



A-barth Onan Hag Oll! Representing One and All

## **REPORTS FOR APRIL 2019 MEETING**

### **AGENDA ITEM 9.1**

#### SEG Report 16-04-19

Work on the booklet is progressing well. I am on the last section now which is about how much better a low carbon economy could be. I would guess there is about 90% of the booklet now done to draft form. I'm hoping Nikki Jones will take on the technical checking and a journalist friend will do the proof reading. Vicky Spooner (SEG) is looking into prices for printing. The quantity could increase because of the interest from other groups such as Chacewater Energy Group, Transition Helston and Friends of the Earth (Lizard Peninsula). We have still got to sort out distribution for the booklet.

Vicky Spooner is setting up a meeting between SEG and Phil (representing the PC) to discuss and help with the preparation of the report stating the actions Stithians Parish Council will take to address the emergency.

James Standley (SEG) is sorting out the snag SEG had commissioning a report on the present energy usage of the parish. The problem was that Cornwall New Energy require a business number / tax number. James is looking into possibly using Kensa Heat Pump's number.

Phil and I went to a Mabe PC meeting on Thur 14th March for a presentation from the Mawnan NDP team. They explained the realities of getting an NDP started. I was surprised at the amount of work involved. They reckoned they had about 30 people involved with the NDP at one stage. It did appear that allocating possible sites for renewable energies on the NDP could be an advantage but begs the question whether sites could be allocated even without a NDP.

Cllr Joy Thomas and I had a meeting on Wed 27th March to progress tree planting a little further. Joy has made some good contacts for possible planting sites and is going to pursue these further. We also talked about the types of trees that could be planted and the need for more trees actually in the village. I have sent an email to Jenna Payne (Stithians Show) asking if there has been any progress with tree planting for the showground. Waiting on her reply. This week (02/04/19) I heard that the Labour Party along with over 70 councils and 170 institutions across Britain have now declared a climate emergency. I think the penny is beginning to drop that we are running out of time.

I understand Extinction Rebellion are organising climate change protests in London both before and after INTERNATIONAL REBELLION day on the 15th April. I'm not sure if there is anything going on locally but if there is I will try to attend.

---

## **AGENDA ITEM 12.1**

### **Clerk's Report for Meeting on 16<sup>th</sup> April 2019**

#### **Final Accounts for 2018/19**

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

1. To approve the internal Auditor's report as presented to the meeting.
2. To approve the answers to the questions in the Annual Governance Statement for 2018/19.
3. To approve the final accounts for the 2018/19 Financial Year as detailed in the report.
4. To approve the allocation of the underspend of £9,215.82 from 2018/19 to the Playing Field Development Fund.

##### **Report:**

As Members are aware, it is my normal practice to report the Council's financial position at this point on the agenda. In April, however, the final accounts for the previous financial year take precedence and the Council's current financial position is, in fact, reflected therein. I can, however, assure Members that I have received the first instalment of the Precept and Council Tax Support Grant for 2019/20 so Members can consider the payments presented for authorisation later in the agenda safe in the knowledge that they can be covered from income in 2019/20!!

As is normal practice, it is also necessary to consider the questions asked by the External Auditor in the Annual Governance Statement in the Audit. These appear on Page 4 of the Annual Return, which is attached as Appendix 1 to this report, with appropriate answers for Members' approval.

##### **Final Accounts for 2018/19:**

Appendix 2 to this Report shows the Council's financial position as at 31<sup>st</sup> March 2019 and therefore represents the Final Accounts for 2018/19 as submitted to the Internal Auditor on 3<sup>rd</sup> April.

A copy of the reconciliation statement for the auditor is included on page 5 of this Appendix. This is the sheet in the Ledger which the Chairman will sign when the accounts have been approved.

Members have previously been made aware of the reasons for the various overspends in the accounts.

These overspends amount to a total of £309.90 and Members will note that there is a deficit of Income over Expenditure of £3,648.13 which has occurred because there has been expenditure from Reserves which, of course, does not feature in the Budget. The Bank Reconciliation Statement shows that £22,039.87 is available but neither this nor the deficit is, however, a true representation of the underspend as some of that money is held in Reserves. The easiest way of ascertaining the true underspend is to transfer all the records to a new set of accounts for 2019/20, enter the figures from the 2019/20 Budget, allocate the interest payments from 2018/19 to the appropriate reserves, allocate the budgeted amounts for 2019/20 to the appropriate reserves and see what is left as unallocated. This was actually £9,215.82 which, when put into reserves, left a nil balance to start the new financial year.

Under Minute 06/03/13(2), this underspend should be allocated to the Pavilion Development Fund (now renamed the Pavilion Replacement Development Fund) but I am mindful of the fact that the PC was unsuccessful in obtaining funding from Sita towards the new Toddler Play Area. I have therefore

placed it in the Playing Field Development Fund to go some way to addressing this shortfall and minimising the amount that will have to be taken from the Pavilion Fund as already agreed would be necessary.

As in previous years, Members are requested to approve, subject to the Internal Audit, the following summary which appears on page 5 of the Audit Return (Appendix 1). All figures can be substantiated by reference to the various appendices.

The internal audit was completed on 12<sup>th</sup> April with no issues being brought to my attention. The Auditor's Report is attached as Appendix 5 to this report and his invoice is presented for approval for payment in Agenda Item 24. It will actually be included as Page 3 of the return when it is submitted.

Box		Year Ending	
		31 <sup>st</sup> Mar. 18	31 <sup>st</sup> Mar. 19
1	Balance Brought Forward	139,927	162,325
2	Annual Precept	71,350	72,750
3	Total Other Receipts	14,560	30,072
4	Staff Costs	19,136	19,520
5	Loan Interest & Capital Repayments	6,813	6,813
6	Total Other Payments	37,563	80,137
7	Balance Carried Forward	162,325	158,677
8	Total Cash & Short-Term Investments	162,325	158,677
9	Total Fixed Assets	286,144	302,894
10	Total Borrowings	45,049	40,318

Copies of the Asset Register and a Statement of the various PWLB Loans are attached to this report as Appendices 3 and 4 respectively for Members' information and in support of the figures quoted above.

As Members have been previously made aware, the total value of the Council's assets for audit purposes does not change year on year unless an asset is either disposed of or acquired. This year, Members will observe that there is an overall increase following the acquisition of the cemetery (not previously included as it was not operational), memorial seat and children's goal posts and the disposal of my old laptop, which should have been done some time ago as it didn't work. Next year, of course, the new Toddler Play Equipment will be added.

If Members have any queries on the final accounts, I shall endeavour to answer them at your meeting.

**JV Calvert,**

**Clerk & RFO,**

**12<sup>th</sup> April 2019.**

**The Appendices to Item 12.1 may be seen upon application to the Clerk**

---

## **AGENDA ITEMS 12.2 - 12.4**

### **Clerk's Reports for Meeting on 16<sup>th</sup> April 2019**

#### **Summary of Decisions Required:**

- 1. To note that the Playing Field Equipment Appeal currently stands at £1,017.18.**
- 2. To note that the Community Fund currently stands at £593.85.**
- 3. To approve the Standing Orders and Financial Regulations as presented to the meeting.**

#### **Report:**

##### **12.2 Playing Field Equipment Appeal:**

There have been no further contributions since the March meeting and the Fund still stands at £1,017.18

##### **12.3 Statement of Monies in Community Fund:**

As Members are aware, this is not strictly Parish Council money; it is held by the Parish Council on behalf of the Community for use on community projects agreed by the Community and currently stands at £593.85.

As discussed at the March meeting, it is anticipated that a plaque will be financed from this fund.

##### **12.4 Amendment of Standing Orders:**

I advised Members at the March meeting that the procedure as regards adopting revised standing orders and financial regulations is for the text of the new version to be approved at a meeting, then the matter is left for a month to give the public time to read the draft and raise any questions or comments, during which time the existing ones prevail. The new version is then adopted at the next meeting.

The text was approved at the March meeting under Minute 07/03/19 and this is now presented to this meeting in Appendices 1 and 2 for formal approval.

**JV Calvert  
Clerk and RFO  
9<sup>th</sup> April 2019**

**The Appendices to Item 12.4 may be seen upon application to the Clerk**

---

## **AGENDA ITEM 13.1**

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

---

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

**Application Ref:** PA19/02666

**Proposal:** Non-material Amendment relating to PA17/08948 to retain various features and other alterations.

**Location:** Sunrise, Penhalvean, TR166TQ

**Applicant:** Mr And Mrs D Smith

**Decision Required:**

Members are requested to ratify the e-vote in support of the above planning application and the action of the Clerk in sending the appropriate response to Cornwall Council.

**Date of Site Inspection:**

N/a

**Councillors who undertook the site inspection:**

N/a

**REPORT:**

This application was received on 27<sup>th</sup> March 2019 with a return date of 10<sup>th</sup> April because of a government requirement for this type of application to be determined within 28 days. Consideration of it, therefore, had to take place before the date of your meeting and so I circulated the documents to Members on 28<sup>th</sup> March and requested an e-mail vote.

PA17/08948 was to increase the roof height and include rooflights for a loft conversion. Dormers are to be constructed along with front and rear Juliet balconies and the front entrance was to be repositioned and certain internal alterations carried out. SPC supported the application and it was approved by CC.

In an effort to reduce costs and bring the project within budget, it is now proposed to retain certain features and vary some other work:

- 1) Retain extg. hipped roof to single storey rear of house (new gable previously approved);
- 2) Retain extg. rear-facing double doors to dining area (wider sliding/folding doors previously approved);
- 3) Retain extg. entrance door location, but widen opening (alternative entrance & canopy over previously approved on LHS of front elevation);
- 4) Retain extg. door opening to home office (previously approved as alternative entrance - see 3 above);
- 5) Retain 2no. extg. rear window openings to extg. ground floor bathroom/WC (single new window previously approved);
- 6) Lower cill height to extg. ground floor Bed 2 and insert new window style to match Bed 1; and,
- 7) Various enabling alterations to internal layout, including re-orientating new staircase.

As this effectively constitutes a reduction of the original proposal, a site visit was not considered necessary.

By 29<sup>th</sup> March, I had received six votes in support of the application, which meant that there would be a majority in favour of support, even if the remaining five were not in favour.

I therefore informed Cornwall Council accordingly and now seek Members' ratification of this action.

The application was, in fact, approved by Cornwall Council on 5<sup>th</sup> April.

**JV Calvert, Clerk, 6<sup>th</sup> April 2019**

---

## **AGENDA ITEM 13.3(b)**

**Application Ref:** PA19/02305.

**Proposal:** Certificate of lawfulness for an existing use in breach of a planning condition (planning condition 2)

**Location:** Westwood, Carnmenellis, Redruth, TR16 6PB

**Applicant:** Mr P. Mossop

### **Decision Required:**

Members are requested to consider the following report and the documents circulated prior to the meeting to reach an informed decision regarding the above planning application.

### **Date of Site Inspection:**

Myself and V.C Joy Thomas, did a slow 'drive by' this property on Friday 12<sup>th</sup> April.

### **REPORT:**

#### **Background:**

This property was built in the late 1960s, to enable the then land owner to create a dwelling on his farm land for a farm manager. The condition applied at approval was that the new dwelling 'should be occupied by members of the agricultural population'.

The property was purchased in the early 1970s by the applicants' parents (a vicar and his wife) and remained their family home until 2004.

Since this date the property has been let by the applicant and the agency Heather & Lay has dealt with several tenants.

Clearly the occupation of the property, in breach of the planning condition, has been continuous for a period in excess of 10 years with no link whatsoever to the agricultural community.

#### **Matters of Concern:**

None

**Cllr H Jones**

**12<sup>th</sup> April 2019**

---

## **AGENDA ITEM 13.3(c)**

**Application Ref:** PA19/00010/NDP

**Proposal:** Gwennap Neighbourhood Development Plan

**Location:** Gwennap

**Applicant:** Gwennap Parish Council

**Decision Required:**

Members are requested to consider the following report and the documents circulated prior to the meeting to reach an informed decision regarding the above planning application.

**Date of Site Inspection:**

N/A

**Councillors who undertook the site inspection:**

N/A

**REPORT:**

Gwennap Parish Council have completed the preparation of their Neighbourhood Development Plan and have submitted it to Cornwall Council, who are now consulting on it.

As a neighbouring Council, Stithians PC is a consultee and I shall be pleased to receive Members' comments for submission to Cornwall Council.

**Matters of Concern:**

None

**JV Calvert**

**Clerk**

**4<sup>th</sup> April 2019**

---

**AGENDA ITEM 13.3(d)**

**Application Ref:** PA19/02449

**Proposal:** Application for approval of reserved matters following outline approval Town & Country Planning (D.M.P) (England) order 2015.

**Location:** Meadow Cottage, East Road, Stithians, TR3 7BD

**Applicant:** Mr P. Graham

**Decision Required:**

Members are requested to consider the following report and the documents circulated prior to the meeting to reach an informed decision regarding the above planning application.

**Date of Site Inspection:**

Myself and V.C Joy Thomas, visited this property on Friday 12<sup>th</sup> April.

**REPORT:**

### **Background:**

Members will recall that outline planning permission was granted for this development under PA18/07356 and this application now gives full details of the proposals. SPC at the time had reservations about parking both on and off the site but nevertheless unanimously supported the application subject to there being no objection from Cornwall Council Highways Department.

At present Meadow Cottage has a garage separate to the main house. The proposal is to demolish this garage and construct a simple 2-bedroom bungalow.

To facilitate this development the front of the Meadow Cottage will be altered, to create a new and separate access and parking area; the new bungalow will have clear and compact boundaries. The site for the bungalow has been checked and passed for flood risk, contamination and landscaping. Mains sewage would be joined from Meadow Cottages existing service connection.

With this work, the existing front of Meadow Cottage will also be altered to create a more accessible driveway with space for vehicle turning.

The proposed changes to the front of Meadow Cottage will create a 'safe as possible' access and driveway to both the existing cottage and new bungalow.

### **Matters of Concern:**

None

**Cllr H Jones**

**12<sup>th</sup> April 2019**

---

## **AGENDA ITEM 14**

### **Clerk's Report for Meeting to be held on 16<sup>th</sup> April 2019**

#### **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 9<sup>th</sup> April there had been no new applications affecting Stithians.

For Members' information, who wish to check applications for themselves, the link to the relevant page on Cornwall Council's website is [www.cornwall.gov.uk/default.aspx?page=21173](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 is [www.cornwall.gov.uk/advice-and-benefits/licences-and-street-](http://www.cornwall.gov.uk/advice-and-benefits/licences-and-street-)

[trading/sex-shops-licence](#) , on 9<sup>th</sup> April and found no new applications in respect of the licensing of sex establishments affecting Stithians but, as I have reported to the January and subsequent meetings, there is an application dated 27<sup>th</sup> December 2018 for the renewal of a licence for the Wild Cherry in Beach Road, Newquay, the list having last been updated on 27<sup>th</sup> December 2018.

JV Calvert,

Clerk

9<sup>th</sup> April 2019

---

## **AGENDA ITEMS 15.1 – 15.2**

### **Clerk's Reports for Meeting to be held on 16<sup>th</sup> April 2019**

## **ENVIRONMENTAL MANAGEMENT CONTRACT**

### **Decisions Required:**

- 1. To note and agree the content of both the report and the notes of the Environmental Management Contract Progress Meeting held on 8<sup>th</sup> April 2019 and the actions contained therein with particular reference to any financial implications.**
- 2. To purchase 2 High Visibility Vests as detailed in the report in the sum of £38.25 + VAT.**

### **Reports:**

#### **15.1 Progress Meeting – 8<sup>th</sup> April:**

The first progress meeting was held on 8<sup>th</sup> April, the notes of which are attached as Appendix 1 to this report.

It should be noted that matters relating to the Playing Field are now discussed at this meeting and therefore in future, there will be no Playing Field Progress Meetings reported under the Playing Field Agenda Item.

#### **15.2 Purchase of Hi Viz Clothing:**

Members will recall that, in March I circulated details of High Visibility Vests, which Tyrone had suggested he should wear when undertaking all aspects of the EMC. Details are attached as Appendix 1 to this report.

JV Calvert

Clerk

9<sup>th</sup> April 2019

## **Appendix 1 to AGENDA ITEM 15.1**

### **NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING HELD ON MONDAY 8<sup>th</sup> APRIL 2019**

**Present:**

- (VK) Councillor Mrs V Kavanagh – Playing Field Portfolio Holder  
(JT) Councillor Mrs J Tomas – Environment Portfolio Holder  
(TM) Tyrone Martin - Playing Field Caretaker  
(JVC) John Calvert – Clerk

*Colours indicate action required by that person.*

### **Apologies:**

None.

This was the first meeting following the introduction of the EMC on 1<sup>st</sup> April 2019 and the Clerk had previously circulated an agenda based on the elements of the EMC and outstanding matters.

It is anticipated that, as was the case with playing field progress meetings (now superseded), the notes of the previous meeting will be used as the agenda for each future meeting with other matters added as appropriate.

### **1. Playing Field:**

(i) *Matters Raised on Check List dated 7<sup>th</sup> April 2019:*

- Fence adjacent to Ennis & Carbis in need of attention:  
As the fence in question was adjacent to the field rather than the farmyard, it was decided to make a temporary repair with a view to possibly introducing some denser planting at a later date. (TM)
- New Padlock needed for gate:  
JVC had authorised the purchase of this. TM handed him the receipt for reporting the payment to the April PC meeting.
- Pavilion – some front timbers rotting:  
To be inspected at a later date (JVC/TM).
- Pavilion – rot in internal beam:  
To be inspected at a later date (JVC/TM).
- Youth Shelter:  
Needs repainting. TM will do it after the Easter holidays.

(ii) *New Toddler Play Area:*

Opening took place on 4<sup>th</sup> April by two children from the School Reception Class watched by their classmates, some Councillors and some members of the public. Lynn Egginton from Wicksteed attended and gave each of the children a "Goodie Bag". TM confirmed that he had received various documents from Wicksteed via JVC. JVC handed him maintenance keys which had been provided by Wicksteed. The inspector had found no faults but Wicksteed will not be informed until the report is to hand (JVC)

(iii) *Zip Wire:*

TM had consulted the Inspector and she had informed him that a safety surface is required where the fall height exceeds 1 metre. She also advised that a fence would be needed alongside the wire to prevent people being able to walk across the route of the wire. It need be no more than 1.1m high. TM advised that it was something he was willing to quote for at the appropriate time.

JVC advised that he would be reporting on the installation of the zip wire to the April PC meeting.

(iv) *Re-siting of Climbing Frame (Igloo):*

The Inspector had informed TM that safety surfacing was required for a distance of 1m outside the frame. TM will install it in the agreed location once he has obtained the necessary steel and JVC has obtained the necessary safety surfacing. It was agreed that new safety surfacing (grass mats) should be obtained and those retrieved from the previous installation kept for any repairs in the future. TM to inform JVC of the number of mats needed and the supplier.

- (v) *Repainting of Play Equipment:*  
All done except seats and Igloo, which will be done once they are reinstalled.
- (vi) *Annual Inspection – 5<sup>th</sup> April 2019:*  
Report not yet to hand. There will be more detailed discussion when it is.  
The Inspector advised that the picnic table should be moved in order to obviate the possibility of children climbing on it and jumping off it into the Toddler Play Area and possibly hurting themselves. A position near the Skysaw was agreed after the meeting.  
She advised that some of the nuts on the underside of the seats on the large swings needed replacing (TM).  
She also advised that the pedestrian gates into the playing field near the play area should be self-closing. The gates are heavy and any spring strong enough to close them would make them difficult for a child to open. It was thought that a barrier with a lighter gate could be installed inside the gates and that the vehicular access could be permanently locked as there was alternative access opposite the Church.  
The Inspector was accompanied by a man who, she said, would be carrying out the inspections in the future whilst she concentrated on office work. TM asked if he would be willing to check the bearings on the sky saw and he said that he would.
- (vii) *Other Matters:*  
Grass cutting had been carried out.

## **2. Crelow Field Amenity Area:**

- (i) *Matters Raised on Check List dated 7<sup>th</sup> April 2019:*  
TM had cut the grass. No matters of concern from list.
- (ii) *Other Matters:*  
JT mentioned the area subject to becoming waterlogged and suggested the planting of willow and/or alder trees which thrive in wet ground and help, through their roots, to dry it out. It was agreed that this should be done as part of the tree planting initiative in connection with Climate Change (JT).

## **3. Toilet:**

- (i) *Matters Raised on Check List dated 7<sup>th</sup> April 2019:*  
TM had informed MW that the gutters were in need of clearing of leaves, which he had done.
- (ii) *Other Matters:*  
None.

## **4. Meadowside Cemetery:**

- (i) *Matters Raised on Check List dated 7<sup>th</sup> April 2019:*  
TM advised that weed spraying was planned.
- (ii) *Other Matters:*  
It was noted that Rex Andrew had not yet started on either the concrete beams or the Garden of Remembrance.

## **5. Longdowns:**

- (i) *Matters Raised on Check List dated 7<sup>th</sup> April 2019:*
- South Bus Shelter – in need of attention:  
TM advised that the back was in need of repair but couldn't be accessed because of debris behind. JVC had obtained an estimate of £1200 from Truro Portable Buildings for replacement. A block-built shelter was suggested. The area to the rear could be cleared at the time the shelter is replaced. NFA until the result of the Community Governance Review is known.
- (ii) *Other Matters:*  
None.

**6. Public Rights of Way:**

TM advised that this work would start soon.

**7. Verge Maintenance:**

TM advised that the first cut had been carried out.

**8. Closed Churchyard:**

TM advised that no grass cutting had yet been carried out because of various wild flowers.

It was not known whether Cormac had removed the fallen tree.

**9. Lower Churchyard:**

TM advised that no grass cutting had yet been carried out because of various wild flowers.

**10. Haverigg Cemetery:**

Nothing to report.

**11. Weed Treatment:**

TM advised that, rather than sticking rigidly to spraying twice a year, it was his intention, as he would be in the village more often, to spray on an "as and when" basis whilst ensuring that all weeds within the specified area are kept at bay.

**12. Any other Business:**

(i) *Gap Between Playing Fields:*

JVC referred to the previous decision to investigate the possibility of fitting a wider gate to obviate the need to fill the gap. The gate TM had in mind was too rusty. **TM to investigate price of a new gate of the right size.**

(ii) *Speed Monitoring Signs:*

JVC asked if TM would be willing to move these to different locations and charge them in his pavilion store if the PC obtained any. He agreed and was also willing to undergo training in working adjacent to the highway, something which it was felt he should have in any case. Any charge would need to be evaluated once the amount of time involved was known.

(iii) *TM's attendance at Annual Playing Field Inspections:*

TM advised that his attendance at the Annual Inspection had taken over two hours. JVC advised that he considered it necessary for him to attend.

It was agreed that, in future, TM could invoice for his time after the Inspections when it was known how much time he had spent with the Inspector.

**13. Date of next meeting:**

Monday 13<sup>th</sup> May 2019 at 9am at Nutshell Cottage.

**14. Site Meeting:**

Locations for the Picnic Table, Seats, Igloo and Litter Bin were agreed.

It was noted that some limbs on the cherry tree were dying and it was agreed that **TM would take the necessary action and invoice** the PC afterwards because he did not know how long the work would take.

## **AGENDA ITEM 16.1**

### **Clerk's Report for Meeting to be held on 16<sup>th</sup> April 2019**

#### **Meadowside Cemetery**

##### **Decisions Required:**

1. To note and accept the content of the report.

##### Report:

As Members are aware, maintenance of the cemetery is now carried out by Tyrone Martin as part of the Environmental Management Contract.

At the time of writing this report, I was still waiting for Rex Andrew to install the concrete beams and remove the turf from the Garden of Remembrance.

There were no issues worthy of noting here raised at the EMC Progress Meeting on 8<sup>th</sup> April.

The software for maintaining cemetery records was installed on my computer on 10<sup>th</sup> April.

**JV Calvert**

**Clerk**

**11<sup>th</sup> April 2019**

---

## **AGENDA ITEM 17.3**

### **Clerk's Report for Meeting to be held on 16<sup>th</sup> April 2019**

#### **SPEED MONITORING**

##### **Decisions Required:**

1. To agree to the joint purchase with Lanner and Gwennap Parish Councils of three speed monitoring signs.
2. To agree the locations for speed monitoring signs as agreed at the meeting and submit them to the Cormac Area Manager for consideration.
3. To agree that Tyrone Martin should be the person who relocates the signs as and when necessary and to arrange for him to undertake training in working alongside the highway if necessary.

##### Report:

Members will recall that the March PC Meeting was informed that a meeting was due to take place, attended by the Chairman, to discuss the joint purchase between Lanner, Gwennap and Stithians PCs of speed monitoring signs on 20<sup>th</sup> March, SPC having agreed in principle to such a purchase.

I have to confess that I thought that the idea was to purchase one sign between the three parishes and to share the cost. At the meeting, however, it was agreed that three signs should be purchased to give more scope for their deployment.

I have been supplied with a quotation, which amounts to £5,486.72 + VAT, meaning that the Stithians contribution would be £1,828.91. This includes all the necessary ancillaries to mount and operate them, although I believe some extra mountings may be required depending upon where the mounting points are established.

Regarding mounting, various sites throughout the Parish have been identified by Members as follows:

1. Verge between Tregynsa and Belmont House.
2. Foundry near bus shelter and on opposite side.
3. South Road on approach to Gribbas Corner.

I think there are probably more and a definitive list needs to be agreed at the meeting before consulting Cormac.

Members have suggested sites outside the 30mph limit, but it should be noted that Adrian Drake, the Cormac Area Manager, will not support the use of signs outside the 30mph limit despite what it says in paragraph 3 of the attached policy but as we don't have any 40mph limits, it is not an issue for SPC.

Agreement to the use of these sites has to be obtained from Adrian Drake, and poles may need to be erected (at extra cost) at each location.

As Members are aware, the signs cannot stay in one location for more than two weeks or return within four.

Members are already aware of correspondence following discussion between Fiona Barnard, the Clerk to Gwennap PC, and Adrian Drake, following which Elaine Youlton, the Clerk to Lanner PC, met him with a view to clarifying certain aspects of the current policy, a copy of which is attached to this report as Appendix 1.

She has sent the following information:

1. *AD confirmed that he will only support use of such devices within 30 mph speed limits, see point 3 of the attached document.*
2. *The messages that can be displayed will be required to be the speed being travelled with such display as 'thank you' if within the speed limit. If speeds are beyond the limit to for example 35 mph, then the message changes to read the speed of travel and 'slow down' beyond that the actual speed is no longer displayed and the message 'too fast!' will appear.*
3. *The settings cannot be altered to encourage reduction of speed to say 20 mph - for example '20 is better' however it is possible that a lower maximum speed could be programmed. So the message 'Too fast' could appear at say 35 mph but this could only appear when 30 mph had been exceeded. These signs can be programmed to a much greater extent but that seems unlikely to be approved by CC.*
4. *Approval is likely for 5/6 sites in each parish. These would be approved under current regulations, but if any additional sites are added in the future these would be subject to any new regulations/policy that had been introduced.*
5. *Current policy has been submitted for review and this will be completed when staff resources allow. This could be next week or over the next few weeks. If these are introduced prior to*

*agreement/purchase of signs, then we will have to comply with new policy. That is why he is advocating swift implementation.*

- 6. There are a host of requirements in relation to locations relating to other speed reduction measures in the area, H & S requirements and links with Speedwatch sites.*
- 7. The next step is for each Parish to submit a map detailing proposed locations to Adrian Drake. He will consider the suitability of site, if existing street furniture including street lamps that can be used or the location of new posts. Each parish must also submit a Risk Assessment for the management of the signs and putting up and taking down. Some of this will be generic but also site-specific. Adrian will offer feedback.*
- 8. There is risk to proceed with the purchase of signs before all this is in place. If not approved, then there would be little point in having the signs! However, delay may see the introduction of the new policy.*
- 9. We will then need to agree rotational use. The sign can only remain at one location for 2 weeks and not return within four weeks in order to remain effective.*
- 10. We need to confirm who will be putting up/taking down in each parish. There will need to be time allowed for charging before/after handing over to next parish.*
- 11. It is very likely that the policy will be revised to include a requirement for those moving siting the signs to undertake training relating to working near the highway. This will be available via Cormac and there will be a charge.*
- 12. Ashley has located current guidance policy and I have attached it for your reference.*

*I look forward to your comments in due course and sincerely hope we can successfully proceed in the near future.*

*Kind regards*

*Elaine*

I have asked Tyrone Martin if he would be willing to relocate the signs as and when necessary and to charge the batteries in his store in the pavilion. He is willing to do this but the financial implication will not be known until he actually starts to do the work. He is also willing to undertake training in working alongside the highway, which is something he ought to have in any case.

**JV Calvert,**

**Clerk**

**10<sup>th</sup> April 2019**

---

## **AGENDA ITEM 17.5**

### **Clerk's Report for Meeting to be held on 16<sup>th</sup> April 2019**

#### **ADVERSE POSSESSION OF LAND AT TREMBROATH COTTAGE**

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

**To note the content of the report.**

Report:

Members will recall that this matter was first brought to the Council's attention at the December 2018 meeting when it was resolved, under Minute 08/12/18 to write to the Land Registry objecting to an application from Mrs Buswell for adverse possession of land at Trembroath Cottage.

The matter was further reported to the February 2019 meeting when it was resolved under Minute 18/02/19 to reiterate the PC's objection and to inform the Land Registry that the Parish Council wished to negotiate with the applicant with a view to finding an acceptable solution.

I have now been informed by the Land Registry that the application was cancelled on 1<sup>st</sup> April because "the applicant failed to indicate an intention to proceed within the deadline".

**JV Calvert,**

**Clerk**

**9<sup>th</sup> April 2019**

---

## **AGENDA ITEMS 18.1 – 18.4**

### **Playing Field Portfolio**

#### **Reports for Meeting on 16<sup>th</sup> April 2019**

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

1. To note and agree the content of the report on the Playing Field.
2. To note the content of the report on the erection of a zip wire and to agree to accept the quotation from Mr Zip Wire for its installation.
3. To agree on suitable signage for the Toddler Play Area.
4. To note the content of the report on the lease of the new playing field.

##### **Report:**

###### **18.1 Playing Field:**

"Playing Field Progress" is now reported as part of the Environmental Management Contract but any relevant issues will be reported here as well if formal agreement is needed.

###### ***Annual Inspection:***

This took place on 5<sup>th</sup> April. It included inspection of the recently installed Toddler Play Area. The report is not yet to hand but some issues are reported under the EMC.

The Inspector did advise, as detailed in the notes of the EMC meeting, that a small fence would be necessary alongside the zip wire.

###### ***Moles in the Playing Field:***

Leighton Moyle informed me on 9<sup>th</sup> April that he is continuing his work in the playing field and that he had so far trapped a further seven moles. Activity certainly seems to be decreasing but they are now in the new playing field and he will now be working in there as well.

### 18.2 Zip Wire:

As Members are aware, several companies have been approached to obtain estimates for the installation of the zip wire which was purchased from Cllr John Thomas's Community Chest.

Estimates have varied with some using our wire and others providing their own. The lowest currently is in the sum of £5,788 from Mr Zipwire. This is the first estimate which was obtained back in July 2018 and I have been unable to better it, with all the companies I have approached quoting figures in excess of £11,000. I was going to report all the quotations in the confidential part of a future meeting once the final costs of the Toddler Play Area and the establishment of the Cemetery are known so that Members are aware of exactly how much money is available. I see little point, however, in delaying matters any longer as I now have the invoice for the Toddler Play Area, which is presented in agenda item 24 for payment. Obviously, I have the other quotes should they be required.

I think we should bite the bullet, as we did with the Toddler Play Area when we fell short in our funding applications. If it is installed sooner, rather than later, it may alleviate the problems with older children using the Toddler Area, although I believe this has lessened now that the novelty has worn off.

It is my intention to pay £26,938.12 to Wicksteed from the Playing Field Fund and the remaining £20,000 from the Pavilion Fund. These figures are, of course exclusive of VAT.

This will leave £19,111.23 in the Playing Field Fund and £14,799.69 in the Pavilion Fund.

There will, therefore, be ample in the Playing Field Fund to cover the remaining monies due to Tyrone following his work in connection with the Toddler Play Area and relocation of equipment (not yet fully quantified or completed) and for the installation of a fence and the installation of the zip wire, along with work any work identified in the Annual Report, such as a self-closing gate at the play area entrance.

There will also, in due course, be some monies remaining in the Cemetery Fund which will be transferred to either the Playing Field Fund or the Pavilion Fund, whichever Members so wish. Members also have the safety net of some £18,000 available in the General Reserve.

It is therefore my recommendation that we go ahead with the installation of the zip wire without further delay.

### 18.3 Toddler Play Area:

I apologise to Members for the fact that this item was not included in the published agenda, but it is important that it is considered at this meeting.

As Members are aware, there were problems initially with older children using the Toddler Play Area and, although matters seem to have calmed down somewhat, signs are needed to advise who can and how they should use the Toddler Area.

Wicksteed have advised that it is designed for children of five years and under.

My first reaction was to use a sign along the lines of that shown in Appendix 1 to this report, but Members may feel that it is not very user-friendly and that something along the lines of that shown in Appendix 2 should be used. Either way, I feel a sign should be placed at each entrance.

I shall be pleased to receive Members' instructions on the matter.

#### 18.4 Lease of New Playing Field:

I was instructed under Minute 21/01/19(2) to write to the Glebe Agent querying the rationale behind their valuation of the new playing field. This I did on 18<sup>th</sup> January with a reminder on 29<sup>th</sup> and another on 4<sup>th</sup> February followed by a further one on 14<sup>th</sup> March. At the time of the last PC meeting, I reported that I still had not had a response.

I did, however, receive one the day after the meeting as follows:

*The value reflects the use permitted, rather than the appearance. If the land was sold with a covenant limiting the use to agricultural then a charity could sell it for agricultural value. If it is being sold for car parking and recreational/sports facility, then the value needs to reflect those uses.*

Members will recall that, under Minute 15/03/19(2), it was agreed to write to Father Simon Bone seeking direct discussion with the Glebe Committee over this and the matter of the NDP because of the Glebe having a considerable amount of land within the Parish.

It seems, however, that the Agent is the point of contact and the last e-mail from the Chairman of the Glebe Committee on 27<sup>th</sup> March, advised that Michael Greet "will be in contact". When this might happen remains to be seen.

In actual fact, I am now led to believe that Ben Wood will be the contact for the NDP.

In the meantime, I have asked MG for a plan showing all Glebe-owned land within the Parish and at present he seems reluctant to furnish one as he has asked how it will be used and whether it will be published.

I have informed him that it would not be published or appear in the public domain and have stated that, leaving issues of the NDP aside, it is information that the PC should have in any case. This was on 10<sup>th</sup> April and at the time of writing this report I was still awaiting a reply.

JV Calvert,

Clerk

11<sup>th</sup> April 2019

**The Appendices to Item 18.3 may be seen upon application to the Clerk**

---

## **AGENDA ITEM 19.1**

### **Clerk's Report for Meeting to be held on 16<sup>th</sup> April 2019**

## **HOUSING SUPPLEMENTARY PLANNING DOCUMENT – Cornwall Council Consultation**

### **Decision Required:**

To decide whether and/or how to decide upon a suitable response to Cornwall Council's consultation on their Housing Supplementary Planning Document.

Report:

An e-mail advising of this consultation was received on 5<sup>th</sup> April and forwarded to Members the same day.

The document amounts to some 43 pages and the closing date of submission of comments is 6<sup>th</sup> May, meaning that, if the PC is to comment, a report is needed either for discussion at this meeting or by an e-mail vote prior to the closing date.

I asked on 5<sup>th</sup> April if any Member was willing to prepare a report for discussion and at the time of writing this report, had received no offers.

**JV Calvert,**

**Clerk**

**10<sup>th</sup> April 2019**

---

**AGENDA ITEM 21.1**

**MINUTES OF MINING VILLAGES MEETING**

**Held on 28<sup>th</sup> February 2019 at the Stithians Centre**

**Present:**

Chris Bell	St Day PC
Philip Blease	Stithians PC
James Biscoe	Co-opted Member of MVRG
Charlotte Caldwell	Cornwall Council
Kevin Furnish (Vice Chairman)	Gwennap PC
Rob Knill (Chairman)	Chacewater PC
Steve Leech	Chacewater PC
Paul Mahoney	Streamline Web Design
Carl Martin	Carharrack PC
Simon Mould	Cornwall Council
Rebecca Ryder	St Day PC
Ashley Wood	Lanner PC

**Apologies:**

Liz Allcorn

Cornwall Council

Richard Forrest

Gwennap PC

Peter Tisdale

Treasurer

## **Agenda Items:**

### **Introduction**

RK thanked PB (Stithians PC) for agreeing to host the meeting and PB offered his apologies to PM about access arrangements. RK advised that there was much to get through but equally that much progress had been made in a host of areas.

### **Churchyard/Trails Websites**

PM from Streamline was warmly welcomed and tabled papers explaining the websites including costs and monitoring data, which was very useful.

#### Churchyard website:

To rebuild the site would cost £3930 including annual hosting fees.

KF said he wants to see a managed service with all costs included without having to buy add-ons. He also raised concerns re the validity of the users browsing the site and the real reach of the site.

After discussion, it was agreed that all would review and send questions via CC so that a decision can be made on next steps.

#### Trails website:

There was positive feedback on the site and the usage levels generally. PM said he is not hopeful that individual businesses will buy advertising and suggested instead promoting banner advertising on the site.

**Action:** PM to email copy of costs.

### **Minutes of last meeting**

These were approved as a true and accurate record. PB recorded that he had sent apologies.

### **Matters Arising**

GDPR – RK explained that clarification has been sought and that we have probably gone as far as we can – at this point - with regard to questioning the process/system, until PAS review mid-2019.

The tour with Mark Luxton (20<sup>th</sup> Feb 2019) had gone well and a list of hotspots now needs to be drawn up. **Action:** RK to circulate request for hotspot data.

Planning/Road safety speakers at May meeting. **Action:** All to send questions for Paula Wellings (Road Safety/speeding) and Louise Wood (Planning) to CC Highways Maintenance. SM advised that Kevin Bryant is willing to host a session between the Council, Cormac and MVRG to discuss issues including scheduling of works which is what MVRG is seeking. This is being arranged by Cornwall Council.

JB said that the interaction with David Rodda was helpful and he will circulate the outcome of the discussion (attached with minutes).

Mining Trails forum – positive meeting – as an example of the direction of positive flow here, a bench will be bought for the trail at Chacewater (Wheal Busy) as a resting place, but other items/issues being addressed also. Next meeting is 7<sup>th</sup> May at Chacewater at 2pm.

Speedwatch progress – SM updated that this has now been escalated in the Police and that the PCC, Chief Inspector and Highways will be working to make this happen more expediently in future, the attendance of Paula Wellings at the MVRG in May will support this. There is a meeting on 25<sup>th</sup> March and invites will be sent to MVRG to attend.

Western Power – SL said they are beginning to listen.

### **Simon Mould, Head of Community Safety and Localism**

RK welcomed SM, who had agreed to attend as a follow up to the September meeting with he, Cllr Edwina Hannaford and Stephen Foster regarding Localism and the MVRG wish for greater focus on Rural Issues. The main focus of discussion with SM was the MVRG's emerging Rural Status Report (RSR) for which AW has drafted the template.

SM confirmed that Cornwall Council can adopt this, ensuring that collective responsibilities from the MVRG and other agencies, where appropriate, are acknowledged.

The various priorities were discussed, which aligned with the previous top ten issues tabled with SM. SM had responded to the list and it was agreed that the scope of each priority is a blend of strategic thinking and operational action.

It was acknowledged that action is important and this must become a document with teeth. SM stressed that a "sticking plaster" approach will not be helpful and that in many cases, sustainable long term solutions to issues need to be found, which can take time but be worth it.

It was also agreed that there will be occasion when a single item issue is discussed/briefed at an MVRG meeting where more time can be devoted.

KF raised the point that often issues affecting the Mining Villages will be common to other rural parishes in Cornwall and SM said that he supports sharing of good

practice, clustering to solve problems collectively. CC added that CLOs are being encouraged to attend each other's CN Panel meetings.

SM confirmed he is the central point at Cornwall Council for receiving the first iteration of the RSR.

AW asked for feedback on what was missing and CC said that Loneliness was one issue, RK felt Youth Engagement should be included and also Climate Change.

SM asked for feedback on whether things had improved with Cornwall Council since the last meeting – overall members felt it had but there are still pockets of services in the Council who take decisions in isolation and do not always involve elected Members or town and parish councils in their consultation/communications. CB said that the MVRG put forward sensible suggestions and it would be refreshing if this was acknowledged, which SM took on board.

### **Parish Reports**

Taken as read.

Chacewater – RK mentioned the A30 designated funds.

KF updated on Gwennap's new playing field.

AW asked about Geothermal and Lithium.

JB asked PB about parish boundaries in respect of Longdowns, PB said that there would be no change.

### **Community Link Officers Update**

CC updated as follows;

- Next CPIR CN Panel meeting is on 12 March 7-9pm in the Art Gallery in the bungalow at Pool Academy School, speakers include KF from MVRG (Illegal Use of PRoW), Deborah Tritton about Kresen Kernow, Green Infrastructure for Growth and the young people on the Loneliness and social media CPIR projects.
- She advised that the May CN Panel will include a speaker on Climate Change.
- She reminded people about the Community Network DIY SOS expression of interest which is due by 12 April – she encouraged people to put forward ideas for support by CC staff.
- The new Community Chest fund will re-open on 1<sup>st</sup> April.

### **Treasurers Report**

PT had sent through his report which was tabled.

AW made suggestions on layout change.

It was agreed that the MVRG would set up an on-line bank account.

Chacewater Start up Fund Application. Action. Application approved – proposed by AW, seconded by KF and unanimously supported.

JB/CC suggested that a bank account was in their own name and all agreed that this should be one the Chacewater Parish – Community Energy Group’s (CP-CEG) future aims.

Invites will be given to MVRG members to future CP-CEG events, eps. The Annual Energy Open day in July.

### **Date, time and Venue of next meeting**

Thursday 2<sup>nd</sup> May at 2:00-4:00pm at the Mills Hall, Carharrack.

---

## **AGENDA ITEM 22**

### **Clerk’s Report for Meeting to be Held on 16<sup>th</sup> April 2019**

#### **Correspondence Received**

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

- 1. To decide upon attendance at a conference at Heartlands on 24<sup>th</sup> April 2019 entitled “Creating Great Green Spaces for All”.**
- 2. To decide upon attendance at a Road Safety & Community Speed Engagement Event at New County Hall on 14<sup>th</sup> May 2019.**
- 3. To agree upon any application to be submitted for membership of the Planning Partnership.**
- 4. To note receipt from Cornwall Council of information relating to the planning officers assigned to Area 2, of which Stithians is a part.**
- 5. To decide upon attendance at a Highways Engagement Session to be held By Cornwall Council at their Scorrier Depot on 8<sup>th</sup> May 2019 at 10am.**

#### **REPORT:**

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

<b>Date</b>	<b>Type</b>	<b>From</b>	<b>Subject</b>	<b>Action Taken/Required</b>
25/03	E-mail	Cornwall Council	Conference – Green spaces	See Section 1 of Report
25/03	E-mail	Cornwall council	Road Safety & Community Speed Engagement Event	See Section 2 of Report
26/03	E-mail	CALC	Vacancies on Planning Partnership	See Section 3 of Report
26/03	E-mail	Cornwall Council	Local Planning Team	See Section 4 of Report
08/04	E-mail	Cornwall Council	Highways Engagement Sessions	See Section 5 of Report

1. I circulated this to Members for information on 25<sup>th</sup> March. It gives details of a free all-day conference being held at Heartlands on 24<sup>th</sup> April entitled “Creating Great Green Spaces for All”. I trust that by the time of the meeting, I will know of any Members who may wish to attend and that I will have contacted the organiser.
2. I circulated this to Members for information on 25<sup>th</sup> March. It gives details of an event to be held at New County Hall on 14<sup>th</sup> May from 9.30 to 1.30. I trust that some of our volunteers will wish to attend.

3. I circulated this to members on 26<sup>th</sup> March. Membership of the Planning Partnership has to be refreshed every two years and applications are invited for the 10 places for Councillors and 4 for Clerks. Applications must be endorsed by the Council and submitted by 30<sup>th</sup> April. They are limited to one per Council.
4. I circulated this to Members for information on 26<sup>th</sup> March. It is the presentation from the "Meet the Planners" event held on 4<sup>th</sup> March and contains details of the team of officers assigned to our area.
5. These are information sessions held at either Scorrier or Bodmin depots where attendees will be given an insight into various aspects of the Highways department as detailed in the information circulated to Members on 10<sup>th</sup> April. Obviously, the best one for SPC Members to attend will be the one at Scorrier on 8<sup>th</sup> May at 10am. It is anticipated that the session will last approximately two hours.

**JV Calvert,**  
**Clerk**  
**10<sup>th</sup> April 2019**

## **AGENDA ITEM 24**

### **Authorisation of Payments – April 2019**

#### **Decisions Required:**

- 1. To approve payment of the sums shown in the report totalling £63,922.19 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>
Visa	08/04	Wilko	Padlock for New Playing Field	1.67	10.00	1
Visa	09/04	Information Commissioner	Registration under the Data Protection Act		40.00	2
E	16/04	Clerk	April Salary		1362.54	3
E	16/04	Clerk	March Expenses (Appendix 1)		12.60	
E	16/04	HMRC	Clerk's Tax under PAYE - April		340.60	
E	16/04	M White	Toilet Cleaning - April		86.17	4
E	16/04	M White	Litter Picking - April		140.50	4
E	16/04	Tyrone Martin	Environmental Management Contract - April		1683.35	5
E	16/04	Tyrone Martin	Reimbursement for paint from LA Phillips	2.76	16.56	6
E	16/04	Fenland Leisure	Swing Seats	20.80	124.80	7
E	16/04	Pear Technology	Computer System for Cemetery	237.00	1422.00	8
E	16/04	Mr EL Oppy	Wayleave for Longdowns Bus Shelter		1.00	
E	16/04	M Rashleigh	Playing Field Grass Cutting	133.40	800.40	9
E	16/04	Cornwall Council	NDP Training	40.00	240.00	10
E	16/04	CALC	Subscription	79.24	692.51	
E	16/04	Bowling Club	Footpath Electricity	4.43	92.94	
E	16/04	Anglia Sign Casting	Dedication Plaque for WW1 Memorial Seat	33.89	203.32	11
E	16/04	Wicksteed	Toddler Play Area	9,387.62	56,325.74	
E	16/04	ICCM	Membership for 2019/20		95.00	
E	16/04	EDF Energy	Electricity Supply - Toilet	7.25	152.17	
DD	13/05	Microsoft	Annual Payment for Office 365		79.99	
<b>TOTALS</b>				<b>£9,948.06</b>	<b><u>£63,922.19</u></b>	

Notes:

1. This for a lock for the new playing Field purchased by tyrone Martin using the Council's Visa Debit Card, the expenditure having first been agreed by the Clerk.
2. This payment has to be made annually and the easiest way to do so was by using the Council's Visa Debit Card, which I did on 9<sup>th</sup> April.
3. This payment is the Clerk's gross salary (£1,703.14) less income tax due from the Clerk under PAYE for the month of April. Members agreed an increase from 1<sup>st</sup> April under Minute 08/03/19.
4. These payments were increased w.e.f. 1<sup>st</sup> April in line with the CPI as stipulated in the contracts and agreed under Minute 05/11/18(2).
5. As Members are aware, the Environmental Management Contractor is paid in twelve equal monthly instalments for the various elements of the contract as follows:

<u>Element of EMC</u>	<u>Annual Payment</u>	<u>Monthly Payment</u>
Footpath Maintenance	2,300	191.67
Verge Maintenance	1,400	116.67
Playing Field Caretaker	7,400	616.67
PF Grass Cutting	2,300	191.67
PF Hedge Trimming	500	41.67
Closed Churchyard Maintenance	1,100	91.67
Lower Churchyard Maintenance	900	75.00
Haverigg Cemetery Maintenance	600	50.00
Meadowside Cemetery Maintenance	1,500	125.00
Crellow Fields AA Grass Cutting	550	45.83
Crellow Fields AA Hedge Trimming	350	29.17
Crellow Fields AA Caretaking	550	45.83
Weed Treatment	450	37.50
Cleaning Longdowns Bus Shelters	<u>300</u>	<u>25.00</u>
Totals	<u>20,200</u>	<u>1683.35</u>

6. Tyrone Martin was "owed" a tin of paint for the Play Equipment as there was insufficient stock when he obtained it initially. This is reimbursement for that paint as he paid for it himself. Payment for the bulk of the paint was authorised at the March meeting.
7. The purchase of these seats was agreed under Minute 14/03/19(2).
8. This includes a payment of £85 + VAT for technical support and updates until 31<sup>st</sup> March 2020. This payment of £85 will then become due annually thereafter.
9. This is the last payment under Malcolm Rashleigh' s contract. If it were to be charged to the playing field grass cutting budget, it would result in an overspend at the end of the financial year. I shall therefore pay it from the Playing Field Development Fund.
10. This is for training provided to the NDP Group by Kath Statham.
11. It was agreed under Minute 12/03/19(5) to purchase a Dedication Plaque for the WW1 Memorial Seat after consultation with the Royal British Legion, who have now agreed the wording with a change of year from 2019 to 2018, the year in which the funding was raised and the seat installed. This will be funded from the Community Budget, as was the seat itself.

**JV Calvert,**  
**Clerk & RFO**  
11<sup>th</sup> April 2019

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

---

## **AGENDA ITEM 24(A)**

### **Additional Authorisation of Payments – April 2019**

#### **Decision Required:**

**Members are requested to approve the additional payment shown in the table below in the sum of £387.00.**

**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	16/04	<i>P Richards</i>	Internal Audit		<i>387.00</i>	
<i>Totals</i>				<i>£</i>	<b><i>£387.00</i></b>	

Notes:

None

JV Calvert,

Clerk & RFO

16<sup>th</sup> April 2019

---

---