

MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL
HELD IN THE STITHIANS CENTRE ON
TUESDAY 21st JANUARY 2020 COMMENCING AT 7.00pm

ATTENDANCE

Present were Cllr P Blease (Chairman), Cllr Mrs J Thomas, Cllr Mrs C Sylvester, Cllr Mrs V Kavanagh, Cllr R Iles, Cllr A Bunclark, Cllr M Whitbread-Jordan, Cllr H Jones, Cllr W Thomas, Cllr Mrs R Wood and the Clerk.

Members of the Public present were Diane & John Bell, Stuart Watt and Jon Goddard to the points mentioned.

Cornwall Cllr John Thomas and Brian Piper were also present to the point mentioned.

1. APOLOGIES

Apologies were received from Rod Davis.

Due to a family commitment, Cllr A Bunclark advised that he would need to leave the meeting at about 8pm.

2. URGENT ITEMS

The Clerk advised that there were no urgent items for consideration.

3. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION

3.1.1 As the applicant, Cllr R Iles declared an interest in Agenda Item 13.3(b). The Clerk advised him that he should leave the room during consideration of the item.

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

4.1 MINUTES OF THE DECEMBER 2019 COUNCIL MEETING

4.1.1 The Clerk advised that he was not aware of any suggested amendments to the Draft Minutes circulated prior to the meeting.

4.1.2 **RESOLVED to accept the minutes of the Council Meeting held on 11th December 2019 as a true record of the proceedings.**

Proposed by Cllr Mrs Kavanagh, seconded by Cllr Mrs J Thomas and carried unanimously by those who voted. As they had not been present at the meeting, Cllr Mrs R Wood and Cllr W Thomas did not vote.

MINUTE 01/01/20

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

5 MATTERS ARISING FROM THE MINUTES OF THE DECEMBER 2019 COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA

Minute 15/12/19: The Clerk enquired of Cllr W Thomas how the placing of the Christmas tree in the Playing Field had been received and was told that he had had favourable comments but the lights had failed after only a short time and he had been unable to get them working again. It will be better next Christmas!

6 CORNWALL COUNCILLOR JOHN THOMAS

6.1 Cllr John Thomas presented his report, a copy of which is appended to these minutes.

6.2 Members were appreciative of all that he was doing and duly noted the report. The Chairman thanked him for his considerable efforts in addressing

several matters, making particular mention of all that he was doing to progress the matter of a central pedestrian refuge at Longdowns.

7. POLICE & NHW

7.1 No matters were raised.

The Chairman closed the meeting at this point at 19.10 to allow Public Participation.

8 PUBLIC PARTICIPATION

8.1 Stuart Watt enlarged upon his application for co-option and answered questions from Members.

8.2.1 Jon Goddard made comment on the proposals for outdoor fitness equipment to be considered later in the meeting.

8.2.2 He advised that, although he considered some to be suitable, he thought that others from the same company may be more suitable.

8.2.3 **It was agreed that the Clerk would forward details of the company's website to enable him to come up with some suggestions for the next meeting.**

There being no further matters raised under Public Participation, the Chair re-opened the meeting at 19.40.

9. STITHIANS ENERGY GROUP

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

9.1.2 Cllr W Thomas wondered about the feasibility of generating hydro-electricity in Kennall Vale. Brian Piper agreed to bear it in mind

9.1.3 **RESOLVED to note and approve the content of the report.**
Proposed by Cllr Mrs Sylvester, seconded by Cllr Mrs J Thomas and carried unanimously.

MINUTE 02/01/20

9.2 *CPIR Climate Change Action Group:*

9.2.1 No notes of this meeting had yet been produced but Brian Piper had mentioned it in his report, the details of which were duly noted.

9.2.2 Cllr Mrs Sylvester reported that several people at the meeting had praised the efforts of SPC in addressing Climate Change.

9.3 *Climate Emergency - SPC Action Points:*

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

9.3.2 He reminded Members to keep him informed of progress so that he could keep it up to date..

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

Proposed by the Chairman, seconded by Cllr Mrs Kavanagh and carried unanimously.

MINUTE 03/01/20

10. TRANSPORT

10.1 *Transport Representative's Report:*

Having given his apologies, Mr Davis was not present at the meeting but had advised that he had nothing to report.

11. NEIGHBOURHOOD DEVELOPMENT PLAN WORKING GROUP
The Clerk presented his report, a copy of which is appended to these minutes. It was noted that the next meeting of the group was due to take place on 22nd January.
RESOLVED:
1. To note and accept the content of the report on the NDP Working Group and the minutes of the meetings held on 13th November 2019, 10th December 2019 and 8th January 2020.
 2. That Cllr Mrs J Thomas would inform the Group that it was in order for the Clerk's telephone number to be used on the website as the contact for the Parish Council and that, if required, the Chairman has an extensive collection of pictures of Stithians.
 3. That Cllr Mrs J Thomas request that the Chairman be informed of the website address so that a link can be placed on the Council's website.
- Proposed by Cllr Mrs J Thomas, seconded by Cllr W Thomas and carried unanimously.*
MINUTE 04/01/20
12. CLERK'S REPORTS
- 12.1 *Council's Current Financial Position:*
- 12.1.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 12.1.2 **RESOLVED to note the Council's current financial position.**
Proposed by Cllr W Thomas, seconded by Cllr Iles and carried unanimously.
MINUTE 05/01/20
- 12.2 *Appointment of Councillor to check Financial Transactions:*
- 12.2.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 12.2.2 **RESOLVED to agree that Councillor Mrs Rita Wood be appointed to check the Council's financial transactions and to authorise the Clerk to make the necessary arrangements.**
Proposed by Cllr W Thomas, seconded by Cllr Iles and carried unanimously.
MINUTE 06/01/20
- 12.3 *Playing Field Equipment Appeal:*
- 12.3.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 12.3.2 **RESOLVED to note that the Playing Field Equipment Appeal currently stands at £3,827.43.**
Proposed by Cllr Mrs Kavanagh, seconded by Cllr W Thomas and carried unanimously.
MINUTE 07/01/20
- 12.4 *Community Fund:*
- 12.4.1 The Clerk presented his report, a copy of which is attached to these minutes..
- 12.4.2 **RESOLVED to note that the Community Fund currently stands at £424.42.**
Proposed by Cllr Mrs Kavanagh, seconded by Cllr W Thomas and carried unanimously.
MINUTE 08/01/20
- 12.5 *Glebe Committee:*
- 12.5.1 The Clerk presented his report, a copy of which is attached to these minutes.

12.5.2 Members expressed their disappointment at the rather negative response from the Glebe Committee

12.5.3 **RESOLVED:**

1. To note and approve the content of the report.
2. Not to pursue the purchase of either the new playing field or that part of it lying within the Bowling Green because of the cost involved.
3. To seek a further lease from the Glebe for the new playing field commencing in 2027 for a period of 30 years.

Proposed by the Chairman, seconded by Cllr W Thomas and carried unanimously.

MINUTE 09/01/20

Stuart Watt and Cllr Bunclark left the meeting at this point at 20.10.

12.6 *75th Anniversary of VE Day:*

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

12.6.2 **RESOLVED:**

1. To note and approve the content of the report in respect of the VE Day 75th Anniversary.
2. That the PC take the lead, through Cllrs Mrs Sylvester and W Thomas, in organising VE Day 75th Celebrations on Sunday 10th May.
3. To enlist the help of Jane Le Page and the RBL in organising the event.
4. To purchase a wreath for laying by the Chairman at the war memorial on Friday 8th May.

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

MINUTE 10/01/20

13 PLANNING

13.1 *Notification of Planning Decisions Received:*

The Clerk drew the meeting's attention to the table of planning decisions, a copy of which is appended to these minutes and advised of the decisions made in respect of the two applications highlighted therein.

This information was duly noted.

13.2 *Notification of Planning Decisions received after publication of the agenda:*

13.2.1 The Clerk advised that, since the publication of the agenda, he had not been informed of any further planning decisions.

13.2.2 He did inform Members, however, that he had been informed that the Case Officer was minded to recommend refusal of PA19/10350, a new dwelling at Capensis, Tresevern Croft, which the PC had supported with conditions relating to drainage. It was the Case Officer's view that, although this application was for a smaller dwelling than originally proposed, which was not supported by the PC and was subsequently refused, it still constituted over-development. The Clerk advised that, as the PC had not supported the first application because it was considered to be over-development, he had, under the Planning Protocol, informed the Officer that the PC agreed with his decision

This information was duly noted.

- 13.3 *Planning Applications Received:*
- 13.3(a) *PA19/10664 – Mr & Mrs Whitlock – Extension to dwelling – 8 Collins Parc.*
- 13.3(a).1 Cllr Mrs Kavanagh presented her report, a copy of which is attached to these minutes.
- 13.3(a).2 **RESOLVED to support the application.**
Proposed by Cllr Mrs Kavanagh, seconded by Cllr Iles and carried unanimously.
MINUTE 11/01/20
- 13.3(b) *PA19/10520 – Mr R Iles – CoL for existing caravan in use as residential dwelling – Land SW of Durian House, Trevaes.*
- 13.3(b).1 As he was the applicant, Cllr Iles left the meeting during consideration of this item.
- 13.3(b).2 Cllr Mrs Kavanagh presented her report, a copy of which is attached to these minutes.
- 13.3(b).3 **RESOLVED to support the application.**
Proposed by Cllr Mrs Kavanagh, seconded by Cllr Whitbread-Jordan and carried unanimously.
MINUTE 12/01/20
- Jon Goddard left the meeting at this point at 20.25.
- 13.3(c) *PA19/05448 – Mr & Mrs Ferris – Change of use of redundant café to dwelling – Struthal Farm, Herniss.*
- 13.3(c).1 Cllr Mrs Kavanagh presented her report, a copy of which is attached to these minutes.
- 13.3(c).2 **RESOLVED to support the application.**
Proposed by Cllr Mrs Kavanagh, seconded by Cllr Iles and carried unanimously by those who voted. Cllr W Thomas declared an interest and neither took part in the debate nor voted on the proposal.
MINUTE 13/01/20
- 13.3(d) *PA19/10387 – Mr M Hemsworth – Modification of existing dwelling and conversion of barn to form extension to the property – Penhalurick Barton.*
- 13.3(d).1 Cllr Mrs Kavanagh presented her report, a copy of which is attached to these minutes.
- 13.3(d).2 **RESOLVED to support the application.**
Proposed by Cllr Mrs Kavanagh, seconded by Cllr Mrs J Thomas and carried unanimously.
MINUTE 14/01/20
- 13.4 *Planning Applications Received after publication of the Agenda:*
The Clerk advised that no applications had been received after publication of the agenda.
- 13.5 *Procedure for Planning Site Visits:*
- 13.5.1 The Clerk presented his report, a copy of which is appended to these minutes
- 13.5.2 **RESOLVED to note and accept the content of the report and agree the procedure contained therein.**
Proposed by the Chairman, seconded by Cllr Mrs Wood and carried unanimously.
MINUTE 15/01/20

- 14 LICENSING
- 14.1 *Licensing Applications:*
- 14.1.1 Members considered the Clerk's report, a copy of which is appended to these minutes.
- 14.1.2 **This was duly noted**
- 15 ENVIRONMENTAL MANAGEMENT CONTRACT
- 15.1 *Progress Meeting Held on 13th January 2020:*
- 15.1.1 The Clerk presented his report, a copy of which is appended to these minutes.
- 15.1.2 **RESOLVED:**
1. To note and agree the content of both the report and the notes of the Environmental Management Contract Progress Meeting held on 13th January 2020 and the actions contained therein with particular reference to any financial implications.
 2. To agree to any expenditure incurred by Tyrone Martin in removing a blockage in a drain to the rear of the toilet.
- Proposed by Cllr Mrs J Thomas, seconded by Cllr Whitbread-Jordan and carried unanimously.***
- MINUTE 16/01/20**
- 16 MEADOWSIDE CEMETERY
- 16.1.1 There was no written report, but Members discussed an e-mail received by the Chairman from Kim Hill who's property backs onto the cemetery.
- 16.1.2 **The Chairman agreed to reassure Mrs Hill that the planting which had taken place in the landscaped area to the rear of her property-would not adversely affect her property.**
- 17 FOOTPATHS, HIGHWAYS & ENVIRONMENT PORTFOLIO
- 17.1 *Environment Portfolio Holder's Report:*
- 17.1.1 Cllr Mrs J Thomas, the Portfolio Holder, presented her report, a copy of which is attached to these minutes.
- 17.1.2 The Chairman advised that he was in the process of checking the footpath anomalies.
- 17.1.3 **RESOLVED to note and approve the content of the Environment Portfolio Holder's report.**
- Proposed by Cllr Mrs J Thomas, seconded by Cllr Jones and carried unanimously.***
- MINUTE 17/01/20**
- 17.2 *Refurbishment of War Memorial:*
- 17.2.1 The Chairman presented his report a copy of which is attached to these minutes.
- 17.2.2 **RESOLVED to note and approve the content of the report on the refurbishment of the war memorial.**
- Proposed by Cllr W Thomas, seconded by Cllr Jones and carried unanimously.***
- MINUTE 18/01/20**
- 17.3 *Longdowns Central Refuge:*
- 17.3.1 This matter was discussed with Cllr John Thomas when he presented his report earlier in the meeting.

- 17.4 *Speed Monitoring:*
- 17.4.1 The Clerk presented his report, a copy of which is appended to these minutes.
- 17.4.2 **RESOLVED to note and approve the content of the report on speed monitoring.**
Proposed by Cllr Mrs Kavanagh, seconded by Cllr Jones and carried unanimously.
MINUTE 19/01/20
- 17.5 *Longdowns Bus Shelters:*
- 17.5.1 The Clerk presented his report, a copy of which is appended to these minutes.
- 17.5.2 **RESOLVED to note and approve the content of the report on the Longdowns Bus Shelters.**
Proposed by Cllr Mrs Kavanagh, seconded by Cllr Jones and carried unanimously.
MINUTE 20/01/20
- 17.6 *Trees in Haverigg Cemetery:*
- 17.6.1 The Clerk presented his report, a copy of which is appended to these minutes.
- 17.6.2 **RESOLVED to note and approve the content of the report and to ask the PCC to address the matter of the future safety of the trees in Haverigg Cemetery.**
Proposed by Cllr W Thomas, seconded by Cllr Jones and carried unanimously.
MINUTE 21/01/20
- Mr & Mrs Bell, Councillor John Thomas and Brian Piper left the meeting at this point at 20.45.
- 18 **PLAYING FIELD PORTFOLIO**
- 18.1 *Playing Field Management:*
- 18.1.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 18.1.2 Members discussed the various matters outlined in the report.
- 18.1.3 **RESOLVED:**
1. **To note and agree the content of the report on Playing Field Management.**
 2. **To agree that Tyrone should purchase, paint and erect five oil drum litter bins in the playing field, after which the scouts etc. could be invited to paint them using their own materials under the supervision of appropriate Leaders.**
- Proposed by Cllr Whitbread-Jordan, seconded by Cllr Jones and carried unanimously.***
MINUTE 22/01/20
- 18.2 *Pavilion:*
- 18.2.1 The Clerk presented his report, a copy of which is attached to these minutes.
- 18.2.2 Members discussed alternatives for a replacement pavilion
- RESOLVED:**
1. **To note and agree the content of the report on the pavilion.**
 2. **That Cllr Iles report to the next meeting with possibilities for the use of portable buildings/storage containers.**

3. That the Chairman contact the Rugby Club for their views on a replacement pavilion and Roger Hocking to ascertain what ideas he might have for a replacement pavilion.

Proposed by the Chairman, seconded by Cllr Iles and carried unanimously.

MINUTE 23/01/20

18.3 *Zip Wire:*

The Clerk presented his report, a copy of which is attached to these minutes. He advised that Mr Zip Wire had carried out the remedial works.

This information was duly noted.

18.4 *Replacement of Sky Saw:*

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

The content was duly noted.

18.5 *Outdoor Fitness:*

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

18.5.2 Members discussed the comments made by Jon Goddard earlier in the meeting.

18.5.3 **It was agreed by consensus that the Clerk would present a further report to the next meeting following information received from Jon Goddard.**

18.6 *Resurfacing of Car Park:*

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

18.6.2 **It was agreed by consensus that Cllr Iles would investigate other alternatives with a view to reporting to the next meeting.**

18.7 *Tennis Court:*

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

18.7.2 He advised that the Institute Trustees were not willing to pay of new fencing as they did not consider that it had enough use.

18.7.3 **It was agreed by consensus to defer the matter to a future meeting.**

19 CONSULTATIONS

None.

20 PUBLIC RELATIONS

Nothing to report.

21 REPORTS OF COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

21.1 *MVRG – Meeting held on 14th November 2019:*

The Clerk presented the notes of the meeting

The notes were duly noted.

21.2 *Stithians Centre Management Committee:*

Nothing of concern to the PC to report.

22 CORRESPONDENCE

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

22.2 He also presented his report on correspondence received after publication of the agenda, a copy of which is also appended to these minutes.

He also referred to an e-mail from St Gluvias PC which he had received too late to be included in a report.

RESOLVED:

1. To note receipt from Cornwall Citizens Advice of their Winter 2019/20 Newsletter.
2. That the Chairman and Cllr Mrs Sylvester would attend a course on Fundraising on 4th February 2020.
3. That the Chairman would prepare a report on Cornwall Council's consultation on their Draft Cornwall Design Guide and Draft Streetscape Design Guide for consideration at the next meeting.
4. Not to make a donation to Tanya's Courage Trust.
5. To note the information provided by South West Water on their investigation work into the sewer through Stithians.
6. That the Clerk make suitable arrangements for him, the Chairman and Vice Chair to meet representatives of St Gluvias PC to discuss possible improvements to the access to Kennall Woods.

Proposed by the Chairman, seconded by Cllr Mrs Sylvester and carried unanimously.

MINUTE 24/01/20

23 URGENT ITEMS

There were no urgent items for consideration at this point on the agenda.

24 AUTHORISING OF PAYMENTS

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

24.2 He also presented his report on invoices received since the publication of the agenda, a copy of which is also attached to these minutes.

24.3 **RESOLVED to approve payment of the sums shown in the reports totalling £5,779.85.**

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

MINUTE 25/01/20

25 ITEMS FOR NEXT MEETING

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

- Outdoor Fitness Equipment – Clerk/Jon Goddard to report.
- Cornwall Council's consultation on their Draft Cornwall Design Guide and Draft Streetscape Design Guide – Chairman to report.

26 DATE OF NEXT MEETING

It was agreed that the next Council Meeting would take place on Tuesday 18th February at 7pm in the Stithians Centre.

27 CONFIDENTIAL ITEMS

The Chair proposed, seconded by the Vice Chair, that the Press and Public be excluded from the meeting at this point (22.00) on the grounds that there was likely to be a disclosure to the public of exempt information of at least one of the following descriptions:

- Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- Information which reveals that either Cornwall Council or Stithians Parish Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person or to make an order or direction under any enactment.
- Personal matters relating to a member of staff.

- Confidential matters relating to a local business.

This was unanimously agreed without a vote.

27.1 *Planning Enforcement:*

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

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

Proposed by Cllr Jones, seconded by Cllr Mrs Kavanagh and carried unanimously.

MINUTE 26/01/20

27.2 *Co-option of New Member:*

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

27.2.2 The Chairman declared an interest as he was currently working with Mr Watt on a personal project. He therefore neither took part in the debate nor voted on the proposal.

27.2.3 Cllr Iles declared an interest as he worked with Mr Watt's wife and had also worked with Mr Watt. He therefore neither took part in the debate nor voted on the proposal.

27.2.4 **RESOLVED to co-opt Stuart Watt to the Parish Council.**

Proposed by Cllr W Thomas, seconded by Cllr Jones and carried unanimously by those who voted.

MINUTE 27/01/20

The Meeting closed at 22.10.

Signed as a true and accurate record of the proceedings.

..... Chairman

Date:.....