeting, Cllr Mrs V Kavanagh did not vote.***  **MINUTE 01/03/16**  The Chairman duly signed the minutes as a true record of the proceedings. |
| 5  5.1 | MATTERS ARISING FROM THE MINUTES OF THE FEBRUARY 2016 COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA  There were no matters arising. |
| 6  6.1 | CORNWALL COUNCILLOR JOHN THOMAS  Cllr Thomas, having sent his apologies, was not present at the meeting. |
| 7.  7.1  7.1.1 | POLICE & NHW  *Police & NHW Liaison Officer:*  There was no report. |
|  | The Chairman closed the meeting at this point at 19.05 to allow Public Participation. |
| 8.  8.1  8.1.1  8.1.2  8.1.3  8.1.4  8.1.5  8.1.6 | PUBLIC PARTICIPATION  *Presentation – District Heating:*  Mr James Brennan of Better Energy Ltd gave a presentation on District Heating explaining how a system would work.  He explained that the purpose of his visit was his first step in engaging with the community to gauge interest and explore the possibility of installing a district heating scheme.  The basics of the scheme would be that a building to house a biomass boiler would be constructed in a suitable location sympathetically designed to “blend in” as much as possible with its surroundings and to a specification agreed by the Parish Council. Hot water would then be pumped via underground mains throughout the village which would feed individual properties via a heat exchanger and a smart meter. He advised that several Cornish suppliers of fuel had been identified.  He was seeking to place an advert in the parish newsletter and then to do a leaflet drop to all properties. This would then be followed up by presentations at public meetings timed so that everyone would have a chance to attend. The level of interest would then determine whether or not a scheme would be feasible.  There were several questions, the main answers being:   * If a property did not have central heating Better Energy would install radiators at no cost. * The boiler house would most likely have four engines with a total output of 2mW and would have a back-up generator in case of a power cut. * There would be minimal disruption to the road or footpath surface as a mole would be used. * The cost to the consumer was likely to be 5.8p per unit. * Heat loss between the boiler and the consumer was estimated to be only 0.02%. * There would be minimal traffic delivering fuel – probably one lorry every four or five weeks in the winter and every two months in the summer. * It is a pressurised system with no pump in the property being supplied. * It is likely that a community building could be supplied with heating free of charge (The possible new sports hall was mentioned). * 28 Parishes in Cornwall are presently interested and nationally there are 220 either operating or under consideration. Cranbrook has a district heating scheme and one will soon be heating 22,000 properties in Battersea. * Better Energy will own and maintain everything up to the smart meter. Pipework within individual properties, including any radiators etc installed by Better Energy will be the responsibility of the property owner.   Mr Brenan advised that he would forward literature on the scheme electronically to the Clerk whereupon the Chairman thanked him for his presentation and he left the meeting at 19.40. |
| 8.2  8.2.1  8.2.1.1  8.2.2.1  8.2.2.2 | *Matters raised by Members of the Public:*  Kim Hill was concerned that the plans approved for the housing development by Coastline in Hendra Road between Hendra Close and Old Vicarage Close made no provision for the footpath to the north of the site.  The Clerk explained that this was because, when Coastline had made the necessary enquiries of Cornwall Council they (quite rightly) referred to the Definitive Footpath Map which showed the footpath on the other side of the hedge i.e. outside the boundary of the development site whereas the route actually used went through the Coastline site. He advised that Coastline had indicated that, if necessary, they would retain this route but he would be bringing the matter to the attention of Cornwall Council.  Steve Gluyas referred to the Clerk’s report on the proposed cemetery and advised that he and his father would like to be able to have access to their land through the cemetery car park as an alternative route should it be needed. There was considerable debate on the matter between Mr Gluyas, Members and the Clerk over the merits of allowing access through the car park when an alternative was available.  Members fully supported the Clerk and indicated that they would resist the granting of any right of way through the cemetery car park. |
|  | There being no other matters raised under Public Participation, the Chairman reopened the meeting at 19.55 at which point Kim Hill left the meeting. |
| 9.  9.1  9.1.1 | TRANSPORT *Transport Representative’s Report:*  Rod Davis, the Transport Representative was not at the meeting. |
| 10.  10.1 | PARISH DEVELOPMENT WORKING GROUP  No meeting had been held |
| 11.  11.1  11.1.1  11.1.2 | 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 Mrs Thomas, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 02/03/16** |
| 11.2  11.2.1  11.2.2  11.2.3  11.2.4 | *Stithians Post Office:*  The Clerk spoke to his report, a copy of which is appended to these minutes.  He advised Members that the start of the work had been delayed by the necessity to obtain an asbestos survey which was being organised through the Post Office. He further advised the Cllr John Thomas had met with the surveyor on the morning of the meeting.  He drew Members’ attention to the request from Michelle Firminger for the PC to install a phone line.  **RESOLVED:**   1. **To note and approve the content of the report and to note the further information provided at the meeting relating to Stithians Post Office.** 2. **Not to pay for the installation of a telephone line to the toilet building as it would be an inappropriate use of public money.**   ***Proposed by Cllr Mrs Thomas, seconded by Cllr Mrs Kavanagh and carried unanimously by those who voted. Cllr Blease did not vote.***  **MINUTE 03/03/16** |
|  | Bob Barnett and Jayne Brush left the meeting at this point at 20.05. |
| 12  12.1  12.1.1  12.2  12.2.1 | 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 four applications highlighted therein.  **This information was duly noted.**  *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.** |
| 12.3 | *Planning Applications Received:* |
| 12.3(a)  12.3(a).1  12.3(a).3 | *PA16/01302 – Mr & Mrs Ferris – Barn conversion to dwelling – Herniss Farm.*  Cllr Blease spoke to his report, a copy of which is appended to these minutes.  **RESOLVED to support the application.**  ***Proposed by Cllr Blease, seconded by Cllr Mrs Thomas and carried unanimously.*** **MINUTE 04/03/16** |
| 12.3(b)  12.3(b).1  12.3(b).2 | *PA16/01479 – Stithians Agricultural Association – Demolition of sub-standard toilet blocks & replacement with 4 No. temporary toilet facilities – Stithians Showground.*  Cllr Blease presented his report, a copy of which is appended to these minutes.  **RESOLVED to support the application.**  ***Proposed by Cllr Nicholls, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 05/03/16** |
| 12.4 | *Planning Applications Received after Publication of the Agenda:*  The Clerk advised that no applications had been received after publication of the Agenda. |
| 13  13.1  13.1.1  13.1.2 | LICENSING  *Licensing Applications:*  Members considered the Clerk’s report, a copy of which is appended to these minutes.  **RESOLVED:**   1. **To note and accept the content of the report on Licensing Applications.** 2. **To ratify the action of the Clerk in informing Cornwall Council that SPC has no objection to the granting of an off-licence to Mr & Mrs Burley.** 3. **To ratify the action of the Clerk in informing Cornwall Council that SPC would only withdraw their objection to the granting of a licence to Kernow Adventure Park if the conditions stipulated in an e-mail received on 23rd February from Cornwall Council were applied to recorded as well as live music.** 4. **To authorise the Chairman to attend a meeting of the Licensing Sub-Committee to present the Parish Council’s objections as detailed in the report.**   ***Proposed by Cllr Nicholls seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 06/03/16** |
| 14  14.1.1  14.1.2  14.1.3 | NEW CEMETERY  The Clerk presented his report, a copy of which is appended to these minutes.  Members reiterated the remarks made in the public part of the meeting and expressed deep concern over the length of time that is being taken to finalise matters.  **RESOLVED:**   1. **To note and accept the content of the report.** 2. **To ratify the Clerk’s action in making a compensation payment to Paul Gluyas in the sum of £600 in order to expedite the early erection of the boundary fence to the new cemetery.** 3. **Not to proceed with the erection of the boundary fence in advance of completion of the sale of the land for the new cemetery.** 4. **To ratify the action of the Clerk in informing the relevant parties that the Parish Council will not consent to an access for the tenant farmer through the car park of the new cemetery.** 5. **That the Clerk send an e-mail to the Agent for the Glebe in an effort to stimulate some sort of progress and to copy it to the tenant farmer and the Council’s Solicitor.**   ***Proposed by Cllr Nicholls, seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 07/03/16** |
| 15  15.1  15.1.1  15.1.2  15.1.3  15.1.4 | FOOTPATHS, HIGHWAYS & ENVIRONMENT PORTFOLIO  *Environment Portfolio Report:*  The Clerk presented his report, a copy of which is appended to these minutes.  He advised that he had now heard from Debra Marriott in connection with the outstanding matters and was pleased to report that the matter of the blocking of FP12 by a potato crop had been rectified by the farmer.  Cllr Blease was of the opinion that SPC might get quicker resolution to local matters like this by talking to the landowners directly before involving CC departments.  **RESOLVED to note and accept the content of the report along with the update given to the meeting.**  ***Proposed by Cllr Mrs Thomas, seconded by Cllr Blease and carried unanimously.***  **MINUTE 08/03/16** |
| 15.2  15.2.1  15.2.2 | *Meeting with Cormac Area Manager – 1st March 2016:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED to note and accept the content of the report.**  ***Proposed by Cllr Mrs Thomas, seconded by Cllr Blease and carried unanimously.***  **MINUTE 09/03/16** |
| 15.3  15.3.1  15.3.2 | *Crellow Fields Amenity Area:*  The Clerk presented his report, a copy of which is appended to these minutes.  **This information was duly noted.** |
| 15.4  15.4.1  15.4.2 | *Institute Notice Board:*  The Clerk presented his report, a copy of which is appended to these minutes. The Chairman advised that the situation remained the same.  **This information was duly noted.** |
| 16  16.1  16.1.1  16.1.2  16.1.3 | PLAYING FIELD PORTFOLIO *Notes of Playing Field Meeting held on 8th February 2016:*  The Clerk presented his report, a copy of which is appended to these minutes.  He also referred to two matters mentioned in the notes of the meeting:   * *Survey of the Playing Fields:* He had received a quotation from the company suggested by Grenville Tresidder and had asked for three others for comparison. To date only one had been received but it was cheaper. * *Tree at Entrance to Car Park:* He had received a request from the Bowling Club for this tree to be removed as it was dead and twigs were dropping onto the bowling green. He advised that he had asked Glenn Humphries for a quotation for its removal.   **RESOLVED:**   1. **To note and agree the content of the notes of the Playing Field Progress Meeting held on 7th March 2016 and the actions contained therein with particular reference to the financial implications.** 2. **To authorise the Clerk to accept a suitable quotation of no more than £500 for a survey of the playing fields.** 3. **That the Clerk seek further quotations for the removal of the dead tree at the entrance to the playing field car park and report to the next meeting.**   ***Proposed by* *Cllr Nicholls, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 10/03/16** |
| 16.2  16.2.1  16.2.2  16.2.3 | *Rugby Club –Use of Playing Fields & Revised MOU:* The Clerk presented his report a copy of which is appended to these minutes.  He read to the meeting an e-mail received from the Rugby Club, a copy of which is appended to these minutes and which indicated the RFC’s agreement to roll and seed as necessary at the end of each season. It was also noted that they were willing to sign the revised MOU.  **RESOLVED to note and approve the content of the report along with the response received from the Rugby Club and to forward them the revised MOU for signature.**  ***Proposed by* *Cllr Nicholls, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 11/03/16** |
| 17  17.1-17.3 | CONSULTATIONS The Clerk presented his report on three consultations received, a copy of which is appended to these minutes.  **The content was duly noted** |
| 18 | PUBLIC RELATIONS  Members considered an article prepared by Cllr Blease and were generally pleased with the content. It was agreed by consensus that, with suitable amendments, particularly as regards the proposed cemetery and with the addition of information about a possible district heating scheme, it should be published as an edition of Spotlight, the draft of which should be presented to the next meeting. |
| 19  19.1 | REPORTS OF COUNCIL REPRESENTATIVES ON OUTSIDE BODIES  *MVRG/CNA Meeting:*  The Clerk advised that no meeting had been held, the next being on 17th March. |
| 19.2  19.2.1 | *Stithians Centre Management Committee:*  The Clerk advised that, although a meeting had taken place, there was nothing of significance to report that affected the Parish Council.  **This was duly noted.** |
|  | Steve Gluyas and Stuart Watt left the meeting at this point at 21.10. |
| 20  20.1  20.2  20.3 | 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 attached to these minutes.  **RESOLVED:**   1. **To ratify the Clerk’s action in informing the Secretary of the Agricultural Association that, as a result of an e-mail vote, the Council feels that it does not have the necessary resources to take part in a beacon lighting ceremony in connection with the Queen’s 90th birthday on 21st April 2016.** 2. **To note receipt from Cornwall Council of their Environment Service Standards.** 3. **To note receipt from Cornwall Council of their Communities & Devolution Bulletin dated 29th February 2016.** 4. **To reply to Carn Brea Parish Council’s letter dated 1st March 2016 concerning Neighbourhood Planning informing them that there is no intention at present to prepare a Neighbourhood Plan but that neighbouring parishes should share information relevant to neighbourhood planning as much as possible.** 5. **To note receipt from Cornwall Council of their Communities & Devolution Bulletin dated 8th March 2016.** 6. **To note receipt from Cornwall County Playing Fields Association of their Spring 2016 Newsletter.** 7. **To grant permission for the St Stythians Fayre on the Playing Field on 23rd July 2016 to go on until 10pm.** 8. **To note information received from Cornwall Council concerning the pending Boundary Commission Review of Electoral Divisions and to agree that the Chairman attend a meeting with two members of the Commission on 30th March.**   ***Proposed by Cllr Nicholls, seconded by Cllr Mrs Godolphin and carried unanimously.***  **MINUTE 12/03/16** |
| 21 | URGENT ITEMS The Clerk advised that there were no urgent items for consideration at this point in the meeting. |
| 22  22.1  22.2  22.3 | 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  **RESOLVED to approve payment of the sums shown in the reports totalling £4,892.80.**  ***Proposed by Cllr Mrs Thomas, seconded by Cllr* Mrs Kavanagh *and carried unanimously.***  **MINUTE 13/03/16** |
| 23 | ITEMS FOR NEXT MEETING  The following items were identified for discussion at the April meeting:   1. Final Accounts – Clerk to report. 2. Quotations for a survey of the playing fields – Clerk to report. 3. Article for Spotlight – Cllr Blease to report. |
| 24 | PRESS RELEASE  This had been discussed under Agenda Item 18. |
| 25 | DATE OF NEXT MEETING  It was agreed that the next Council Meeting would take place on Tuesday 19th April at 7 pm in the Stithians Centre. |
| 26 | CONFIDENTIAL ITEMS  The Chairman proposed, seconded by the Vice Chairman, that the Press and Public be excluded from the meeting at this point (21.25) 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.** |
| 26.1  26.1.1  26.1.2 | *Planning Compliance:*  The Clerk presented his report, which remains confidential and updated Members on some of the cases.  **RESOLVED to note the report and the updates given to the meeting.**  ***Proposed by Cllr Mrs Godolphin, seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 14/03/16** |
| 26.3  26.3.1  26.3.2 | *Receipt of Tenders for Weed Spraying:*  The Clerk presented his report, which remains confidential.  **RESOLVED to accept the tender for weed spraying submitted by Independent Rural Services in the sum of £537.50.**  ***Proposed by Cllr Nicholls, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 15/03/16** |
|  | The meeting closed at 21.35. |

Signed as a true and accurate record of the proceedings.

…………………………………………………. Chairman

Date:…………………………………………