MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL HELD IN THE STITHIANS CENTRE ON TUESDAY 15th JANUARY 2019 COMMENCING AT 7.00pm

ATTENDANCE:

Councillors present were:
Cllr P Blease (Chair), Cllr Mrs V Kavanagh, Cllr Mrs J Thomas, Cllr W Thomas, Cllr R Iles, Cllr A Bunclark, Cllr Mrs R Wood, Cllr Mrs C Sylvester and Cllr H Jones.

The Clerk was also present.

Members of the public present were Mr RM Williams, Vicki Spooner (SEG), Brian & Connie Piper (SEG) and James Standley (SEG) to the points mentioned.

1. APOLOGIES
Apologies were received and accepted from Cllr J Burley and Cllr M Whitbread-Jordan who were both ill. Apologies were also received from Cornwall Councillor John Thomas.

2. URGENT ITEMS
The clerk advised that there were no urgent items but there was one late planning application to be discussed under Agenda item 13.4.

3. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION

3.1 The Chairman advised that, although he had been present at the meeting of the Stithians Energy Group when the motion to be discussed under Agenda item 9.1 was prepared, he had taken no part in its formulation and would be participating in the4 debate in his capacity as a parish Councillor.

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 2018 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 12th December 2018 as a true record of the proceedings.**
Proposed by Cllr Mrs R Wood, seconded by Cllr Iles and carried unanimously by those who voted. As they had not been present at the meeting, Cllrs Blease, Jones and W Thomas did not vote.
MINUTE 01/01/19
Cllr Mrs J Thomas, who had chaired the meeting, duly signed the minutes as a true record of the proceedings.

5 MATTERS ARISING FROM THE MINUTES OF THE DECEMBER 2018 COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA

5.1 There were no matters arising

6 CORNWALL COUNCILLOR JOHN THOMAS

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

6.2 The Clerk read to the meeting a text from Cllr Thomas received at 12.49 on the day of the meeting which advised that he would be meeting with officers of Cornwall Council's Planning Department to discuss various

issues along with the promise of a more in-depth report "soon".

The content of the text was duly noted.

Members were concerned at the lack of progress as regards "Twenty is Plenty" and Community Speedwatch.

The Chairman advised of the possibility at some point in the future of jointly purchasing with Lanner PC moveable speed warning signs.

7. POLICE & NHW

7.1 There was no written report, but the Chairman advised of two sheep-worrying incidents at Carnsiddia and Foundry and the theft of farm gates from Tregonning Road.

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

8 PUBLIC PARTICIPATION

8.1 Mr Williams was concerned about the Planning Application for converting a piggery at Whitehouse Farm, Longdowns into a dwelling (PA18/10814) which had been supported at the December meeting.

8.2 He advised that he had not been informed of the application in time for him to attend the December meeting and that, contrary to what was stated in the report to that meeting, his property would be overlooked by the new dwelling.

8.3 Cllr Mrs Kavanagh explained that the application was linked to the application for an agricultural building (PA18/11781) to be discussed later in the meeting.

8.4 Mr Williams advised that he had been informed by Cornwall Council that PA18/10814 had been withdrawn but was likely to be amended and resubmitted.

There being no other matters raised under Public Participation, the Chairman re-opened the meeting at 19.25.

9. STITHIANS ENERGY GROUP

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

9.1.2 **RESOLVED:**

1. To declare a 'climate emergency';

2. To pledge to work towards making Stithians Parish carbon neutral by 2030, taking into account both production and consumption emissions;

3. To call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible;

4. To work with government to determine and implement best practice methods to limit Global Warming to less than 1.5ºC;

5. To continue to work with partners across the parish of Stithians to deliver this new goal through all relevant strategies and plans;

6. To prepare, in conjunction with SEG, a report within 6 months stating the actions Stithians Parish Council will take to address this emergency.

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

MINUTE 02/01/19

All Members of SEG left the meeting at this point at 19.55.

10. TRANSPORT

10.1 *Transport Representative's Report:*

10.1.1 Rod Davis, the Council's Transport Representative, was not present at the meeting and had not been in contact with either the Clerk or the Chairman.

11. NEIGHBOURHOOD DEVELOPMENT PLAN WORKING GROUP

11.1 Members were concerned that there had been no meeting of the Group since November and that matters appeared to be stagnating.

11.2 **RESOLVED that the Clerk write to the Chair of the Group expressing concern at the lack of progress and asking when work on the preparation of the Plan was likely to recommence.**
Proposed by the Chairman, seconded by Cllr Mrs C Sylvester and carried unanimously.
MINUTE 03/01/19

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 Jones and carried unanimously.
MINUTE 04/01/19

12.2 *2019/20 Final Budget:*

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

12.2.2 **RESOLVED to accept the Final Budget for 2019/20 as presented to the meeting.**
Proposed by Cllr Jones, seconded by Cllr Mrs J Tomas and carried unanimously.
MINUTE 05/01/19

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 He advised that he had received an offer of an unused Wicksteed Cradle Swing and had explained that the area had already been designed, costed and approved. He had suggested, however, that the person offering the swing should contact Wicksteed to see if it could be accommodated within the scheme.

12.3.3 **RESOLVED:**

1. **To note the offer of a swing and to note that the Appeal currently stands at £225.**
2. **To republicise the Appeal.**
3. **That Cllr Mrs Kavanagh contact Diane Bell to discuss how to acknowledge the contribution of funds from the old youth club.**

Proposed by the Chairman, seconded by Cllr Jones and carried unanimously.
MINUTE 06/01/19

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 £593.85.**

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

MINUTE 07/01/19

12.5 *Environmental Management Contract (EMC):*

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

12.5.2 **RESOLVED:**

1. **To approve the various elements of the Environmental Management Contract as presented to the meeting and to let it to Tyrone Martin to take effect from 1st April 2019.**
2. **To agree to replace the current Playing Field Progress meetings held on the second Monday of the month with EMC Progress Meetings attended by the Contractor, the Clerk, the Playing Field Portfolio Holder and the Environment Portfolio Holder.**

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

MINUTE 08/01/19

12.6 *Toilet Cleaning & Litter Picking Contract:*

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

12.6.2 There was discussion as to the best way of obtaining materials etc after the closure of PA Phillips.

12.6.3 **RESOLVED:**

1. **To approve the contracts for Litter Picking and Toilet Cleaning as presented to the meeting suitably amended to reflect the second part of this resolution and to let them to Michael White for a further three years at the same rate as previously but adjusted by the appropriate CPI.**
2. **To amend the contracts for toilet cleaning and litter picking to reflect the fact that the Environmental Management Contractor will check the stocks for these two contracts and replenish as necessary.**
3. **To issue Tyrone Martin with keys for both the toilet and the toilet store.**
4. **To amend the EMC to reflect the fact that the contractor will be responsible for checking and replenishing as necessary, stock held for the toilet cleaning and litter picking contracts.**
5. **To agree to make the necessary arrangements for Tyrone Martin to have a debit card for the Council's bank account to facilitate his obtaining supplies and materials for both the EMC and toilet cleaning and litter picking contracts.**

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

MINUTE 09/01/19

13 PLANNING

13.1 *Notification of Planning Decisions Received:*
The Clerk drew the meeting's attention to the table of planning decisions, a copy of which is appended to these minutes and advised of the decisions made in respect of the six applications highlighted therein.
This information was duly noted.

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

13.2.1 The Clerk advised that since the publication of the agenda he had not been informed of any further planning decisions.
This information was duly noted.

13.3 *Planning Applications Received:*

13.3(a) *PA18/11355 – Mr & Mrs G Wilkes – Demolition of existing barn, removal of static home and construction of new house – Beechwood Farm, Pelean Cross:*

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 with the proviso that the visibility splays at the entrance are improved.**
Proposed by Cllr W Thomas, seconded by Cllr Mrs Kavanagh and carried unanimously.
MINUTE 10/01/19

13.3(b) *PA18/11713 – Mr A Conner – Two Storey Kitchen & Bedroom Extension – Koth an Skiber, Tremenhere Farm:*

13.3(b).1 Cllr Mrs Kavanagh presented her report, a copy of which is attached to these minutes.

13.3(b).2 **RESOLVED to support the application.**
Proposed by Cllr W Thomas, seconded by Cllr Mrs J Thomas and carried unanimously.
MINUTE 11/01/19

13.3(c) *PA18/12062 – Mr D Hillier – Reinstatement of conservation maintenance hatch access to roof – Tretheague House:*

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 W Thomas, seconded by Cllr Jones and carried unanimously.
MINUTE 12/01/19

13.3(d) *PA18/11781 – Mr F Lavers – Erection of new agricultural building – Whitehouse Farm, Longdowns:*

13.3(d).1 Cllr Mrs Kavanagh explained that she had been unable to produce a written report because of the lack of information available either in the application or from the Agent.

13.3(d).2 The matter had been touched upon in the public part of the meeting and Members took cognisance of the comments made therein.

13.3(d).3 **RESOLVED:**
NOT to support the application for the following reasons;
1. There is no information concerning the size of the holding to be able to know whether it justifies a building of this size and, despite

efforts to contact him, no information from the Agent. From the drawings, it appears that the holding is of insufficient size to warrant a building of this size.
2. The piggery is currently used for storage and the reason for this application is the fact that it is proposed to convert the piggery to a house. This application has now been withdrawn, so the new agricultural building is not necessary.
3. The building is sited at the end of a new driveway which splits the field, thus affecting the use of the field. If approved, it should be sited nearer to the road.
Proposed by Cllr Mrs J Thomas, seconded by Cllr Mrs Kavanagh and carried unanimously.
MINUTE 13/01/19

Mr R Williams left the meeting at this point at 20.30.

13.3(e) *PA18/11923 – Mrs V Prior Certificate of Lawfulness for continued use of land as domestic Garden – Carnmeor Cottage, Carn:*

13.3(e).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 W Thomas, seconded by Cllr Jones and carried unanimously.
MINUTE 14/01/19

13.3(f) *PA18/11021 – Miss S Joyce – Retrospective: Use of Six Polytunnels – OS Field 0048, Tremenhere Farm:*

13.3(f).1 Cllr Mrs Kavanagh advised that there was insufficient information in the application as to the proposed use of the polytunnels.

13.3(f).2 She further advised that there was no business plan, contact details for the applicant were not available and there was no Agent.

13.3(f).3 Having spoken to the Case Officer, she had had the same concerns and had advised that a business plan was now available. The applicant was also willing for her contact details to be released to the Parish Council.

13.3(f).4 Cllr Mrs Kavanagh further advised that, because of the foregoing, the Case Officer had agreed to an extension of time for receipt of comments from the PC until after the February meeting.
This information was duly noted.

13.3(g) *PA18/11673 – Mr A Hitchens – Outline Application for one Dwelling – Land East of Green Gables, Herniss Lane:*

13.3(g).1 Cllr Mrs Kavanagh presented her report, a copy of which is attached to these minutes.

13.3(g).2 **RESOLVED to support the application.**
Proposed by Cllr Mrs Wood, seconded by Cllr Mrs Kavanagh and carried unanimously.
MINUTE 15/01/19

13.4(a) *PA18/11201 – Mr & Mrs Hawtin - Proposed new dwelling – Lanvean, East Road:*

13.4(a).1 Cllr Mrs Kavanagh presented her report, a copy of which is attached to these minutes.

13.4(a).2 There was considerable debate and the Clerk read to the meeting an objection which had been submitted by the owners of an adjacent property.

13.4(a).3 **RESOLVED NOT to support the application as it is considered to be over-development of the site.**
Proposed by the Chairman, seconded by Cllr W Thomas and carried unanimously by those who voted. Cllr Mrs Kavanagh did not vote.
MINUTE 16/01/19

All the members of the public left the meeting at this point at 20.10.

14 LICENSING

14.1 *Licensing Applications:*

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

15 NEW CEMETERY

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

15.1.2 **RESOLVED:**

1. **To note and approve the content of the report.**
2. **That the Clerk will follow up matters with Pear Technology.**
3. **To note that the work to install a post at the stile has been carried out.**
4. **That the Chairman will take the wheelie bin to the cemetery asap and secure it.**
5. **That the Chairman will contact A Hearn and the stonemason to make arrangements for the engraving of the granite.**
6. **To note that the WI seat had been delivered to the stonemason.**

Proposed by Cllr Iles, seconded by Cllr Bunclark and carried unanimously.
MINUTE 17/01/19

16 FOOTPATHS, HIGHWAYS & ENVIRONMENT PORTFOLIO

16.1 *Environment Portfolio Holder's Report:*

16.1.1 Cllr Mrs J Thomas, the Portfolio Holder, had no written report but informed the meeting that a sycamore tree in the churchyard had been cut down because of disease and that work to the ash tree in Goonlaze car park had commenced.
This information was duly noted.

16.2 *Grit Bins:*

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

16.2.2 Members advised that there was no new bin at Penhalvean and that the existing bins had not been replenished.
The Clerk advised that he would write to Cormac accordingly.

16.3 *Refurbishment of War Memorial:*

16.3.1 The Chairman advised that he was still awaiting a price from the stonemason and would follow up the matter including correcting the wrong date on the memorial.
This information was duly noted.

16.4 *Great British Spring Clean 2019:*

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

16.4.2 **RESOLVED to register on the Keep Britain Tidy website to take part in the Great British Spring Clean.**
Proposed by the Chairman, seconded by Cllr W Thomas and carried unanimously.
MINUTE 18/01/19

17 PLAYING FIELD PORTFOLIO

17.1 The Clerk presented his report, a copy of which is attached to these minutes.
Various matters were discussed.

17.1.1 **RESOLVED:**

1. **To note and agree the content of both the report and the notes of the Playing Field Progress Meeting held on 7th January 2019 and the actions contained therein with particular reference to any financial implications.**
2. **To thank Cllr W Thomas for erecting the children's goal posts in the playing field.**
3. **To note that the Clerk intends to raise the matter of the security in the ground of new goal posts with the Inspector when she carries out the Annual Inspection in April.**
4. **To obtain quotations for blocking up the pedestrian access between the two playing fields adjacent to the gateway between them.**
5. **That Cllr W Thomas would speak to Leighton Moyle about further work to trap moles in the playing field and provide the Clerk with Mr Moyle's e-mail address.**

Proposed by the Chairman, seconded by Cllr Mrs Thomas and carried unanimously.
MINUTE 19/01/19

17.2 *Revised MOU for Bowling Club:*

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

17.2.2 **RESOLVED to authorise the Chairman to sign the revised MOU between the Council and the Bowling Club as presented to the meeting.**
Proposed by the Chairman, seconded by Cllr J Thomas and carried unanimously.
MINUTE 20/01/19

17.3 *Lease of New Playing Field:*

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

17.3.2 **RESOLVED:**

1. **To note the content of the e-mail from the Glebe Agent.**
2. **To write to the Glebe Agent querying the rationale behind their valuation of the new playing field.**
3. **To obtain an independent valuation of the new playing field.**

Proposed by the Chairman, seconded by Cllr Mrs J Thomas and carried unanimously.
MINUTE 21/01/19

17.4 *Longdowns Play Area:*

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

17.4.2 **RESOLVED to take no further action as regards Longdowns Play Area until such time as the result of the Community Governance review is known.**

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

MINUTE 22/01/19

18 CONSULTATIONS

18.1 *Cornwall Council – Community Governance Reviews:*

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

18.1.1 **RESOLVED:**

1. **To inform Cornwall Council that SPC is of the opinion that that the Parish does not need a Review.**
2. **Not to even discuss Mabe PC's proposal to take over Longdowns because of their Chairman's recent actions.**
3. **To agree to the Chairman attending the CALC Conference on 16th February 2019 and to pay the £15 fee.**

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

MINUTE 23/01/19

18.2 *Rural Status Report:*

18.2.1 The Chairman presented his report, a copy of which is appended to these minutes.

18.2.2 **RESOLVED:**

1. **That, although SPC supports the principle, it is unable to contribute significantly to its preparation.**
2. **To further consider continuing membership of MVRG in six months' time.**

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

MINUTE 24/01/19

19 PUBLIC RELATIONS

19.1 The Chairman advised that, following discussions that had taken place in the meeting, he intended to publicise the following:

- Playing Field Appeal.
- Adoption of the SEG motion.
- Availability of nets for the goal posts.

20 REPORTS OF COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

20.1 *MVRG:*

Notes of the meeting held on 13th December at Frogpool were not yet available unavailable.

This information was duly noted.

20.2 *Stithians Centre Management Committee:*

Nothing of relevance to the PC but the Chairman did advise that a Business Development Committee had been set up which was looking into the creation of storage for chairs and tables by relocating the toilets and the

creation of an outside space for events.
This information was duly noted.

21 CORRESPONDENCE

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

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

21.3 **RESOLVED:**

1. **To note receipt from Cornwall Council of the December 2018 edition of their Neighbourhood Planning Newsletter E-Bulletin.**
2. **To permit the Fayre Day Committee to use the Playing Field for Stithians Fayre from Wednesday 7th August to 5pm on Tuesday 13th August and to temporarily store equipment in the pavilion for a week after the event.**
3. **To note receipt from CALC of a copy of a letter from the Police & Crime Commissioner concerning a survey about increasing the Police Precept.**

Proposed by the Chairman, seconded by Cllr W Thomas and carried unanimously.
MINUTE 25/01/19

22 URGENT ITEMS

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

23 AUTHORISING OF PAYMENTS

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

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

23.3 He advised that he had received, on the day of the meeting, notification from Fields in Trust that the subscription had increased to £65.

23.4 **RESOLVED to approve payment of the sums shown in the two reports, taking into account the increased subscription to Fields in Trust, totalling £5,456.89.**
Proposed by Cllr Mrs R Wood, seconded by Cllr Iles and carried unanimously.
MINUTE 26/01/19

24 ITEMS FOR NEXT MEETING

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

- CALC Conference, 16th February 2019 – Chairman to report.
- PA18/11021 – Two Acre Farm Polytunnels – Cllr Mrs V Kavanagh to report.

25 DATE OF NEXT MEETING

It was agreed that the next Council Meeting would take place on Tuesday 19th February 2019 at 7.00pm in the Stithians Centre.

26 CONFIDENTIAL ITEMS

The Chairman proposed, seconded by the Vice Chairman, that the Press and Public be excluded from the meeting at this point (21.55) on the grounds that there was likely to be a disclosure to the public of exempt information of at least one of the following descriptions:

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

This was unanimously agreed without a vote.

26.1 *Planning Enforcement:*

26.1.1 The content of the report was noted.

26.2 *Quotations for Work to Skateboard Ramps:*

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

26.2.1 **RESOLVED to investigate alternatives and to inform the only tenderer accordingly.**

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

MINUTE 27/01/19

26.3 *Code of Conduct Complaint:*

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

RESOLVED to send appropriate letters to Mabe Parish Councillors, the Chief Executive of CALC and the Chairman of MVRG

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

MINUTE 28/01/19

The Meeting closed at 22.20.

Signed as a true and accurate record of the proceedings.

……. Chairman

Date:……