



A-barth Onan Hag Oll! Representing One and All

## **REPORTS FOR MARCH 2018 MEETING**

### **AGENDA ITEM 9.1**

## Stithians Energy Group (SEG) report notes for Stithians Parish Council 20/03/18

1. SEG is still working through the free thermal image surveys.
2. An article on Land Use and Climate Change has been issued to The Stithians Times for the next edition. The next article will probably follow the previous articles on waste reduction and how the country is adopting a circular economy.
3. SEG has held its talk on "Land Use and Climate Change" by Nikki Jones. The talk was very well attended by over 50 people. A good number from the farming community were present. The first part of the talk was hard hitting not holding back any punches on the urgency of mitigating climate change. The second half focused on what could and what is being done. It was noticed the average age of the audience was about 60 and that we have to engage with younger people. Chacewater and Porthleven were the same but the Penryn audience were younger (average 35ish). Bedminster Energy Groups (BEG) average audience age is about 40.
4. SEG has been actively linking up with other climate change mitigation groups in the area. We had arranged for Nikki Jones to also talk at Chacewater Energy Group and Friends of the Earth ( Lizard Peninsula). After being impressed by her talk at Chacewater a member of the audience asked if she would do a short talk for their group in Penryn that evening. It was a very busy weekend.
5. At the Porthleven talk I met Cllr. (Dr.) Nigel Miles of Carn Brea Parish Council (Pool Ward). He showed me a copy of their Neighbourhood Plan energy efficiency and community energy resources document, a copy of which I obtained for our own Stithians Neighbourhood Plan group. It shows what other parish councils are doing and might be of interest to Stithians Neighbourhood Plan group.
6. SEG has had another member join the committee but we require more before we can research the possibility of community renewables. However we will pursue the funding to put PVs on The Stithians Centre. SEG and The Stithians Centre (Phil) to work together on this.
7. SEG has been persuading the possibility of having a pitch at this year's Stithians Show. Jenna Payne (Stithians Show General & Company secretary) attended SEG's last committee meeting to discuss how we could work together. The outcome was they would like SEG to be involved with their Next Generation Project. This is a hands on event for young children (key stage two) focusing on environment / climate change issues.
8. Jenna also thought the Show might be able to help SEG with its tree planting proposal. The Show has been thinking about planting trees for years and combining our efforts might bring this to fruition. This led to SEG attending a show committee meeting to discuss the issue. SEG is now waiting on the Show committee proposal to see if we can take this forward. We have had three other leads to possible planting sites as well as the suggestion of land at Seareauagh. All of these are on hold at the moment until we have the proposal from the Show.

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## AGENDA ITEMS 12.1 – 12.4

## **Clerk's Reports for Meeting on 20<sup>th</sup> March 2018**

## **Summary of Decisions Required:**

1. To note the Council's current financial position.
2. To note the information provided concerning "Big Thank You" events to commemorate the end of the Great War.
3. To agree to obtain a debit card for the Council's bank account to be held by the Clerk.
4. To subscribe to Microsoft Office 365 at a cost of £79.99 per annum using the debit card referred to above.
5. To note the information provided by the Clerk in relation to further correspondence received from Mr B Petersen following the settlement of his claim against the Parish Council.

### Report:

#### 12.1 Council's Current Financial Position:

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 13<sup>th</sup> March 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 Big Thank You:

Members will recall that this matter was discussed at the February meeting under Item 12.5, End of World War 1. Members will further recall that, under Minute 07/02/18(1), it was resolved that Cllrs W Thomas and Mrs Sylvester would represent the PC at meetings of a group formed to discuss how this should be commemorated.

The first meeting took place on Wednesday 7<sup>th</sup> March, notes of which are attached as Appendix 1 to this report. I'm not sure whether this has been "posted" yet but I did ask to see the final draft as this contains a couple of things that I have pointed out as in need of amendment.

Members will see that the next meeting is scheduled for 27<sup>th</sup> March and this has now been confirmed it will be held in the Bowls Club.

#### 12.3 Microsoft Office:

I am currently using MS Office 2007 which is no longer supported by Microsoft. Whilst this doesn't ordinarily cause a problem, I had occasion recently seek help on how to do something and this was not, of course, forthcoming. The time has come, therefore, to upgrade and the best option now is to subscribe to MS Office 365 which is kept updated automatically by Microsoft. There is an added advantage that this subscription allows the program to be installed on up to five different devices so I shall be able to install in on the laptop as well, although that is presently running Office 2010 which is still supported.

This entails an annual subscription of £79.99 which is payable only by Pay Pal, Credit Card or Debit Card. Whilst I am happy to pay for it and reclaim the expenditure, and although this process has been used in the past, it is not strictly in accordance with Financial Regulations. Furthermore, as it will be a regular annual payment, it will "come unstuck" when I am no longer Clerk.

The solution to this problem, which will also facilitate other on-line purchases that do have to be made from time to time, is to obtain a debit card for the Council's bank account which will be held by the Clerk.

I hope to have the necessary application form for signature at the meeting.

#### 12.4 Complaint from Mr B Pettersen:

I have made Members aware of further correspondence from Mr Pettersen following his agreement to settle his claim, albeit confidentially. Although he has marked his correspondence as confidential and for "Parish Council Viewing Only", I see no reason why, in the interests of openness and transparency, whilst respecting the confidentiality of the actual document, my actions in response to his correspondence should not be recorded in the public domain.

He refers to the fact that John Colgate used the same format for his proposed settlement of the claim against the Stithians Centre as was used in settlement of the PC claim and questions how this came to be. Members are aware of my two responses to him which, to respect Mr Pettersen's request for confidentiality will not be published. Members are also aware that I have told Mr Pettersen that, because his claim against the Parish Council has been settled, I am not willing to enter into any more correspondence with him on the matter.

I do not believe the fact that the same format was used is of any consequence. Indeed, I should have thought that, because he accepted the form used in the PC claim, to use the same wording for the (identical) claim against the Stithians Centre made a lot of sense and was a logical step to take.

Members are also aware that, because he is implicated in Mr Pettersen's latest correspondence, I have also copied it (Confidentially) to John Colgate and have informed Mr Pettersen that I have done so.

JV Calvert

Clerk and RFO

13<sup>th</sup> March 2018

**The Appendices to these reports may be seen upon application to the Clerk**

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### **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.**

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### **AGENDA ITEM 13.3(a)**

**Clerk's Report for Meeting to be held on 20<sup>h</sup> March 2018**

**PLANNING APPLICATIONS PA17/12222 and PA17/12227**

**Linda Lea, Longdowns**

The necessity for this report was overlooked when the Agenda was prepared and I apologise to Members for the oversight.

**Decision Required:**

To re-consider PA17/12222 and PA12227 in the light of further information received from Cornwall Council and Cornwall Councillor John Thomas.

Report:

Members will recall that these two applications, which relate to the same site and would result in the construction of four dwelling to replace one, were discussed at the January meeting when it was resolved not to support either of them.

I have been contacted by the Case Officer who is minded to support both applications. His letter to the PC is attached as Appendix 1 to this report.

It was my intention, because of the 5 day deadline under the Protocol, to seek Members' opinion via an e-mail vote but before I could do that, I was copied into an e-mail which Cllr John Thomas had sent to the Case Officer on 6<sup>th</sup> March as follows:

*Hi James,*

*Following on from our telephone conversation this morning, I wish to now confirm that no decision should be forthcoming until we have met to discuss both applications as agreed, also to confirm your assurances that an extension of time for a decision is quite in order as you suggested earlier, please let me know when it is convenient to meet up, I have meetings tmro, early Thursday morning and 4 oclock in the afternoon and all day Friday, next week as far as I know now apart from Monday`s West Area Planning should have some free windows to discuss the above,*

*Kind regards,*

*John T.*

The Case Officer has confirmed to me that it will be in order for me to submit the Council's response immediately after this meeting.

At time of writing this report, I had not heard from Cllr John Thomas but hope to have something for consideration at your meeting.

**JV Calvert,**

**Clerk**

**16<sup>th</sup> March 2018**

**Appendix 1 to AGENDA ITEM 13.3(a)**

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**Your ref:**

**My ref: PA17/12222 and PA17/12227**

**Date:** 06.03.2018

Mr J Calvert  
Parish Clerk  
18 Edward Street  
Tuckingmill  
Camborne  
Cornwall  
TR14 8PA

Via E-mail:

stithianspc@aol.com

Dear Mr J Calvert

**Proposal:** Construction of 2 Dwellings [and] Construction of 2 Dwellings

**Planning applications: PA17/12222 and PA17/12227**

Thank you for your response to the proposals referenced above, both at Linda Lea in Longdowns and detailed as follows:

This application was considered at the meeting held on 16th January 2018 when it was resolved NOT to support the application.

It was considered along with PA17/12227 which relates to the same site and therefore constitutes over-development of the site as one dwelling will be replaced by four which, despite the provision of two parking spaces per dwelling, will undoubtedly lead to on-street parking at what is already a difficult junction.

The Council is of the opinion that both applications should be withdrawn and replaced with one for the construction of two dwellings on the whole site with no access onto the A394.

*[Also noted that there are concerns in relation to the access onto the A394 associated with application reference PA17/12227]*

In this case I am minded to approve both schemes, with a minor amendment to one window opening. While I appreciate your concerns, I do not believe there is sufficient cause or justification to refuse either permission (also with the conditions imposed which I would recommend).

Firstly, in relation to over-development, while there is a net increase from 1 unit to 4 on site this does not in itself cause concern. The site is within an existing residential, built up area, with other properties in the vicinity at a clearly higher density. The proposal will not appear out of character or unusual in the setting, and there is no encroachment into open countryside. Should over-development be cited as a concern, there should be an identifiable impact to visual amenities, a cramped layout, overbearing/overlooking or such like. This is not the case with the applications in hand.

The existing single property benefits from a substantial curtilage that does not reflect the nature of surroundings, and is unusual in a residential setting. The proposed developments notably increase density, and will therefore be more modest in scale, with comparatively small accompanying areas of amenity. However, there remains a reasonable separation between each property so as to avoid any overbearing impacts, and the private amenity areas provided are commensurate and suitable relative to each individual property. The design, finish and scale are all acceptable. The properties will not be prominent within the street scene, and are of a height and massing comparative to adjacent properties on the frontage. The detached units facing the A394 correspond with Gordon Villa in terms of appearance, while the semi-detached properties on the north side of the site will integrate effectively with the street scene to the north, taking into account the line of three terraced units in this direction. With these points in mind, it is suggested the proposals comply with policy 12 of the CLP.

It is noted that with the increase in dwellings on the plot and the closer proximity, residential amenities should be taken into account. As such, following discussions with the agent further information has been supplied to demonstrate the impact from overlooking/loss of privacy is not significant. This also leads to the suggestion to obscure certain windows – mainly those at upper floor level facing north from proposed “unit 1” on application reference PA17/12227. This would address concerns in relation to overlooking of rear amenity space. However, it should in any case be noted that there is no impact from direct overlooking from window to window.

I note that a primary cause for concern relates to the levels of parking and highway impacts. The proposal demonstrates 2 on-site parking spaces per dwelling, which is sufficient for a development of this nature. A turning area is also provided on site for unit 1 where access will be onto the classified highway. The highway officer has been consulted on both schemes, and confirms there is no objection to either – although a condition is recommended to confirm details of surface water disposal within the site. With this view from the highway officer

and the supporting information provided there is not considered cause for objection justifying refusal on highway grounds. Despite the proposal including two parking spaces per dwelling, it may be the case that some additional vehicles will park on the road side. However, this is not an overriding cause for concern. Such an increase should be minimal, but there is in any case parking available on the street side on the road running parallel to the west boundary of the site. The NPPF states in paragraph 32 that should development be prevented or refused on highway grounds, cumulative impacts should be severe. It is not considered that the minor impact in the case of the proposed development meets the test of being "severe".

There are no other matters of overriding concern associated with the proposed scheme. It is therefore recommended that the applications both be approved with conditions. The social and economic benefits of providing a net increase of 3 dwellings with minimal environmental impact are considered to outweigh any identifiable harm.

I would respectfully request that your Council consider the following options as set out within the Protocol for Local Councils:

1. Agree with my recommendation.
2. Agree to disagree.
3. Having made strong planning reasons maintain your objection to the proposals against my recommendation and request that the application is determined by the Planning Committee. In this circumstance it will be important for a representative from your Council to attend and speak at the Planning Committee meeting to enable the Members to fully understand your Council's strong planning reasons for proposing a decision that is contrary to that of the case officer.

Please tell me which option you wish to choose within 5 working days from the date of this communication. It may not always be appropriate to take an application to Committee if the planning position is so clear-cut that it would not be right to make a different decision to the one being recommended. In these rare circumstances we will consult the Divisional Member and explain our reasoning when making the planning decision.

If I do not hear from you within 5 working days, a delegated decision will be issued in accordance with my recommendation.

Please feel free to contact me should you require any further information or wish to discuss the contents of this letter further.

Yours sincerely,

**James Moseley**

Senior Development Officer  
Economy, Enterprise and Environment  
Planning, Housing and Regeneration  
Cornwall Council

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## **AGENDA ITEM 13.5**

### **Reports for Meeting to be held on 20<sup>h</sup> March 2018**

#### **PLANNING TRAINING**

##### **Decision Required:**

To note and accept the content of the report on Planning Workshops which took place on 27<sup>th</sup> February 2018.

##### Report:

As Members are aware, Cornwall Council have hosted a series of training workshops and it was agreed under Minute 24/02/18(1) that Cllr Blease, W Thomas, Mrs Wood and Mrs Sylvester would attend those held on 27<sup>th</sup> February 2018.

Six topics were covered and the attendees have reported as follows:

*Quality Design – Jointly creating better quality design in Cornwall:*

*Attended by Cllr P Blease:*

The design one I attended was a whistle stop tour of design considerations where 5 groups all designed a housing estate on the old Barn Nightclub site. I put a copyright on the design from my group so SPC should get a fee if they use it.

*Sharing Good Practice – including pre-apps and pre-application community engagement (PACE):*

*Attended by Cllr P Blease:*

The second session was rather hijacked by Sarah Mason (CALC) who was encouraging Councils to consult with developers throughout the planning process and even throughout the building program. She advised that Mawnan Smith had a development that was sold on to several developers before building started. Each contractor made tweaks to the design and the final result was atrocious with the height of the development being 1.2m higher, green spaces were removed amongst many other changes which has upset the community and landed them with a poorly designed estate. We are lucky Hendra turned out so well.

*Local Provision of Affordable Housing:*

*Attended by Cllr W Thomas:*

This workshop was interesting but was restricted by constant questions. So they decided to not do the practical side of the workshop.

Most of the discussion was trying to explain how developers make affordable housing work. Conclusion: they don't! If they can't make a certain profit they do all they can to convince the council to allow them to build something that will. Mr George (the ex MP?) talked a lot but mainly to promote an affordable housing group he's involved with.

As we walked out of the workshop Mr George agreed with me that in small communities small amounts of self build are the only true affordable properties as there isn't an expected profit margin.

*Strategic and Local Highways Matters:*

*Attended by Cllr W Thomas:*

Again, this workshop was interesting but was restricted by constant questions. So again they decided to not do the practical side of the workshop.

The point here was to try and let us know what planning issues highways can have an impact on. But frustratingly people just kept on asking questions about their own parishes. This took up so much time that I'm not sure they really got over all of the information they wanted to.

From what I can work out they have the most tricky jobs, especially when it comes to planning decisions. They can feel a road or access to a development is dangerous and the community may be up in arms about it but unless there is a long string of evidence, accident reports and police reports, a development will probably be given the go ahead whether or not highways agree.

I came away with an overwhelming feeling that no matter what is in the NDP it could easily be undermined on a planning front.

*Cornwall Local Plan, Neighbourhood Plans and Community Infrastructure Levy Update:*

*Attended by Cllr Mrs Sylvester:*

This workshop was interesting but mostly discussed the topic of the community infrastructure levy which from my understanding is the option of obtaining money from developers for the local community. If a neighbourhood development plan is in place 25% of the Levy will be given to the community with little restrictions on how it should be spent. Only 15% of the levy will be given to communities without a neighbourhood development plan. Unfortunately the workshop was bombarded with a series of questions and the speaker had no time to talk about the Neighbourhood Development Plans which was frustrating however we did get a chance to participate in a group activity whereby we had to hypothetically design the perfect community however this did prove frustrating because a few members of the group dominated the activity preventing others to participate.

*Compliance with Approved Plans and Future Post-decision Community Engagement:  
Attended by????:*

**JV Calvert,**

**Clerk**

**15<sup>th</sup> March 2018**

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## **AGENDA ITEM 14**

### **Clerk's Report for Meeting to be held on 20<sup>h</sup> March 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 12<sup>th</sup> March there had been no applications affecting Stithians.

For Members' information, who wish to check applications for themselves, the link to the relevant page on the website is [www.cornwall.gov.uk/default.aspx?page=21173](http://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 has changed and is now [www.cornwall.gov.uk/advice-and-benefits/licences-and-street-trading/sex-shops-licence](http://www.cornwall.gov.uk/advice-and-benefits/licences-and-street-trading/sex-shops-licence) , on 12<sup>th</sup> March and found no new applications in respect of the licensing of sex establishments affecting Stithians or anywhere else in Cornwall for that matter.

The site was last updated on 5<sup>th</sup> March 2018. The comment that "every effort has been made to update this register on a weekly basis" has now disappeared and a link at the bottom of page has to be clicked to find a list of current applications. The fact that nothing happens when I click this link leads me to believe that there are no applications currently listed.

**JV Calvert,**

**Clerk**

**13<sup>th</sup> March 2018**

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## **AGENDA ITEM 15.1**

### **Clerk's Report for Meeting to be held on 20<sup>th</sup> March 2018**

# **New Cemetery Provision**

## **Decision Required:**

1. To note and approve the content of the report.
2. To pay the sum of £90 per annum for the Clerk's Associate Membership of the Institute of Cemetery and Crematorium Management (ICCM).

## **Report:**

As Members are aware, SLCC ran a course at St Erme Community Centre on 7<sup>th</sup> March entitled "Cemetery Legal Compliance" and, under Minute 17/02/18(2), approved my attendance thereat. The trainer was from the Institute of Cemetery and Crematorium Management (ICCM) and it is clear that much information and copies of necessary forms can be gleaned from them. He was at pains to point out that they are happy to help and advise Councils, not necessarily even needing them to be members but if too much "free" advice was sought, they would suggest that perhaps membership should be considered. Associate Membership is £90 per annum and I think it would be prudent to me to become an Associate Member.

I found the course extremely useful. It was very informative and pointed out the various records that have to be kept. It also gave an insight into various other procedures such as exhumation which one hopes will not happen too often!! It is now perfectly acceptable to keep electronic records and it is my intention, as I have said all along, to purchase a bespoke program to do this. Back in 2011 I looked into the availability of such programs and companies providing them. Pear Technology were arguably the best then and I have made contact with them again in order to obtain a revised quote for their services. The price then for their all singing all dancing system was in the region of £2,500 to include setting up and training. If necessary, this could be spread over five years at no extra cost.

It is my intention, once the cemetery has been constructed, to get it re-surveyed to accurately map the car park, mounds, paths etc. and then use that map as a basis for recording burial plots.

Obviously I shall report further on these matters as the creation of the cemetery progresses.

A meeting was held with Rex Andrew on 8<sup>th</sup> March when he was officially appointed as the Principal Contractor for the works for the purposes of compliance with the Construction (Design and Management) Regulations (CDM Regs.) In order to comply with these Regulations, he was reminded of the necessity for him to submit a signed copy of his Risk Assessment and Method Statement which he has now done. I also have a copy of his Public Liability Insurance.

He has been informed in his letter of appointment that, despite what was shown in the tender documents, the width of the diverted footpath needs to be 2m in order to comply with Cornwall Council's Diversion Order.

Although no formal start date has yet been agreed, he has been given permission to store stone on the site prior to commencement of the work. As soon as a start date is agreed, Members will be informed.

JV Calvert,

Clerk

14<sup>th</sup> March 2018

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## **AGENDA ITEMS 16.1 – 16.3**

# **Footpaths, Highways & Environment Portfolio - Clerk's Reports for Meeting on 20<sup>th</sup> March 2018**

### **Summary of Decisions Required (Details in report):**

- 1. To note and approve the content of the notes of the meeting with the Cormac Area Manager held on 16<sup>th</sup> February 2018.**
- 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:**

There is no written report from the Portfolio Holder for this meeting.

#### **16.2 Meeting with Cormac Area Manager:**

The notes of the meeting held on 26<sup>th</sup> February are attached as Appendix 1 to this report.

#### **16.3 Traffic and Parking Issues:**

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.

JV Calvert,

Clerk

15<sup>th</sup> March 2018

## **Appendix 1 to AGENDA ITEM 16.2**

### **NOTES OF MEETING WITH THE AREA MANAGER, CORMAC SOLUTIONS LTD, 09.00hrs 26<sup>th</sup> FEBRUARY 2018**

#### **Present:**

Adrian Drake (AD), Highways & Environment Manager, Cormac Solutions Ltd.  
Cllr Joy Thomas (JT), Portfolio Holder for Environment, SPC  
Cllr Phil Blease (PB), Chairman, SPC  
John Calvert (JVC), Clerk, SPC

#### **Apologies:**

None

*Colours indicate action required by that person.*

1 **Closed Churchyard:**

*Tree and Wall:*

Tree now to be felled (PA/05278 – granted 05/07/17). Work still awaited.

2 **Surface Dressing & Highway Patching Programmes:**

- *Road from Tregolls to the end of Mill Lane:* In the programme for patching in 2017/18 and surface dressing in 2018/19.
- *Road from London Wells on A394 to junction of road to Tregolls (not actually within the SPC boundary):* Forms part of the Challenge Fund so there is a definite aim to deliver during the 2017/18 financial year.
- *Hendra Road from Church Corner to Hendra Close (patching and surface dressing):* Was in 2017/18 programme but moved to 2018/19 due to budget restrictions.
- *Crellow Lane Footpath:* Southern side to be resurfaced in 2017/18 but northern side is in 2018/19 programme.
- *Road to Menerdue Farm:* Will be included in 2018/19 programme.

3 **Gritting Routes:** No changes for 2017/18. It was again pointed out that, although Stithians is on a bus route, no gritting is carried out through the village and in icy conditions, buses simply by-pass the village. There had been considerable difficulty in the recent icy conditions. AD suggested that the Local Member be requested to seek a review of gritting routes in respect of Stithians with a view to including a route on the gritting schedule. **JVC to contact Cllr John Thomas.**

4 **Grit Bins:** JVC advised that, following the recent icy conditions, three bins had been replenished. AD confirmed that all bins, including any new ones, would be filled by Cormac at the start of each gritting season but that any subsequent replenishment during that season would be at the PC's expense.

JVC advised of a request by a resident for a grit bin at Penhalvean. AD had no objection provided he was furnished with the appropriate request and a map showing its location. **PB and JT to inspect to find a suitable site to enable JVC to report to the March PC Meeting.**

5 **Cyclical Maintenance:** Nothing to report at present.

6 **Crane Garage:** No-one aware of any new problems.

AD had previously suggested that if parked vehicles were obstructing sight lines, the Police should be contacted as they have powers to remove them whereas all he can do is serve notice which takes 28 days minimum. JVC mentioned the fact that the direction arrows on the carriageway had become faint had been reported to AD who advised that they would be done when budget restrictions permitted.

7 **Longdowns:** Cornwall Councillor John Thomas is on the case as regards the speed camera and is well aware of SPC's desire for a central refuge. AD had previously advised that CC has a list of schemes for 2015-19 which it was looking to revise. He had further previously advised that JT should put the matter of the central refuge through LTP3 (Local Transport Plan). PB advised that he thought this had been done as a result of the PC responding to a list of schemes suggested by JT. **JVC will follow**

up. He will also seek advice from Charlotte Caldwell as to the availability of monies from Section 106 contributions and the Community Network Area.

8 **Traffic Regulation Orders:**

The list at present is:

- *Bus Stops:* Neither of the two stops in Crelow Lane has a legal order and CC will therefore not agree to the marking as they were considered new schemes. They are therefore on a wish list.
- *Stithians Centre:* Extra disabled space.
- *Gribbas Corner:* Double yellow lines.
- *Collins Parc:* Double yellow lines.

Costs associated with Traffic Regulation Orders are roughly £5k for the first one and thereafter £1k for each one tagged on.

9 **Gribbas Corner:**

- East Road sign is now OK
- Damaged Direction is still readable but JVC to send picture to AD for his consideration.
- The location of the sign on South Road towards Tregolls previously reported as damaged was not known.

Obstructive parking was previously discussed and AD had referred to a House of Commons Note SN1170 which outlines the powers that Police have. He also advised that the Devon & Cornwall Police website gives details of the powers the local police use.

10 **Refurbishment of Milestones:** No further progress to date.

11 **Bus Stops at Pelean Cross:** JT reiterated the problems with the siting of the bus stops whereby in certain circumstances, buses obstruct sight lines. AD advised that there was little he could do because of the considerable expense needed to rectify the problem.

12 **Road to Trewithen Moor:** JT had previously advised of several parts where the road edge was crumbling. These had been repaired. AD had advised that some crumbling was inevitable and acceptable. Any such problems in the future, including potholes should be reported via the CC website. That ensures as quick a response as possible and also means that the complainant is informed when the matter had been dealt with.

13 **Sunny Corner Bolt Hole:** Despite the works having been done, there had been further problems. JT advised that it was once more in need of clearing. AD to check.

14 **Overhanging Vegetation:** AD advised that he was unaware of a specific budget for dealing with overhanging vegetation. He advised that an informal approach to the landowner in the first instance had been found to achieve the best results and suggested that this be done by the PC. If this did not achieve the desired result, then he would follow it up but he would need specifics.

15 **Drainage in Hendra Road opposite Coastline Development:** Ponding was again occurring. AD to investigate.

16 **Ponding at New Cemetery Entrance:** AD had asked Brian Carter to inspect. He will ask for outcome.

- 17 **Stithians Direction Sign at Penhalvean:** Cllr Viv Kavanagh had reported problems in being able to see this sign when approaching from Menherion. AD had inspected and couldn't identify the problem. **JVC to seek clarification.**
- 18 **Other Matters:**
- *Pothole reported in E-mail dated 5<sup>th</sup> February:* These had all been dealt with. Future problems to be reported via the CC website.
  - *30 mph Sign at Foundry:* it was thought that this may need tightening. **AD to check.**
  - *Flooding at Trelusback:* AD advised that a site meeting had taken place and Cormac would be carrying out some ditching works in conjunction with Countryside Access who would also be doing some work.
- 19 **Meeting ended:** 10.20.
- 20 **Next Meeting:** TBA.

**JV Calvert**  
**Clerk**  
**Stithians Parish Council**  
**9<sup>th</sup> March 2018**

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## **AGENDA ITEM 17.1**

# **Playing Field Portfolio**

## **Clerk's Report for Meeting on**

### **20<sup>th</sup> March 2018**

#### **Summary of Decisions Required (Details in report):**

1. To note and agree the content of both the report and the annotated notes prepared for the Playing Field Progress Meeting which was to be held on 12<sup>h</sup> March 2018 and the actions contained therein with particular reference to any financial implications.
2. To accept the quotation in the sum of £28 submitted by Tyrone Martin for rectifying fire damage to the youth shelter.
3. To consider the quote submitted by Rex Andrew for resurfacing the Playing Field Car Park.
4. To consider the quote submitted by Tyrone Martin for bracing uprights on the boundary fence between the Playing Field and the Bowling Club.
5. To consider whether to approach the Glebe Committee with a view to purchasing the New Playing Field.

Report:

17.1 Playing Field Progress Meeting:

Unfortunately it was not possible to hold the Playing Field Progress Meeting on 12<sup>th</sup> March but annotated notes from the previous meeting held on 5<sup>th</sup> February 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.

Referring to the notes of the meeting, I would inform Members as follows:

*Fire Damage to Youth Shelter:*

This damage is shown in the picture attached as Appendix 2 to this report. Tyrone has submitted a quote in the sum of £28 for scraping and repainting including materials.

*Car Park Maintenance:*

Members are aware that Rex Andrew was to be asked, in conjunction with the surfacing contractor for the cemetery car park, to quote for surfacing the playing field car park. I am now in receipt of this in the sum of £18,070.00 + VAT and seek Members' further instructions on the matter.

*Bowling Club Boundary Fence:*

As reported to the last meeting, I received an e-mail from Mike Tatnall, President of the Bowling Club, seeking a meeting to discuss the boundary fence. Responsibility for its upkeep has always been something of a "grey area" but in the recent past, any repairs have been carried out and financed by the PC.

Mr Tatnall advised that several uprights had rusted through at ground level and were being supported only by the wire netting. Clearly this needs addressing pretty soon and a meeting was held at 10am on Monday 12<sup>th</sup> March.

It would appear that some of the uprights are loose in their foundation and one or two may have fractured. Discussion at the meeting centred around various solutions to the problem. The fence could be braced with struts but these would stick out into the playing field and would be a potential trip hazard. Alternatively a new piece of angle iron could be driven into the ground adjacent to each upright and then fixed to that upright. The condition of the foundation concrete would need to be checked to see if this is a practical solution. The alternative would be to break up the foundation concrete and then reinstall it with the new angle iron set in it and then fix it to the remaining uprights.

Tyrone Martin was asked to investigate further to decide the best way of doing it by exposing one foundation and then quoting for repairing all the loose ones.

This he has done and the concrete is such that angle iron cannot be simply driven into the ground. The concrete would have to be drilled at considerable time and expense. Breaking up the concrete and reinstating it with new angle iron would also be labour-intensive and therefore expensive. He advises that by far the cheapest option would be to install angle iron to brace the uprights and further advises that these would be bolted to the uprights 900mm from the ground and project some 300mm into the playing field. Because of the expense of other options, he has at present only quoted for this option. 8 uprights are involved and his total price is £437.04.

*Lease of New Playing Field:*

Although not mentioned in the notes of the Playing Field Meeting, I feel the Council ought to be considering the future tenure of the new playing field. The present lease from the Glebe is in the sum of £600 per annum and expires on 29<sup>th</sup> September 2027 which may seem a long way off but is now less than ten years!

When the Bowling Club extended their green, permission was obtained from the Glebe to do so but the land was not purchased. The least the PC should be seeking is to buy that piece of land in order to regularise matters but it is my opinion that purchase of the whole of the new playing field should be sought because if funding were to be sought for improvements to the Skateboard Park or the BMX Track, for example, it would not be forthcoming because of the remaining term of the lease. I therefore seek Members' views on the matter.

JV Calvert

Clerk

15<sup>th</sup> March 2018

## **Appendix 1 to AGENDA ITEM 17.1**

### **NOTES OF PLAYING FIELD PROGRESS MEETING HELD ON**

**MONDAY 5<sup>th</sup> FEBRUARY 2018.**

#### **Present:**

**(HJ)** Councillor H Jones – Playing Field Portfolio Holder

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

**(TM)** Tyrone Martin - Playing Field Caretaker

**(JVC)** John Calvert - Clerk

*Colours indicate action required by that person.*

#### **Apologies:**

None

#### **Notes of Meeting:**

As has become normal practice, the notes of the previous meeting, in this case, 8<sup>th</sup> January 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. **There was a problem with access to get cones out for the lantern parade in that the key I had didn't fit. Phil has had more cut. Reimbursement sought under Agenda item 23.**

2. *Replacement Play Equipment:*

Application for lottery Funding has been submitted. It was agreed at the December PC meeting that Wicksteed are the preferred suppliers. **The appropriate funding stream is not available until 2<sup>nd</sup> April - application will be submitted by VK asap after that date.**

3. *Zip Wire:*

JVC had advised the previous meeting that he had received the zip wire kit. The PC will need to pay for the supports and installation. **JVC to seek costings for installation** prior to submission of application to SITA Trust for funding. **Unfortunately, I just haven't been able to find the time to commit to this and I'm conscious that we are rapidly approaching the April deadline for submission. I had hoped to be able to do something this week but the next PC meeting is now upon us and I may not be able to.**

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.

It was agreed that the zip wire should be located on that side of the playing field parallel with the boundary between the two playing fields. **It was agreed at the February PC meeting that it 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:*

VK tabled information on goal posts. **HJ to prepare report for February PC meeting. This was discussed at the February PC meeting and it was agreed that children's GPs would be erected and finance for the purchase therefor sought from the same funding as the zip wire.**

5. *Caretaker's Inspection Reports:*

*Inspection Report Dated 7<sup>th</sup> January 2018:*

Slight damage to Sky Saw safety surface – TM advised that he had had sufficient material for the repair but now needed more. **TM to inform JVC of supplier. Still waiting!!**

*Inspection Report Dated 4<sup>th</sup> February 2018:*

No matters requiring attention.

***Inspection Report Dated 11<sup>th</sup> March 2018:***

**There has been fire damage to the Youth Shelter. TM has submitted quotation.**

*5. Annual Safety Inspection:*

**JVC to contact Inspector to arrange a date in April. Arranged for 5<sup>th</sup> April 10.30ish.**

*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. TM has been cleaning it more often in recent weeks because of leaf fall. **TM to do moss treatment when weather permits.**  
**HJ has already asked for white lines to be done when weather permits.**  
**I had a query via the website as to the procedure for getting the key (main point was whether it is necessary to book). PB will be putting something on website and has suggested a sign on site. JVC to organise when time permits.**
- *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:*  
JVC had previously advised that Mike Dawes, Chairman of the Rugby Club, had asked to attend a PC meeting and it had been agreed that it would be the October meeting. He did not attend as he had another matter to deal with. When he does attend, that will be used as an opportunity to ask the RFC to assist with reminding dog walkers of their responsibilities as regards the rugby pitch. **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:*

The surface had deteriorated considerably. It had been decided at the October PC Meeting not to extend the car park but to investigate the possibility of reconstituting the existing surface. JVC still having no success with this. Cllr W Thomas has also drawn a blank.

In the meantime, JVC had ordered a load of stone from Lawers for TM to use as a temporary measure in the worst of the potholes. **TM will do it when weather permits. This has now been done and invoice is presented in Agenda Item 23.**

JVC advised that there might be a possibility of getting the car park surfaced using a contractor who was likely to be involved with the new cemetery.

**Rex Andrew was asked to quote for doing it in conjunction with the sub-contractor. Mike Tatnall has mentioned the need for some tarmac at Bowling Club Entrance. RA has submitted estimate for surfacing to include BC entrance.**

*9. Tennis Court Footpath:*

TM monitoring and taking action as and when necessary regarding flooding. No problems with this or dog fouling at present.

*10. Youth Shelter:*

TM confirmed that there was sufficient paint left for one more application after the one he had just done.

*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. Training has now started again and the surface is once again getting churned up.

*12. Moles in the Playing Field:*

No need for any action at present. Pins and barriers continue to be stored at West Trevaes Farm. **As agreed at the February PC meeting, this is now in progress.**

**As a matter of interest (it's not the PC's responsibility) they are now making themselves known in the cemetery!!**

*13. Other Matters:*

- *Flagpole:*  
No action at present.
- *Hedge Trimming on Footpath Next to Tennis Court:*  
No action required at present – any overhanging vegetation is sufficiently trimmed back so as not to cause a problem for pedestrians.
- ***Outcome of meeting with Bowling Club held immediately after this meeting:***  
Several uprights supporting fence between green and PF have rusted through. TM has quoted. Details in Clerk's Report.

*14. Next Meeting:*

It was agreed that the next meeting would be at 9.15am on Monday 12<sup>th</sup> March 2018 at Dursona. **Next meeting due on 9<sup>th</sup> April but at 9.30 not 9.15.**

JV Calvert

Clerk

5<sup>th</sup> February 2018

**15<sup>th</sup> March 2018**

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## **AGENDA ITEM 20.1**

### **MINUTES OF MINING VILLAGES REGENERATION GROUP MEETING**

**Held at Lanner Village Hall, 8<sup>th</sup> March 2018**

#### **Present**

James Biscoe	Co-opted Vice Chair
Philip Blease	Stithians PC
Kevin Furnish	Gwennap PC
Rob Knill	Chacewater PC (Chairman)
Steve Leech	Chacewater PC
Carl Martin	Carharrack PC
John Newcombe	St Day PC
Ashley Wood	Lanner PC

Elaine Youlton Clerk – Lanner PC (joined later)

### **Apologies**

Roy Gill	St Day PC
Jim Holford	Chacewater PC
Fiona Barnard	Clerk Gwennap PC
Brenda Bailey	Chacewater PC
Chris Bell	St Day PC
Charlotte Caldwell	Community Link Officer -Cornwall Council
John Calvert	Clerk – Stithians PC
Howard Jones	Stithians PC
Sandy Steward	Lanner PC
Peter Tisdale	Co-opted Treasurer

### **Minutes of last meeting – matters arising**

The Minutes were accepted as a true and accurate record except that it is Churchyards not Trails for which money is ring-fenced. Believed to be about £850.00. **Action PT.** Request confirm/amend Treasurer’s Report at next meeting.

- **Constitution.** Words on Banking still outstanding. **Action PT.**
- **Sub-Working Group.** Meet to discuss Community Networks (CN) and potentially widening the Group. **Action RK** to propose dates.
- **Composite Agreement.** **Action CC** to update group on process of creating the agreement, how the MVRG can input thoughts to it and ask Bryan Skinner we can have visibility of plans for pilot schemes.
- **Cemeteries Website Advertising.** **Action All** deferred to next meeting, but Group content for CB to meet/discuss with Streamline technicalities of advertising.

### **Treasurers Report**

- Circulated at the meeting.
- Balance is £4250.00 subject to ring-fenced amount for Churchyards.
- Seek grant ideas. **Action All.**
- Signatories and Online banking to be resolved. **Action PT.**

**Note annual subscriptions due 1/4/18.**

## **Community Link Officer Update – Charlotte Caldwell**

Composite Agency Agreements. Response from Bryan Skinner (Council's Business & Incident Manager). Drawing up the plans for pilots for the new Composite Agency Agreements/LMP. I have made him aware that the MVRG group is keen to get the information ASAP and he has responded to say that as soon as the information is available, he will share it with me.

Community Chest Grants. The new allocation of discretionary funding from the Cornwall Councillors will be available post 1<sup>st</sup> April 2018. As soon as the application forms are ready they will be circulated to MVRG. **Action RK** to speak to CC to see how to improve Cornwall Council responsiveness.

Community Network CPIR meeting. Will take place on Wednesday 11<sup>th</sup> April at the Illogan Village Hall (note new venue not Pool Innovation Centre) from 7-9pm. The focus will be the new Highways budget that each CN has been allocated and the strengthening of Community Network Panel meetings as per Cllr Edwina Hannaford's presentation in November.

At present, Cornwall Councillors are drawing up lists of works that need addressing highways related, and Adrian Drake and myself will be reviewing this list in due course against the guidance on what the money can be used for. Gwennap have submitted their list to Cllr Kaczmarek for consideration. **PMN.** Cllr Thomas has discussed his list with Lanner/Stithians and Chacewater making submission via T&R CNP. **Action.** St Day and Carharrack to make submissions if/as required.

Gypsy & Traveller Strategic Forum. Council led forum is looking for a representative to sit on the above group. Please can I ask that someone be nominated and if you can let me know I will ensure details of the forum meeting are forwarded as a priority. The group meets three times a year and is chaired by Cllr Edwina Hannaford. Cornwall Housing also sit on the forum. **Action CB.** To agree his nomination.

**Action CC.** To confirm guest speakers for next meeting (potentially Energy Groups and Chris Wolstencroft (CSW and Road Safety))

### **Parish Reports – See individual reports. In addition:**

**Chacewater PC** – 1 councillor has resigned. Lengthsman scheme next meeting late Apr/Early May.

**Gwennap PC** – Community Transport Scheme. Refuted the idea that Gwennap land could be used lawfully for off road motorcycles/vehicles on the basis that this would not resolve the wider problem caused by those wish to abuse our landscape.

**Lanner PC** – CSW update. **Action RK.** Write letter to 3\* senior police officers stating the MVRG parishes are unhappy with process/progress. Devolution of assets. **Action CC.** To update on status of devolution process/progress.

**St Day PC** – Unity Woods issues. **Action RK.** Send newsletter words for review by group (complete 9/3/18).

**Carharrack PC** – Drain clearing issue. **Action CM.** Seek FOI request on reasoning. Ovoenergy Trees available to parishes.

**Stithians PC** – Gritting route to village required. Energy Group talk 9/3/18. Electric vehicle event Stithians School 19/5/18.

### **Round Table Discussion**

- Site Allocation DPD – see discussion in email trail.
- GDPR – **Action KF.** Report back on impact post training on 9/3/18.

### **Agenda Items for Next Meeting**

- **JB.** Every other meeting (unless urgent) should be minus external speakers, so we can more appropriately focus on emerging issues that require action.
- **AW.** Publication of MVRG Minutes through respective parishes.

### **AOB**

- **RK** advised that Cornwall for Change presentation will take place on 10/3 at Crossroads Hotel 2-5pm.
- **RK** also advised that Cornwall Council Stakeholder Survey results were available for viewing via CC website.

### **Date time and venue of next meeting.**

Carharrack on Thursday 3<sup>rd</sup> May at 2-4pm.

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## **AGENDA ITEM 21**

### **Clerk's Report for Meeting to be Held on 20<sup>th</sup> March 2018**

### **Correspondence Received**

#### **SUMMARY OF DECISIONS REQUIRED (Details in Report):**

- **To decide whether or not to grant permission for mini steam engines to provide rides for children at Stithians Fayre on 11<sup>th</sup> August 2018.**
- **To note receipt of an invitation from the Stithians Centre for volunteers to assist with repainting the main hall on 7<sup>th</sup> and 8<sup>th</sup> April 2018.**

#### **REPORT:**

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

<i>Date</i>	<b>Type</b>	<b>From</b>	<i>Subject</i>	<b>Action Taken/Requested</b>
28/02	E-mail	Simon Relton	Stithians Fayre Day	See Section 1 of Report
08/03	E-mail	Stithians Centre	Spruce Up	See Section 2 of Report

1. Members will recall that, at the February meeting, it was agreed that the Stithians Fayre Day could take place on the Playing Field on Saturday 11<sup>th</sup> August with "possession" for setting up and dismantling from Thursday 9<sup>th</sup> to Monday 13<sup>th</sup>. I am now informed that they wish to have mini steam engines to give children's' rides. These are to be provided by Redruth Town Councillor Ian Thomas. I have obtained details of his Insurance and I am satisfied that he has the necessary cover in the form of a bespoke policy specifically for Mini Steam Engines. Members are requested to decide whether or not to grant permission for the engines.
2. I am informed by the Secretary that the Stithians Centre is to hold "Spruce Up Days" on 7<sup>th</sup> and 8<sup>th</sup> April when volunteers are invited to paint the hall. They are also looking for people to provide refreshments and moral support and even people who may like to sponsor the materials needed. I hope at least some Members will be able to lend a hand.

**JV Calvert,**

**Clerk**

**13<sup>th</sup> March 2018**

## **AGENDA ITEM 23**

### **Authorisation of Payments – March 2018**

#### **Decisions Required:**

- 1. To approve payment of the sums shown in the report totalling £5,478.89 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.

<b>Type</b>	<b>Date Due</b>	<b>Payee</b>	<b>For</b>	<b>VAT</b>	<b>Total Amount</b>	<b>See Note</b>
E	21/03	Clerk	March Salary		1,275.72	1
E	21/03	Clerk	February Expenses (Appendix 1)		11.25	
E	21/03	HMRC	Clerk's Tax under PAYE - March		319.00	
E	21/03	M White	Toilet Cleaning - March		81.97	
E	21/03	M White	Litter Picking - March		133.69	
E	21/03	Tyrone Martin	Playing Field Caretaker - March		598.33	
E	21/03	Tyrone Martin	Lower Churchyard - March		70.50	
E	21/03	Tyrone Martin	Cemetery Maintenance - March		50.42	
E	21/03	Tyrone Martin	Cleaning Longdowns Bus Shelters - March		28.45	
E	21/03	Tyrone Martin	Repairs to Playing Field Car Park		243.00	2
E	21/03	Tyrone Martin	Hedge Cutting – Crellow Fields		200.00	
E	21/03	Tyrone Martin	Hedge Cutting – Playing Field		250.00	
E	21/03	Stithians Centre	NDP Steering Group – 10 <sup>th</sup> & 31 <sup>st</sup> January		32.00	
E	21/03	Office Smart	Paper & Stationery	4.20	25.21	
E	21/03	Savills	Lease of New Playing Field		300.00	
E	21/03	LA Phillips	Toilet Consumables	7.29	43.71	
E	21/03	Cormac	Refilling Salt Bins	23.03	138.15	
E	21/03	DAC Beachcroft	VAT Payment	43.50	43.50	3
E	21/03	Kathy Tisdale	Admin of Clerk's PAYE		144.00	
E	21/03	Cllr P Blease	Reimbursement for cutting Pavilion keys		12.00	4
DD	03/04	PWLB	Playing Field Loan 2		694.63	5
DD	03/04	PWLB	Stithians Centre Loan 3		783.36	5
<b>TOTALS</b>				<b>£78.02</b>	<b>£5,478.89</b>	

Notes:

1. This payment is the Clerk's gross salary (£1,594.72) less income tax due from the Clerk under PAYE for the month of March.
2. The quotation for this work was accepted under Minute 11/01/18(3).
3. This is the VAT payable on the invoice from their solicitors to our Insurers for the fees payable in respect of their acting in the claim from Mr Pettersen. Apparently an insurance company cannot claim VAT on legal fees because HMRC regulations treat the service as being provided to and of benefit to the policy holder rather than the insurance company. The PC can, of course, reclaim VAT so the paying of this invoice will not impact upon the PC.
4. When arranging to get cones from the pavilion for use in connection with the recent lantern parade, it became apparent that there were insufficient keys for access to the seating area of the pavilion where several items belonging to the Parish Council are stored and to which access is required by several different people. The Chairman therefore obtained some extra ones and this is reimbursement for that expense.
5. Although these payments are presented for approval at this meeting, they will not be paid until the next financial year.

JV Calvert,

Clerk & RFO

13<sup>th</sup> March 2018

**Appendix 1 may be seen upon application to the Clerk.**

## **AGENDA ITEM 23(A)**

### **Additional Authorisation of Payments – March 2018**

#### **Decision Required:**

**Members are requested to approve the additional payment shown in the table below in the sum of £58.00.**

#### **Report:**

Since the Agenda was circulated, the following invoice has been received:

<i>Type</i>	<i>Date Due</i>	<i>Payee</i>	<i>For</i>	<i>VAT</i>	<i>Total Amount</i>	<i>See Note</i>
E	20/03	<i>Tyrone Martin</i>	Topping up salt bins		10.00	1
E	20/03	<i>Cornwall Council</i>	Planning Training		48.00	2
<b>Totals</b>					<b>£58.00</b>	

#### **Notes:**

1. In view of the weather forecast for last weekend, I asked Tyrone to obtain salt from the Mill and top up the bins at Collins Parc and Tregolls as it was too short notice for Cormac to do it. The salt will appear on the next invoice from LA Phillips.
2. This for attendance at the Planning Workshops reported under Agenda Item 13.5.

JV Calvert,

Clerk & RFO

20<sup>th</sup> March 2018