

MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL
HELD IN THE STITHIANS CENTRE ON
TUESDAY 18th FEBRUARY 2020 COMMENCING AT 7.00pm

ATTENDANCE

Present were Cllr P Blease (Chairman), Cllr Mrs J Thomas, Cllr Mrs C Sylvester, Cllr A Bunclark, Cllr M Whitbread-Jordan (to the point mentioned), Cllr H Jones, Cllr W Thomas, Cllr Mrs R Wood, Cllr S Watt and the Clerk.

Members of the Public present were Diane & John Bell and Scott Moon to the points mentioned.

Brian Piper was also present to the point mentioned.

The Chairman welcomed Cllr Stuart Watt to his first meeting.

1. APOLOGIES

Apologies were received and accepted from Cllr Mrs V kavanagh who was away attending a family funeral and Cllr R Iles who was ill

Apologies were also received from Rod Davis.

2. URGENT ITEMS

The Clerk advised that there were no urgent items for consideration, but the Chairman had agreed that Scott Moon could do a brief presentation under Agenda Item 9.1.

3. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION

3.1 There were no declarations of interest.

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

4.1 MINUTES OF THE JANUARY 2020 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 21st January 2020 as a true record of the proceedings.**

Proposed by Cllr W Thomas, seconded by Cllr Jones and carried unanimously by those who voted. As he had not been present at the meeting, Cllr Watt did not vote.

MINUTE 01/02/20

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

5 MATTERS ARISING FROM THE MINUTES OF THE JANUARY 2020 COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA

There were no matters arising.

6 CORNWALL COUNCILLOR JOHN THOMAS

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

6.2 He had advised the Clerk that the matter of the condition of FP2 was being investigated by Cornwall Council and that he would give the Clerk an update on enforcement matters in due course..

7. POLICE & NHW

7.1 The Chairman advised that there had been a distraction burglary in Longdowns..

The Chairman closed the meeting at this point at 19.05 to allow Public Participation.

8 PUBLIC PARTICIPATION

8.1 John Bell advised of a large pothole at the entrance to the playing field car park, which he felt was a hazard. The Clerk agreed to investigate.

8.2 Diane Bell reported that the Tory Bridleway was extremely waterlogged and impassable in places.

There being no further matters raised under Public Participation, the Chairman re-opened the meeting at 19.10.

9. STITHIANS ENERGY GROUP

9.1.1 Brian Piper presented his report, a copy of which is attached to these minutes.

9.1.2 He advised that he expected delivery of the trees sometime in the first two weeks of March.

The report was duly noted without a vote.

9.1(A) *Presentation by Scott Moon:*

9.1(A).1 At the invitation of the Chairman, Scott Moon, a new member of the Stithians Energy Group as mentioned by Brian Piper in his report, gave a brief presentation, details of which are contained in the document attached to these Minutes.

9.1(A).2 **It was agreed by consensus to support him as much as possible, particularly in his proposal to hold a Grant Fair and to publicise his activities as much as possible.**

9.2 *CPIR Climate Change Action Group:*

This was covered in Brian Piper's report.

9.2 *Climate Emergency - SPC Action Points:*

9.2.1 The Chairman presented up-to-date information on the Council's 23-point Action Plan, a copy of which is attached to these minutes.

9.2.2 He advised that it was generating considerable outside interest and reminded Members to keep him informed of progress so that he could keep it up to date..

9.2.3 **RESOLVED to note the actions contained in the Action Plan list presented to the meeting.**

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

MINUTE 02/02/20

10. TRANSPORT

10.1 *Transport Representative's Report:*

Having given his apologies, Mr Davis was not present at the meeting but had advised that he had nothing to report other than the fact that services were mostly running to time and that there was considerable speculation (but nothing definite) as to what would happen when new operators took over at the end of March.

11. NEIGHBOURHOOD DEVELOPMENT PLAN WORKING GROUP

Cllr Mrs J Thomas advised that recent meetings had concentrated on publicity and the setting up of the website. She further advised that the next meeting of the Group was to be held on 27th February.

This information was duly noted without a vote.

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 Mrs J Thomas, seconded by Cllr W Thomas and carried unanimously.
MINUTE 03/02/20
- 12.2 *Community Governance Review:*
- 12.2.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 12.2.2 Members also considered an e-mail from Ross Williams, a copy of which is attached to these minutes
- 12.2.3 **RESOLVED to agree to reiterate the previous decision that the Parish Boundary should remain as it is.**
Proposed by the Chairman, seconded by Cllr Whitbread-Jordan and carried unanimously.
MINUTE 04/02/20
- 12.3 *Playing Field Equipment Appeal:*
- 12.3.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 12.3.2 **RESOLVED to note that the Playing Field Equipment Appeal currently stands at £3,827.43.**
Proposed by Cllr Jones, seconded by Cllr Mrs Wood and carried unanimously.
MINUTE 05/02/20
- 12.4 *Community Fund:*
- 12.4.1 The Clerk presented his report, a copy of which is attached to these minutes..
- 12.4.2 **RESOLVED to note that the Community Fund currently stands at £424.42.**
Proposed by Cllr Jones, seconded by Cllr Mrs Wood and carried unanimously.
MINUTE 06/02/20
- 12.5 *Glebe Committee:*
- 12.5.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 12.5.2 Members expressed their disappointment at the rather negative response from the Glebe Committee
- 12.5.3 **RESOLVED to note and approve the content of the report relating to the Glebe Committee.**
Proposed by Cllr Jones, seconded by Cllr Mrs Wood and carried unanimously.
MINUTE 07/02/20
- 12.6 *75th Anniversary of VE Day:*
- 12.6.1 Cllr MRS Sylvester presented her report, a copy of which is attached to these minutes.
- 12.6.2 She advised that various matters were under consideration.
- 12.6.3 The matter of the allocation of any monies raised was discussed. It was hoped that this could be clarified at the next meeting of the group on 27th February.
- 12.6.4 **RESOLVED to note and approve the content of the report in respect of the VE Day 75th Anniversary.**

Proposed by Cllr Mrs Sylvester, seconded by Cllr Watt and carried unanimously.

MINUTE 08/02/20

- 12.7 *Wi-Fi/Broadband for the Stithians Centre:*
12.7.1 The Chairman spoke to the Clerk's report, a copy of which is attached to these minutes and advised that he had a dual-hatted role in the matter.
12.7.2 **RESOLVED to press Cornwall Council for an answer to The Stithians Centre Enquiry about assistance with the provision of funding for a broadband connection at the Centre.**

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

MINUTE 09/02/20

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 six 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 not been informed of any further planning decisions.

13.3 *Planning Applications Received:*

- 13.3(a) *PA19/11214 – Ms D Hill – Extension to provide annexe for dependant relative, conservatory, utility room and extension to lounge – Little Menerdue.*

- 13.3(a).1 Cllr Mrs J Thomas presented the report, a copy of which is attached to these minutes.

- 13.3(a).2 **RESOLVED to support the application.**

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

MINUTE 10/02/20

- 13.3(b) *PA20/00648 – Mr I Kendall – Removal of agricultural residency conditions – Higher Trebarveth Farm.*

- 13.3(b).1 Cllr Mrs J Thomas presented the report, a copy of which is attached to these minutes. The proposal was debated at length.

- 13.3(b).2 **RESOLVED to support the application.**

Proposed by Cllr Mrs J Thomas, seconded by Cllr Jones and carried. Cllrs Whitbread-Jordan, W Thomas and Watt voted against the proposal.

MINUTE 11/02/20

- 13.3(c) *PA19/11250 – Mr J Bell – Single storey extension to existing dwelling to create toilet/utility area – Iona, Crelow Hill.*

- 13.3(c).1 Cllr Mrs J Thomas presented the report, a copy of which is attached to these minutes.

- 13.3(c).2 **RESOLVED to support the application and to point out the extremely poor quality of the drawings submitted.**

Proposed by Cllr Mrs J Thomas, seconded by Cllr Jones and carried unanimously by those who voted. Cllr Whitbread – Jordan did not vote.

MINUTE 12/02/20

13.3(d) *PA19/06325 – Mr S Bray – NMA for addition of side entrance doors to both dwellings approved under PA18/08487 – Land SW of Meadow Court.*

13.3(d).1 Cllr Mrs J Thomas presented the report, a copy of which is attached to these minutes.

13.3(d).2 **RESOLVED to support the application.**

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

MINUTE 13/02/20

13.4 *Planning Applications Received after publication of the Agenda:*

The Clerk advised that no applications had been received after publication of the agenda.

14 LICENSING

14.1 *Licensing Applications:*

14.1.1 Members considered the Clerk's report, a copy of which is appended to these minutes.

14.1.2 **This was duly noted**

Mr & Mrs Bell left the meeting at this point at 20.20.

15 ENVIRONMENTAL MANAGEMENT CONTRACT

15.1 *Progress Meeting Held on 10th February 2020:*

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

15.1.2 **RESOLVED:**

1. To note and agree the content of both the report and the notes of the Environmental Management Contract Progress Meeting held on 10th February 2020 and the actions contained therein with particular reference to any financial implications.

2. To agree to purchase a recycled plastic picnic bench for approximately £300 plus delivery to be placed in Crelow Fields Amenity Area.

3. To ask the Trustees of the Stithians Institute if they would be willing for the purchase of the bench to funded from the monies raised from the sale of the Institute and to suggest that a plaque be placed on the bench acknowledging the fact that it had been provided by the Trustees.

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

MINUTE 14/02/20

16 MEADOWSIDE CEMETERY

Nothing to report.

17 FOOTPATHS, HIGHWAYS & ENVIRONMENT PORTFOLIO

17.1 *Environment Portfolio Holder's Report:*

Cllr Mrs J Thomas, the Portfolio Holder, had nothing to report.

17.2 *Meeting with Cormac Area Manager – 12th February 2020:*

17.2.1 The Clerk presented the notes of the meeting, a copy of which is attached to these minutes.

17.2.2 **RESOLVED to note and agree the content of the notes of the meeting with the Cormac Area Manager held on 12th February 2020.**

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

MINUTE 15/02/20

17.3 *Refurbishment of War Memorial:*

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

17.3.2 The Chairman advised that the result of the application to the Heritage Lottery Fund should be known by mid-March.

17.3.3 **RESOLVED to note the information provided on the refurbishment of the war memorial.**

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

MINUTE 16/02/20

17.4 *Longdowns Central Refuge:*

17.4.1 As Cllr John Thomas was not present at the meeting, no information on progress was available.

17.5 *Speed Monitoring:*

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

17.5.2 The Chairman advised Members of updates carried out to the software.

17.5.3 **RESOLVED to note the information provided on speed monitoring.**

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

MINUTE 17/02/20

17.6 *Longdowns Bus Shelters:*

17.6.1 The Clerk presented his report, a copy of which is appended to these minutes. He advised that, because of recent weather, Truro Portable Buildings now hoped to erect the shelters by Easter.

17.6.2 **RESOLVED to note the information provided on the Longdowns Bus Shelters.**

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

MINUTE 18/02/20

Brian Piper and Scott Moon left the meeting at this point at 20.40.

18 **PLAYING FIELD PORTFOLIO**

18.1 *Playing Field Management:*

The Clerk presented his report, a copy of which is attached to these minutes. There were no items for discussion.

18.2 *Pavilion:*

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

18.2.2 Unfortunately, Cllr Iles was not present at the meeting.

18.2.3 **RESOLVED:**

1. To note and agree the content of the report on the pavilion.
2. That Cllr Iles' report on possibilities for a replacement pavilion and the use of portable buildings/storage containers be deferred to the next meeting.
3. That the Clerk investigate the matter of providing a storage container for use by Tyrone Martin and report to the next meeting.

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

MINUTE 19/02/20

18.3 *Installation of Climbing Frame:*

The Clerk presented his report, a copy of which is attached to these minutes.
The content was duly noted.

18.4 *Outdoor Fitness:*

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

18.4.2 **RESOLVED to defer any decision on the provision of outdoor fitness equipment for the time being and to concentrate on the provision of a new pavilion and a multi-use games area (MUGA).**

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

MINUTE 20/02/20

18.5 *Resurfacing of Car Park:*

18.5.1 The Clerk presented his report, a copy of which is attached to these minutes.
Unfortunately, Cllr Iles was not present at the meeting.

18.5.2 **RESOLVED:**

1. **To note and agree the content of the report on the resurfacing of the car park.**
2. **That Cllr Iles' report on the resurfacing of the car park be deferred to the next meeting.**
3. **That the Clerk report to the next meeting on estimates for resurfacing the car park with tarmac.**

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

MINUTE 21/02/20

18.6 *Tennis Court:*

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

18.6.2 The Chairman gave some background on the pictures circulated prior to the meeting, copies of which are attached to these minutes and there was considerable discussion on the matter of a MUGA.

18.6.3 **RESOLVED:**

1. **That, if a MUGA is to be provided, it should be in addition to, rather than replacing, the tennis court.**
2. **That the Chairman report to the next meeting with more detail as regards the installation of a MUGA.**
3. **That the Clerk ask the Trustees of the Institute if they would be willing to use the remainder of the monies in the Fund as match funding for a MUGA and possibly a replacement (community use) pavilion.**

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

MINUTE 22/02/20

Cllr Whitbread-Jordan apologised and left the meeting at this point at 21.30

19 CONSULTATIONS

19.1 *Cornwall Council – Draft Cornwall Design Guide and Draft Streetscape Design Guide:*

- 19.1.2 The Chairman presented his report, a copy of which is attached to these minutes.
- 19.1.3 **RESOLVED to make no response to the consultation.**
Proposed by the Chairman, seconded by Cllr Jones and carried unanimously.
MINUTE 23/02/20
- 20 PUBLIC RELATIONS
Nothing to report.
- 21 REPORTS OF COUNCIL REPRESENTATIVES ON OUTSIDE BODIES
- 21.1 *MVRG – Meeting held on 23rd January 2020:*
The notes of the meeting were not yet available.
- 21.2 *Stithians Centre Management Committee:*
Nothing of concern to the PC to report.
- 22 CORRESPONDENCE
- 22.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 22.2 He also presented his report on correspondence received after publication of the agenda, a copy of which is also appended to these minutes.
- 22.3 **RESOLVED:**
1. To grant permission for the Playing Field to be used for Fayre Day, subject to the usual conditions.
 2. To note receipt from the Police & Crime Commissioner of her January 2020 Newsletter.
 3. To note receipt from Cornwall Council of their Planning News for Local Councils and Agents dated 30th January 2020.
 4. To note receipt from Cornwall Council of their Town & Parish Council Newsletter dated January 2020.
 5. To note receipt from Cornwall Council of information regarding Stage 3 of the Local Governance Review.
 6. To note receipt from Cornwall Council of information regarding the preparation of their Climate Change Development Planning Document.
 7. To note receipt from Cornwall Council of notice of a briefing event for the Tour of Britain on 3rd March and to publicise the event
- Proposed by Cllr W Thomas, seconded by Cllr Bunclark and carried unanimously.**
MINUTE 24/02/20
- 23 URGENT ITEMS
There were no urgent items for consideration at this point on the agenda.
- 24 AUTHORISING OF PAYMENTS
- 24.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 24.2 He also presented his report on invoices received since the publication of the agenda, a copy of which is also attached to these minutes.
- 24.3 **RESOLVED to approve payment of the sums shown in the reports totalling £12,950.97.**
Proposed by Cllr Mrs Wood, seconded by Cllr Jones and carried unanimously.
MINUTE 25/02/20

25 ITEMS FOR NEXT MEETING

The following items were identified for discussion at the March meeting:

- Storage Container for Playing Field Caretaker – Clerk to report.
- Benches for Playing Field – Chairman to report.
- Replacement of pavilion – Clerk/Cllr Iles to report.
- Resurfacing of Playing Field Car Park – Clerk/Cllr Iles to report.
- Provision of a MUGA – Chairman to report.

26 DATE OF NEXT MEETING

It was agreed that the next Council Meeting would take place on Tuesday 17th March at 7pm in the Stithians Centre.

27 CONFIDENTIAL ITEMS

The Chair proposed, seconded by the Vice Chair, that the Press and Public be excluded from the meeting at this point (21.45) 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.

27.1 *Planning Enforcement:*

27.1.1 The Clerk presented his report, the content of which remains confidential.

27.1.2 **RESOLVED to note the report and the further information imparted by the Clerk to the meeting.**

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

MINUTE 26/02/20

The Meeting closed at 21.55.

Signed as a true and accurate record of the proceedings.

..... Chairman

Date:.....