



A-barth Onan Hag Oll! Representing One and All

REPORTS FOR JANUARY 2020 MEETING

AGENDA ITEM 9.1

This report may be seen upon application to the Clerk

AGENDA ITEM 9.3

This report may be seen upon application to the Clerk

AGENDA ITEM 11.1

Clerk's Report for Meeting to be held on 21st January 2020

NEIGHBOURHOOD DEVELOPMENT PLAN WORKING GROUP

Decision Required:

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.

Report:

Members are already aware that the application for a grant towards the cost of preparing the NDP was successful. Funding is, however, only granted to the end of the financial year and any unspent monies must be returned. An application for further funding may, however, be made in the next financial year.

It is in a separate fund as Members will observe in my financial report under Agenda Item 12.1.

A total of £1,907 was granted as follows:

Room Hire for meetings	£96
Website	£516
Advertorial	£200
Printing & Distribution	<u>£1095</u>
Total	£1907

Members approved the invoice in the sum of £516 at the December meeting.

There has been no further expenditure to date.

Hiring a room in the Stithians Centre on a day suitable for all members of the group is presently proving problematical so this money may not be spent. Meetings are presently being held in the Seven Stars.

Attached as Appendices 1,2 & 3 respectively are minutes of the meetings held on 12th November, 10th December and 8th January for Members' information

JV Calvert,

Clerk

14th January 2020

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

AGENDA ITEMS 12.1 – 12.6

Clerk's Reports for Meeting on 21st January 2020

Summary of Decisions Required:

- 1. To note the Council's current financial position.**
- 2. 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.**
- 3. To note that the Playing Field Equipment Appeal currently stands at £3,827.43.**
- 4. To note that the Community Fund currently stands at £424.42.**
- 5. To note correspondence with the Glebe Committee as reported to the meeting and to decide upon a course of action following consideration of that correspondence.**
- 6. To authorise Jane Le Page and Roger Nicholls to act on behalf of the Parish Council in forming a committee to organise appropriate activities in connection with VE Day celebrations on Sunday 10th May 2020 and to grant permission for the playing field to be used in connection therewith.**
- 7. To agree Parish Council representation on that committee.**

Report:

12.1 Council's Current Financial Position:

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 14th January 2020.

Members will note that I have created a separate reserve for the NDP Grant as detailed in my report under Agenda Item 11.1.

I do not propose to elaborate further on these Appendices but will be pleased to address any matters that Members may wish to raise at the meeting.

12.2 Appointment of Councillor to Check Financial Transactions:

Because of other commitments, Cllr Mrs Kavanagh wishes to relinquish this duty. Current signatories to the Council's bank account are myself, Cllr Blease, Cllr Mrs Kavanagh and Cllr Mrs Wood. It makes matters much easier to arrange if access to perform the checks is given to someone who is already a signatory. It cannot be the Chairman, so that leaves one other. I have asked Cllr Mrs Wood if she would be willing and she has advised me that she is.

12.3 Playing Field Equipment Appeal:

A collection at the recent Sustainable Homes event realised a total of £2, so the Fund currently stands at £3,827.43.

12.4 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 £424.42, again unchanged from last month. As reported at the July meeting, the fund will be retained for use in connection with events in 2020.

12.5 Glebe Committee:

Members agreed under Minute 08/11/19(2) to write to the Glebe Committee. A copy of that letter is attached as Appendix 1 to this report and the reply as Appendix 2.

I have to say that I find the response from the Glebe committee somewhat disappointing and it begs at least two questions:

1. Should the PC consider regularising the current anomaly whereby there is part of the bowling green which is not in the ownership of the Council? My feeling is that, bearing mind the legal fees likely to be involved, the status quo should prevail.
2. Should the PC accept the long lease in the sum of £750 offered on 27th November 2018? This would be subject to review.

The current lease on the playing field runs until 2027 and does contain provision for rent reviews but this has never been implemented. Any grant funding application relating to the new playing field would necessitate a long lease, but it could be argued that, as any new pavilion would be constructed in the old playing field, which is owned by the PC, this is not a consideration. It may be, however, that if funding were to be applied for from Rugby England, they may require assurance that the pitch is available for some considerable time.

I shall be pleased to receive Members' further instructions on the matter after due consideration of the Glebe Committee's response.

12.6 75th Anniversary of VE Day:

Members agreed under Minute 26/11/19(1) that the Council has insufficient resources to arrange celebrations for VE Day on Friday 8th May 2020 as suggested by the Government and that the Chairman would investigate the possibility of attending functions arranged by either Falmouth or Truro Town Councils.

Since then, however, the following e-mail has been received from Roger Nicholls:

As you aware next year (2020) is the 75th anniversary of the end of WW2 and May 8th has been declared a Bank Holiday in order to commemorate the event. To this end most parish councils and communities have been asked to prepare some form of activity to commemorate the occasion.

At last week's meeting of the RBL Committee we discussed what support we could offer the SPC and a possible format for such an event. Our first concern was that the 8th May is also the date for Helston Flora Day hence would discourage some people from attending the event. We therefore propose that it might be better to hold a commemoration on Sunday 10th May. Our thoughts then focused on an event

on the Village Playing Field, which might commence with a 'Drum Head Service' similar to that we held in 2014 to mark the centenary of the beginning of WWI. Following on from the Service it was suggested we hold a 'Picnic in the Park', again this had proved to be very popular at the 'Big Thank You' in 2018. With this in mind I have already approached Stithians Band with the thoughts of music for the Service and a possible concert on the Playing Field. I have also approached John Colgate who plays in a jazz quartet as to their willingness to play at the event. I await their response early in the new year. The Scouts have also stated that they would also be keen to participate. Having the event on a Sunday would also increase the availability of The Stithians Centre should we have bad weather.

As I have previously mentioned the RBL is low in numbers and most of our members are aged so we would not be able to organise such an event ourselves, however we are more than willing to provide the SPC with what little support we can.

NB: These are only our suggestions as we do not intend interfere with any arrangements the SPC may already have in mind. Should the SPC wish to form a committee similar to that needed for the 'Picnic in the Park' then the RBL is willing to provide support.

I have also received the following from Jane Le Page:

*we are trying to organise another party in the park for 8 may VE day
can we have permission to use the playing field on this day it is proposed to have a drum head service at 12*

followed by people having their lunch on the playing field there will be a bbq organised by the scout group

*there may be other extra things organised depending on the help we receive. such as music
will we need insurance to hold this or would it be covered by the parish council as it is hoped to be a whole parish event*

we will also book the centre as a back up

She copied it to Roger Nicholls who advised her as follows:

We had an RBL Meeting just before Christmas and discussed VE day commemorations. Unfortunately the 8th May (Friday) clashes with Flora Day in Helston, which may mean that many locals would prefer to go to Flora rather than our event. In the light of this I have written to the SPC suggesting that Sunday 10th May might be a better day. My suggestion is to have a Drum Head Service followed by a 'Picnic in the Park'. Sunday also means the Stithians Centre should be more readily available should it rain etc. as I gather the Friday is booked for use in the morning.

I have also approached the Stithians Band to provide the music for a Drum Head Service and a possible Concert. John Colgate is part of a Jazz Quartet and is investigating whether they could also perform on the day.

NB: The SPC has already been advised 'by London' that they should be providing some sort of commemoration so it is really up to them to take the lead. However, I have already offered that the RBL will provide some support if needed and suggested we set up a committee as we did for the 2014 Commemorations. I await their reply after their next meeting in two weeks' time.

She agreed that Sunday 10th May would probably be a better day.

There is obviously a feeling within the community that something should be organised and, whilst it is acknowledged that the PC does not have the resources to organise an event, it is evident that Jane is willing to organise something (She even refers to "we" at this early stage!!). As has been mentioned, a committee was formed to organise the previous picnic in the park and I see no reason why this should not be the case in this instance.

I recommend that Jane be invited to form that committee along with Roger and that they be authorised to act under the auspices of the PC for insurance purposes. Obviously, permission for the use of the field would be granted.

There should, however, be at least one Councillor on that Committee

**JV Calvert,
Clerk and RFO
14th January 2020**

The Appendices to the above reports 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: PA19/10664

Proposal: Extension to dwelling

Location: 8 Collins Parc, Stithians TR3 7RB

Applicant: Mr And Mrs Whitlock

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

17/1/20

Councillors who undertook the site inspection:

Cllrs J Thomas and V Kavanagh

REPORT:

Background:

The proposal is to extend the ground floor of an end of terraced house in Collins Parc to provide more ground floor living space including a larger kitchen and utility room. This is a two storey two bedroom house but the upper floor will remain the same.

The existing side extension which is single skin will be removed and the new flat roof extension will be built on the footprint of this and extend out to the back of the existing house. The proposed extension will not impact on neighbours being single storey with the windows facing onto the road and the property's back garden.

Matters of Concern:

None

Cllr V Kavanagh

17/01/20

AGENDA ITEM 13.3(b)

Application Ref: PA19/10520

Proposal: Certificate of lawfulness for an existing static caravan in use as a residential dwelling

Location: Land South West of Durian House, Trevales, Stithians. Grid Ref 174123 / 35544

Applicant: Mr Ross Iles

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

18/1/20

Councillors who undertook the site inspection:

Cllrs R Wood and V Kavanagh

REPORT:

Background:

Cllr Wood and I visited the site and met the applicant. The caravan is sited to the front and side of the house and is not visible from the road or any near neighbours,

There has been a residential caravan on site for many years as attested by the previous owner. The affidavit states that when they bought the house in 1986 there was a residential caravan already on site and that there was still a caravan on site when the property was bought by Mr Iles in 2012.

Matters of Concern:

None

Cllr V Kavanagh

18/1/20

AGENDA ITEM 13.3(c)

Application Ref: PA19/05448

Proposal: Change of use of redundant café to dwelling

Location: Struthal Farm Access To Herniss Farm Herniss TR10 9DU

Applicant: Mr & Mrs Ferris

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

Not necessary as visited in connection with the previous application

Councillors who undertook the site inspection:

n/a

REPORT:

Background:

Cllr Mrs J Thomas and I visited the site on 10/7/19 when the original application came in. The PC had no objections and supported it.

I spoke to the agent who said that CC planning dept. were of a mind to refuse the redevelopment as it did not comply with either Local or National policy and suggested that they apply for change of use and the existing building be converted to a dwelling.

This revised application is for change of use of the redundant café building and to develop it into a 3 bedroom dwelling. There would be no change to vehicular access.

Matters of Concern:

None

Cllr V Kavanagh

14th January 2020

14/1/19

AGENDA ITEM 13.3(d)

Application Ref: PA19/10387

Proposal: Modification of existing dwelling and conversion of barn to form an extension to the property

Location: Penhalurick Barton, Penhalvean, Redruth. Grid Ref 170381 / 38137

Applicant: Mr Mark Hemsworth

Decision Required:

Members are requested to consider the following report 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:

Background:

Cllr Mrs J Thomas and I visited the site on 15/10/19 and met the applicants, Mr Hemsworth and his wife.

The report submitted to the meeting is shown below and the PC supported the application.

'The applicant is keen to keep as much of the original character and retain and restore any remaining features, for example, removing the concrete pointing on the stone and replacing it with lime mortar. He has been doing extensive research into the history of the property. As a result the main house has been stripped down to basics.

The intension is to create a modern dwelling incorporating as much of the remaining features as possible and link it via a porch to a tumbled down barn which when restored will provide the remaining accommodation.

The property has extensive views and can be seen across the valley and reservoir but by retaining the exterior character it will blend into the landscape and when complete should provide a well designed family home.

The applicant intends using the land for silage and where this is not practicable planting trees.'

I spoke to Scott Jenkins at the planning Department to ask him the difference between this new application and the previous one. He explained that on the previous paperwork the wording was: "*Modification of existing dwelling and conversion of barn to form a new dwelling*" and as they could not support a new dwelling in the countryside the wording needed to change to reflect what was actually applied for i.e. an extension to an existing building (see above) Everything else is exactly the same.

Matters of Concern:

None

Cllr V Kavanagh

16/1/19

AGENDA ITEM 13.5

Clerk's Report for Meeting to be held on 21st January 2020

PLANNING SITE VISITS

Decision Required:

To note and accept the content of the report and agree the procedure outlined therein.

Report:

In view of a recent complaint received concerning a report prepared in connection with a planning application, I feel it is necessary to regularise the current established practice as regards site visits in connection with planning applications.

It is currently normal practice for two Councillors to carry out site visits but there have been occasions where only one has been available and this can lead to problems if the content of the report prepared as a result of that site visit is disputed for any reason. I therefore recommend that the following practice be adopted in respect of site visits in connection with planning applications:

- ***ALL*** planning site visits must be carried out by at least two Councillors. Whilst it is recognised that it can be difficult to contact Agents and Applicants, every effort must be made to ensure that either the Agent or Applicant is present at the site meeting.
- Councillors carrying out the site visit will decide who should write the ensuing report, the content of which must be agreed by the other(s) who visited the site.
- There will be occasions where the Planning Portfolio Holder, usually in consultation with the Clerk, does not consider a site visit necessary. A report will, however, still be needed and will normally be prepared by the PFH but the content thereof should still be agreed by another Councillor.

This procedure will go some way to safeguarding Councillors against possible complaints.

JV Calvert,

Clerk

14th January 2020

AGENDA ITEM 14

Clerk's Report for Meeting to be held on 21st January 2020

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 13th January 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

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-trading/sex-shops-licence/sex-establishments-current-licence-applications/, on 13th January and found an application dated 8th January 2020 in respect of The New Cherry in Newquay. There were no applications affecting Stithians, the list having last been updated on 8th January 2020.

JV Calvert,

Clerk

14th January 2020

AGENDA ITEM 15.1

Clerk's Report for Meeting to be held on 21st January 2020

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 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.**

15.1 Progress Meeting – 13th January:

Notes of the progress meeting held on 13th January are attached as Appendix 1 to this report. Please note that by agreeing the content of the notes of the meeting, Members are agreeing to the financial implications appertaining to them, even if they are not quantified, so if Members do not agree with any of the content, now is the time to raise the matter.

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

There is, however, one matter appertaining to the playing field (Litter Bins) arising from the notes of this meeting upon which I shall report under Agenda Item 18.

There is also one matter appertaining to the toilets, which I feel ought to be brought to Members' attention:

Kerry Goddard has reported a blocked gulley to the rear of the toilet. TM had tried rodding it but it is blocked by a tree root. It will be necessary to dig up a short length of pipe between the gulley and a manhole and will necessitate the hire of a breaker. TM was unable to quote accurately for his time so will invoice when completed. He will hire the breaker and purchase the necessary materials using the Council's debit card. I'm anticipating a total cost in the region of £400 but the final figure depends upon how long it takes and exactly what needs replacing.

JV Calvert

Clerk

14th January 2020

Appendix 1 to AGENDA ITEM 15.1

NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING HELD ON MONDAY 13th JANUARY 2020

Present:

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

(JT) Councillor Mrs J Thomas – Environment Portfolio Holder

(TM) Tyrone Martin - EMC Contractor

(JVC) John Calvert – Clerk

Colours indicate action required by that person.

Apologies:

None

In accordance with established practice, the notes of the previous meeting (in this case, 11th November 2019) 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 3rd November 2019:*

- Roundabout:
Small hole in floor. Now repaired. **TM monitoring bearings.** Repair of safety mats not urgent as there is no requirement for them to be there.
- Sky Saw:
Currently out of action. Erection of Climbing Frame due to commence on 27th January.
- Youth Shelter:
TM has painted bottom half to cover graffiti and various chips in existing paint. Can't do anything about burn marks and etching on Perspex.
- Climbing Wall:
Graffiti is on back of wall – Leave it.
- Litter Bins:
TM's quotation of £254.95 for five oil drum bins was accepted at the October PC meeting. JVC had not had time to consult Scouts etc. about painting them but there was concern over providing the necessary paint etc. Agreed that TM

should purchase, paint and erect them, after which the scouts etc. could be invited to paint them using their own materials under the supervision of appropriate Leaders.

- Sputnik:
TM has checked bearings, which are OK, but shaft is worn but not to such an extent that it is causing a problem. **TM monitoring.**
- (ii) *Matters raised on Check List dated 12th January 2020:*
 - Chain Link Fence adjacent to Ennis & Carbis:
TM to remove the projections which could cause harm.
- (iii) *Zip Wire:*
Mr Zip Wire visited on 10th January to carry out agreed remedial works. **TM** and **JVC** to assess they are correct.
- (iv) *Annual Inspection – 5th April 2019:*
Nothing of immediate concern.
TM monitoring the nuts on the underside of the seats on the large swings which will need replacing before the next inspection. Chains also showing signs of wear and most cost-effective solution may be to purchase complete seat units. **TM to investigate at the time.**
The inspector had 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. To be considered once all the other commitments permit.
- (v) *Other Matters:*
 - TM previously suggested a picnic table with a facility for a wheelchair and has given JVC a brochure.
 - TM contacts Leighton Moyle re recurrence of moles as and when necessary.
 - **TM to check** whether he has sufficient paint for any more applications to the roof of the Youth Shelter.
- (vi) *Pavilion:*
 - A further report on the future of the pavilion will be presented to the January PC meeting.
 - **TM to monitor rather than place prop under beam as agreed at site meeting.**
 - Results of asbestos surveys sent to Rugby Club & Bowling Club. Rugby Club informed that pavilion is safe to use provided that panels are not disturbed.

2. Crelow Fields Amenity Area:

- (i) *Matters Raised on Check List dated 12th January 2020:*
None.

3. Toilet:

- (i) *Matters Raised on Check List dated 12th January 2020:*
None.
- (ii) *Other Matters:*
 - Standard of cleanliness still OK.
 - TM advised that he had given M White the mesh mesh to place in the gutter to prevent leaves from lying in it.
 - JVC advised that Kerry Goddard had reported a blocked gulley. TM had tried rodding it but it is blocked by a tree root. It will be necessary to dig up a short length of pipe between the gulley and the manhole and will necessitate the hire of a breaker. TM was unable to quote accurately for his time so will invoice when

completed. He will hire the breaker and purchase the necessary materials using the Council's debit card.

4. Meadowside Cemetery:

- (i) *Matters Raised on Check List dated 12th January 2020:*
None.
- (ii) *Other Matters:*
JT advised that the replacement trees (Windbreak) had been agreed with the Gardening Club but they were yet to be planted,.

5. Longdowns:

- (i) *Matters Raised on Check List dated 12th January 2020:*
 - South Bus Shelter – in need of attention:
The offer from Truro Portable Buildings to replace both shelters free of charge as long as they can advertise on them had been accepted at the September PC Meeting. JVC advised that TPB hoped to install by the end of January.
- (ii) *Other Matters:*
None at present.

6. Public Rights of Way:

The lack of certain signposts was mentioned along with the fact that several missing ones of which CC were aware had not been replaced despite being reported several months ago. Agreed that TM would, when he starts his maintenance, prepare a list of missing signs for JVC to discuss with CC.

7. Verge Maintenance:

Nothing to report.

8. Closed Churchyard:

Nothing to report.

9. Lower Churchyard:

Nothing to report.

10. Haverigg Cemetery:

Report on trees in this cemetery, particularly the Leylandii, to be presented to January PC meeting.

11. Weed Treatment:

Nothing to report.

12. Any other Business:

- (i) *Gap Between Playing Fields:*
NFA at present
- (ii) *Speed Monitoring Sign:*
TM is moving sign every two weeks. It has been demonstrated that the batteries will not last for three weeks.
He confirmed that £50 per month was sufficient to cover his costs associated with the MSAS. JVC advised that payments would start in April
- (iii) *Tennis Court Key:*
TM advised that he had delivered a spare key to the shop.
- (iv) *Crelow Lane Bus Shelter:*

- It had been agreed previously that the PC would provide paint for TM to repaint the shelter. **To be done soon.**

Playing Field Car Park:

- (v) Potholes currently bad, making parts of it unusable. JVC advised that an alternative type of surface was to be discussed at the January PC meeting.

13. Date of next meeting:

Monday 10th February 2020 at 9am at Nutshell Cottage.

JV Calvert
Clerk
13th January 2020

AGENDA ITEM 17.1

Public Rights of Way, Highways and Environment

Report for Meeting to be held on 21st January 2020

My apologies (again) for the fact that, despite our Clerk having sent me a template from which to produce this report, somehow my computer is refusing to allow me to add to the form of that template. I do not know why, and my best and repeated efforts are failing. Therefore, I resort to presenting the report to you in this fashion. Maybe possible for John to cut and paste??? **It may, so I have!**

John, have you received the anomalies from Phil and if so are they now with Cornwall Council?
No!

Public Rights of Way:

(all in Stithians Parish are prefixed by Cornwall Council as 231)

Anomalies in Definitive Rights of Way throughout our Parish.

The Definitive Footpath map has been marked by the Chairman and myself where anomalies are perceived to exist. The Chairman has the map to check after which it will be finally marked and handed to our Clerk who will pass the information on to Countryside Access in order that our map can be updated.

There has only been one problem raised, that being on RoW 2 – Foundry to Seureah – where the high timber fence has been erected. This is an historically wet path, the condition of which has considerably worsened since the erection of this solid and high fence. The fence shades this area from any drying breeze or sunshine, and unfortunately prevents walkers from taking the opportunity to pick their way around the wettest, muddiest areas by making the field inaccessible. Even through the best of weather this path is problematic. This Council's efforts to address this problem seems to fail with the inability of Countryside Access to ensure that the owner of this land and its fence deal with her responsibilities. The condition of this path takes from many folk in the South and East part of the village the ability to shop at the Costcutter Store on foot, without a lengthy road walk, without the safety of pavements as protection from traffic.

Decision required:

That our Clerk again draw the attention of Cornwall Council and Cornwall Councillor John Thomas to this ongoing matter.

This was last reported to CC on 26th November (Ref. 101004703731)

Highways:

I have not had any specific reports of problems, but it is evident that the number of potholes around the Parish increases in number and in depth. This is, very certainly, due to the saturated land and as can be seen on dry days, the additional number of springs which have appeared. This matter can be raised with Adrian Drake when he next meets with Parish Council representatives.

Environment:

Tree Planting has taken place in various pockets of the Parish. Unfortunately, these are all in or around Stithians Village. There have been no offers of planting sites from the Longdowns area despite appeals through the media and by personal requests.

Our planting started in the **Crellow Fields Amenity Area:** where the western end of the area has been started. On reflection, the trees are placed rather more closely together than is ideal, so will be thinned, then planting completed toward the river and in its arc toward the first access slip. It is hoped that we can obtain some wildlife flower seeds to spread among them. The area towards the Foundry end is to be similarly planted, but with greater use of willow which should take some of the water from the ground and should thrive in this wet space.

The Playing Field planting opposite the Stithians Centre has been completed. There was a minor problem of a few bamboo supports and plastic guards being removed, to be left lying on site. Tyrone collected these and Brian Piper very kindly replaced them and placed a notice asking youngsters to help look after the trees in order that they give benefit to our efforts against climate change. So far there seem to have been no further incidents.

The new Playing Field and Meadowside Cemetery: it is hoped that planting will be completed by the time of the Parish Council Meeting; a short verbal report will bring the Parish Council up to date.

The Woodland Trust has informed Brian Piper that another 420 trees, this time of 'working woodland' varieties, should be delivered at the end of February/beginning of March.

Joy Thomas,

Portfolio Holder PRow, Highways and Environment

With Comments from the Clerk in Red

15th January 2020

AGENDA ITEM 17.2

War Memorial Report for Meeting on 21st January 2020

Summary of Decision Required:

To note the report.

Report:

The war memorial is a prominent feature of the parish located in front of St Stythians Church. The main structure is in good condition, but the slate name plaques need attention. The current list of names is incomplete and would benefit from tidying up whilst adding the five names that have been identified as missing.

Previously it has been agreed to renovate the War memorial as part of the "Thank You" year commemorating 100 years since the end of World War 1 (WW1). Clearly that anniversary has passed but hopefully we can complete the project this year.

We have obtained Planning Permission, after a fight, and have obtained a quote for the work from a local stonemason. An application for a £3,000 (minimum application amount) is currently being prepared for submission to the Lottery Heritage Fund. We have obtained letters of support for the project from PCC & RBL to support the application. I understand that it takes about 8 weeks for the grant applications to be processed and agreed or rejected.

**Phil Blease
Chairman**

17th January 2020

AGENDA ITEMS 17.3 – 17.6

Footpaths, Highways & Environment Portfolio

Reports for Meeting on 21st January 2020

Summary of Decisions Required (Details in report):

1. To note the information provided in the report on a Central Refuge for Longdowns.
2. To note and agree the content of the report on Speed Monitoring.
3. To note and agree the content of the report on the replacement bus shelters at Longdowns.
4. To note and agree the content of the report on the trees in Haverigg Cemetery and to ask the PCC to address the matter of the future safety of the trees in Haverigg Cemetery.

Report:

17.3 Longdowns Central Refuge:

As Members are aware, this is at the top of the Council's priority list but information from Cornwall Council as to what priority they are giving it is not easy to come by. I have therefore asked Councillor

John Thomas for his understanding of the situation and have asked him who I should contact at Cornwall Council to ascertain what priority they are giving the matter.

I hope he will be able to attend the meeting to enlighten Members.

17.4 Speed Monitoring:

As far as I am aware, all is satisfactory, and Tyrone is moving the MSAS on a regular basis.

As I reported previously, Tyrone has made no charge for the initial erection and installation of mounting brackets etc. at the various locations and has now evaluated exactly what is involved in erecting, taking down, cleaning, charging, and re-erecting it every 2 – 3 weeks. He has now confirmed that a sum of £50 per month will cover his costs which, as Members are aware, I have allowed for in the Budget for 2020/21 These payments will therefore commence in April.

17.5 Longdowns Bus Shelters:

I am informed that Truro Portable Buildings hope to erect the bus shelters this month. As Members will no doubt appreciate, they are fitting the work in with other (profitable!) commitments and they have yet to find a quiet period.

17.6 Trees in Haverigg Cemetery:

There have been two instances recently of branches and a tree coming down in Haverigg Cemetery. The latter came down on several graves, thus restricting access thereto. The maintenance of the trees themselves is the responsibility of the PCC, but Tyrone's contract (See Clause 4 of Appendix 1 to this report) contains a clause whereby he must "*remove and appropriately dispose of any fallen or overhanging branches or other vegetation which adversely affect the cemetery.*"

It is, however, unreasonable to expect him to deal with large branches or fallen trees which need cutting up in order to dispose of them without due recompense and so there is provision under clause 10 whereby he may receive payment for such work by prior arrangement. This is what has happened in respect of the two recent incidents.

Councillor Mrs J Thomas has pointed out that there are several trees in the cemetery with the potential to shed branches, particularly the Leylandii and has suggested that they should be relieved of some of the excess weight. As I have already stated, this is not something for which the Parish Council is responsible and, if Members feel that it is something which should at least be considered, then it will need to be addressed by the PCC and I suggest that the matter should be brought to their attention.

JV Calvert,

Clerk

14th January 2020

Appendix 1 to AGENDA ITEM 17.6

WORK SPECIFICATION H

MAINTENANCE OF NEW CEMETERY NEXT TO CRICKET FIELD AT HAVERIGG, STITHIANS

- 1 Trim hedges surrounding the New Cemetery at least once annually but frequently enough to ensure that vegetation does not impinge upon the churchyard.
- 2 Cut the grass throughout the New Cemetery as and when required so as to maintain a height of no greater than two inches throughout the year.
- 3 Trim grass around gravestones as and when necessary.
- 4 Remove and appropriately dispose of any fallen or overhanging branches or other vegetation which adversely affect the cemetery.
- 5 Clear litter, trim the pathway edges and weed as and when necessary throughout the cemetery.
- 6 Change liners in litter bins as and when necessary and put full bags out for disposal. Obtain and sign for supplies of bin bags from the Council's nominated supplier as often as required for continuity of supply
- 7 Ensure that the slope at the entrance to the New Cemetery is kept clear of silt, moss, leaves etc. to enable safe access at all times as far as is possible.
- 8 Dispose of trimmings, weeds etc on compost heap in the New Churchyard.
- 9 The Contractor is expected to ***PROMPTLY*** notify the Council of any deficiencies, defects, hazards or other relevant issues arising at the New Churchyard.
- 10 The contractor is expected to respond to *ad hoc* requests from the Council with regard to problems relating to the New Cemetery, e.g. fallen tree, fly tipping etc. and may, subject to prior agreement, receive extra payment for such works.
- 11 The General Terms and Conditions apply to this Specification.

JV Calvert
Clerk to the Parish Council
January 2019

AGENDA ITEMS 18.1 – 18.7

Playing Field Portfolio

Reports for Meeting on 21st January 2020

Summary of Decision Required (Details in report):

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.
3. To note and agree the content of the report on the Pavilion and to decide upon further action following discussion at the meeting.
4. To note and agree the content of the report on the Zip Wire.
5. To note and agree the content of the report on the erection of a climbing frame to replace the Sky Saw.
6. To agree to the installation of the outdoor fitness equipment detailed in the report subject to the approval of the finance from the Trustees of the Stithians Institute.

7. To decide upon a suitable course of action in respect of the resurfacing of the playing field car park.
8. To authorise the Clerk to purchase a new tennis net.
9. To replace the fencing to the tennis court, subject to a contribution of £7,000 from the Institute Trustees.
10. To decide whether to adapt the tennis court as a multi-use games area and, if so, to decide which sports should be accommodated therein.

Report:

18.1 Playing Field Management:

“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.

Members will have previously approved the notes of the EMC meeting earlier in the meeting and the financial implications thereof. There is no need to duplicate the matter here.

There is one matter arising from that meeting which is worthy of specific consideration here:

Litter Bins in the Playing Field:

Members accepted, under Minute 22/10/19, Tyrone’s estimate in the sum of £254.95 for providing and fitting five oil drums suitably modified and painted complete with locks for use as litter bins. As reported to the October meeting, there will be other costs such as concrete and screws on top of this, but they are not quantifiable until the work is done and will be financed using the Council’s debit card. It is likely, however, that it will be possible to reclaim £25.83 VAT on the purchase of the drums.

It was suggested at the EMC meeting, and Members subsequently agreed, that perhaps the schoolchildren might like to paint them and put their own “slant” on them. The idea was put to the Headmaster and he could see various difficulties and suggested that perhaps the Scouts and/or Guides might like to be involved.

Discussion at the January EMC meeting centred around the logistics and, more importantly, cost of proving brushes, various colours of paint etc. It was agreed that Tyrone should purchase, paint and erect them, after which the scouts etc. could be invited to paint them using their own materials under the supervision of appropriate Leaders. I therefore seek Members’ views on this.

18.2 Pavilion:

In accordance with Minute 23/10/19(2), the asbestos surveys of both the Rugby and Bowls Pavilions were carried out and the invoice was agreed at the December meeting.

Copies of the reports have been sent to both Clubs.

Nothing of concern, other than the roof tiles was identified in the Bowls Pavilion but, as well as the roof tiles, several panels in the Rugby Pavilion were identified as containing asbestos. They do not, however, present a problem as long as they are not disturbed in any way whatsoever and the Rugby Club have been instructed to make all users of the pavilion aware of this fact. As long as this is observed, use of the pavilion can continue.

I reported previously that, in accordance with Minute 23/10/19(3), the Chairman, Vice-chair, Cllr Mrs Kavanagh and I visited Dainton Portable Buildings where we were shown two types of modular building. I think it's fair to say that we had mixed feelings as to their suitability and durability. Some were more convinced than others – no doubt they will enlarge upon this at the meeting. One thing that was evident was the fact that a building of the size that has been suggested will not be big enough to cater for thirty strapping rugby players so we would have to consider combining more than one unit – something that is completely doable but obviously at an increased price. We were promised further details and an idea of cost but at the time of writing this report, they had not materialised.

Despite a reminder, I have still not had anything from them.

Members need to consider whether they wish to pursue this option or to consider a more robust building. Either way, I feel the time has come to involve the Rugby Club in our deliberations. I therefore seek Members' further instructions in this regard.

18.3 Zip Wire:

As Members are aware, following the Inspector's visit, I have been in contact with Mr Zip Wire and he agreed to rectify the items identified by the Inspector. The work was carried out on 10th January.

18.4 Replacement of Sky Saw/Installation of Climbing Frame:

Members agreed at the November meeting to install the climbing frame favoured by the schoolchildren. A meeting took place with the supplier, Pentagon Play, on 11th December and a suitable location was agreed, as reported to the December meeting. Installation is due to commence on 27th January.

Members are already aware that the Institute Trustees have agreed to fund the whole expenditure of £6,695.

18.5 Outdoor Fitness:

Those Members who visited Frogpool last year were impressed with their outdoor fitness equipment which was supplied by Fresh Air Fitness. Having done a certain amount of research, it seems to me that they are the most competitively priced, particularly as they will supply discounted "packs" of several pieces of equipment.

I have been in contact with them and discussed what equipment would be suitable and cater for all ages.

They have suggested six pieces of equipment for the all-inclusive sum of £9,000 which are shown in Appendix 1 to this report and would provide 11 user stations.

A full range of their equipment can be found at www.freshairfitness.co.uk/our-products

As Members are aware, the Trustees of the Institute have indicated that they would look favourably upon providing finance for its installation, subject to them receiving details of the proposal and I have sent them a copy of Appendix 1.

18.6 Resurfacing of Car Park:

The condition of the surface of the playing field car park continues to deteriorate and I think Members would agree that a more durable solution is now required rather than continually placing stone in the potholes only for them to reform after only a very short time.

As Members are aware, a quotation for tarmac surfacing was obtained at the time Meadowside Cemetery car park was constructed and this was some £17,000 which was beyond the resources of the Council. The Institute Trustees have indicated that, although they would be willing to contribute, they do not feel able to pay for the surfacing in its entirety.

It has been suggested that there may be a cheaper alternative from Sustainable Parking Surfaces, details of which can be found at:

<https://www.sustainableparking.co.uk/>

Members will see from the website, however, that 1m² costs £9.95 which does not include preparation or installation. The area of the car park is some 1800m², thus making it more expensive than the quotation received for tarmac at the time Meadowside Cemetery was constructed.

I shall be pleased to receive Members' further instructions on this matter after due consideration of the report.

18.7 Tennis Court:

The poor condition of the net has been mentioned and I have ascertained that a new one can be obtained from E-Bay for less than £50. I therefore seek Members' authorisation to purchase one.

It has also been suggested that the tennis court be marked out for use for other sports, which would also necessitate the purchase of other equipment depending upon which sports are to be accommodated. I seek Members' further instructions on this matter as to what sports they would like to see it used for.

Before that is done, however, I recommend that the fencing be replaced with the same type as has been used for the Bowling Green. I enquired as to the cost when the Bowling Green fence was erected and was informed that it would be around £10,000. There is currently £3,084 in the fencing fund and I have asked the Institute Trustees if they would be willing to make up the shortfall.

JV Calvert,

Clerk

15th January 2020

Appendix 1 to AGENDA ITEM 18.5



Double Air Walker



Air Skier



The Rider



Twist and Step



Seated Leg Press



Combination Pull Down & Chest Press

AGENDA ITEM 21.1

MINUTES OF MINING VILLAGES REGENERATION GROUP MEETING

Held on 14th November 2019 at Chacewater Village Hall

Present:

Fiona Barnard	Gwennap PC
Angie Beckham	Chacewater PC
Chris Bell	St Day PC
Philip Blease	Stithians PC
Charlotte Caldwell	Cornwall Council
Peter Chesworth	Chacewater PC
Richard Forrest	Gwennap PC
Rob Knill (Chairman)	Chacewater PC
Carl Martin	Carharrack PC
Simon Mould (part of time)	Cornwall Council
Ashley Wood	Lanner PC
Elaine Youlton	Lanner PC

Apologies:

Liz Allcorn	Cornwall Council
Mary Anson	Lanner PC
James Biscoe	Co-Opted Member
John Calvert	Stithians PC
Cllr Joyce Duffin	Cornwall Council
Cllr John Dyer	Cornwall Council
Steve Leech	Chacewater PC
Tim Luscombe	Lanner PC
Tony Reynolds	Carharrack PC
Cllr John Thomas	Cornwall Council

Attendees and Apologies noted as above.

Minutes of last meeting – matters arising

The revised minutes were approved as a true and accurate record.

Neighbourhoods/Public Health & Protection

RK has requested more laminated “Eyes on You” posters from Cornwall Council for wider use across Mining Villages (MV).

He also advised that he is in liaison with the Fire Service regarding a visit to the Tolvaddon Critical Control Centre (custodians of deployable CCTV) in the New Year and will contact members when a date is arranged.

CB circulated drafts of the St Day version of the “Eyes on You” posters/stickers which is about to go to the printers.

Churchyards Website

RK had distributed the email update from Streamline to all ahead of the meeting – in short, Paul Mahoney is pressing on with the site which should be ready for viewing later Dec/early 2020.

Casualty Reduction work/Speeding

The Casualty Reduction Strategy was well received, principally because it had definitive Action points. Mobile Activated Signs (MAS) working very well (CB handed out a report by way of factual evidence) and fixed Visual Activated Signs (VAS) also making a difference. However, it is important to press Highways to site them correctly in the first instance and RK questioned why local knowledge was not taken more into account with something so important.

Cornwall Council Planning Session

AW reported that the change in staffing structure in the Planning Service was showing definite signs of improved communication and understanding. There remained concerns regarding Enforcement but all acknowledged that with increased leadership (county split into two teams now!) and parallel increase in resources things could improve.

RK advised that, following Chacewater PC meeting with member of Cornwall Council's senior Planning Team, they will be forwarding them a copy of their Enforcement database for comment if/as required. A version of this approach was already adopted by most MV parishes.

Mining Trails Update

RK advised that he had received many positive comments about all Trails in the Chacewater area and had observed a definite increase in the use of electric bikes along Trails and PRow, esp along the Poldice/Devoran element of the Mining Trails portfolio.

The next Mining Trails meeting will take place at Lanner Village Hall at 2.00pm on Wed 4th Dec 2019, for which reports have been requested from each Parish on the material condition of their trail(s). A collective bid for CIL money was discussed as an option to repair aspects of the Trails and so will be raised for 4th December agenda.

RK spoke about cyclist black spots/ danger points at both Todpool and Twelveheads, which Cormac will hopefully address with re-painted/new on road red paint triangle signage. He also advised that there was a potential offer from Environment Agency (EA) staff of 2 volunteering days, which should be explored.

RK stated that the Trails leaflet has gone to print and that it would also be available in electronic format. **Action:** RK to circulate a copy.

Expanding MVRG Membership to include Portreath PC

RK reported a positive interaction with members from Portreath PC at the recent CPIR CNP, when they expressed a desire to attend the next MVRG meeting with

a view to potentially re-joining. **Action:** RK to write to the Chairman of Portreath PC, CC to send RK CM's email address.

Treasurer's Report

EY circulated the accounts, reported that she still cannot access the online bank account and so is in discussion with HSBC to resolve this matter.

It was confirmed that uncommitted funds, added to those ring-fenced, will cover the Churchyards website invoice when received.

MVRG Constitution

The departing chair is responsible for actions arising from the meeting chaired until the next meeting and liaises with incoming chair for agenda to be issued by incoming chair.

Parish Reports

Taken as read with the following additions;

Gwennap PC

Kevin Furnish has requested to brief the MVRG on aspects of the Cornwall Community Land Trust (CCLT) affecting some MV Parishes at the January meeting

Lanner PC

The PC are receiving more letters in opposition to the proposed boundary change by Redruth TC to the Community Governance Review.

Electric Vehicle (EV) charging points being pursued for use in Lanner Square and long term thinking towards a shared Community Electric Bus set up

St Day PC

Climate Change meeting on 25th Nov at the Enterprise Centre.

New surgery is shortly due for completion

Major concerns expressed regarding the United Downs Household Waste Recycling Centre (HWRC) closure – transport facts don't seem to support this need.

Action(s):

CC actioned to invite a senior officer from Cornwall Council Waste to brief at the next MVRG meeting.

CB to circulate the email again regarding the meeting he attended on this subject CC.

Stithians PC

Nothing additional to report

Chacewater PC

Chacewater hosting an Environmental "Question Time" Thurs 28th Nov (Village Hall) at which prospective parliamentary candidates will be "grilled"

Community Link Officer's Report

CC gave the following verbal update;

She thanked those who attended and supported the Community Chest Celebration event held at Stithians Church on 16th Oct. She is now looking for new venues for the 2020 event.

The Redruth Youth café Hideaway 77 officially launched on 12th Sept at 77 Fore Street in Redruth (above Warrens Bakery) visit the website at www.hideaway77.co.uk and please signpost young people there – its opening hours are Monday, Wednesday and Friday evenings 6-9pm. It is proving so popular that there will be a Saturday opening once a month also.

The Localism Summit at Wadebridge showground on 6th Nov was well received - various issues were debated that align with the MVRG aspirations.

The CPIR CN Panel (CNP) meeting on 12th Nov included an inspiring visit to Mary Anson's care home at Scorrier, Crossroads. This was followed by the main meeting at Kresen Kernow, Redruth, which provided various presentations focused on "Health of the People and the Place". The evening concluded with a tour of this fantastic new building and facility. Both meetings were very well attended with over 70 at Kresen Kernow.

The next CNP meeting takes place on 22nd Jan 2020 at Pool School Academy and the topics will include: The Family Learning Hub, Cornwall Council's budget consultation and a talk from veterans at Active Plus CIC.

A motion was proposed and agreed at the recent CPIR CNP to set up a CPIR Climate Change Action Group.

Rural Status Report (RSR) – Simon Mould, guest speaker, Cornwall Council

SM confirmed that Cornwall Council does recognise this important piece of work and will be deployed around relevant desk areas within Cornwall Council if/as required. He supports the links with the different key partner agencies and that the CLO (Charlotte Caldwell) is the link in to the Council services.

It was agreed that parishes will supply updates to the RSR to AW who will then incorporate these into the next version of the document and forward it to SM.

He explained how Towns are focusing on "Place Shaping" and agreed that many threads are applicable to other rural areas, as identified in the RSR as presented.

He is keen that we "hold the mirror up" to public sector organisations and look for a common definition and understanding of "Place". In particular, there may be conflicts between "place" and "community".

He welcomed challenge and said that there is an opportunity to lever in more resources at a CN area level.

Community Emergency Plans (CEPs) were discussed and CC stressed it was important to contact her to arrange support and templates in drafting such a valuable plan.

CB commented that 40% of our electorate live in rural areas and that the report could help similar areas in Cornwall.

Debate followed and other points identified included:

The 'Report It' tool will include logging instances of Illegal Use of PRow/Trails at some point in the New Year.

The Summit and Climate Change – funding needed to support some action.

Crowdfunder can be a useful addition to Community Chest funding, to enable it to stretch further.

Other key organisations were thought to be key to the RSR action, including LEP, Chamber, Climate Change groups

All thanked SM for his input and attendance.

Date, time and venue of next meeting

To be held at the Stithians Centre on 16th Jan 2020 2-4pm.

AGENDA ITEM 22

Clerk's Report for Meeting to be Held on 21st January 2020

Correspondence Received

SUMMARY OF DECISIONS REQUIRED (Details in Report):

- 1. To note receipt from Cornwall Citizens Advice of their Winter 2019/20 Newsletter.**

REPORT:

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

<u>Date</u>	<u>Type</u>	<u>From</u>	<u>Subject</u>	<u>Action Taken/Required</u>
08/01	E-mail	Citizens Advice Cornwall	Winter 2019/20 Newsletter	See Section 1 of Report

1. I circulated this to Members for information on 8th January.

**JV Calvert,
Clerk
15th January 2020**

AGENDA ITEM 22(A)

Clerk's Additional Report for January 2020

Correspondence Received between Report & Meeting

SUMMARY OF DECISION REQUIRED:

- 1. To decide on attendance at a course on Fundraising on 4th February 2020.**
- 2. To decide whether or not to respond to Cornwall Council's consultation on their Draft Cornwall Design Guide and Draft Streetscape Design Guide.**
- 3. To decide whether or nit to make a donation to Tanya's Courage Trust.**
- 4. To note the information provided by South West Water on their investigation work into the sewer through Stithians.**

REPORT:

The following correspondence has been received since the agenda for the meeting was circulated:

<i>Date</i>	<i>Type</i>	<i>From</i>	<i>Subject</i>	<i>Action Taken/Required</i>
16/01	<i>E-mail</i>	<i>Volunteer Cornwall</i>	<i>Fundraising Course</i>	<i>See Note 1 below</i>
20/01	<i>E-mail</i>	<i>Cornwall Council</i>	<i>Design Guides</i>	<i>See Note 2 below</i>
17/01	<i>Letter</i>	<i>Tanya's Courage Trust</i>	<i>Donation</i>	<i>See Note 3 below</i>
20/01	<i>E-mail</i>	<i>SWW</i>	<i>Update on Sewer Investigation Work</i>	<i>See Note 4 below</i>

- 1. I have received information about a course being run by Volunteer Cornwall as detailed below:*

Fundraising: Trusts and Grants - 4th February 2020 - £50 per person

This course is designed to give people an insight into using Trusts and Grants for fundraising. Within the voluntary and community sector, fundraising skills are essential to meet the demands of a changing economy and to help organisations diversify their sources of income.

The workshop will enable learners to understand how to develop and manage a successful fundraising plan with trusts and grants at the heart. The workshop will include:

- An overview of a Fundraising Strategy
- What are Trusts?
- How to fundraise from charitable Trusts and Foundations:
 - Know your charity
 - Know the need for your charity
 - Know your project
 - Know your budget
- Where to find information on the Trusts that might support your charity
- What information do Trusts need to receive to consider an application

- What Trusts do and don't like
- Stewardship of Trusts
- GDPR

<https://www.volunteercornwall.org.uk/upcomingcourses/fundraising-grants-feb20>

The course runs from 10am to 4pm at Acorn House, Truro.

2. Cornwall Council are consulting on two Design Guides: The Draft Cornwall Design Guide and the Draft Streetscape Design Guide. Once adopted, both Guides will be material considerations in the determination of planning applications.

I circulated them to Members on 20th March and the consultation period ends on 2nd March.

They are clearly important documents which will influence the planning process and contain 98 and 13 pages respectively. I ask that Members decide whether they wish to comment and, if so, who should prepare a report for the February meeting.

3. I have received the letter attached as Appendix 1 to this report and seek Members' further instructions as regards their request for a donation.

4. I have received the following update from SWW regarding their investigation work on the sewer through Stithians:

Golden Lion Inn

As you are aware, our investigation into the infiltration being undertaken by our contractors Glanville's started in December 2019. We are expecting the results of their investigation by the end of January/early February which should give us a better idea of what our long-term plan for the area will need to be. In the meantime, we will be looking at what short term solutions we could put in place to alleviate flooding.

Hendra Road (Mabel and Hendra Cottages)

The potential options for Hendra Road have been discussed and are currently with Glanville's for pricing. We are in regular contact with the individual properties affected and they have a specific point of contact within South West Water.

JV Calvert

Clerk

21st January 2020

Appendix 1 may be seen upon application to the Clerk.

AGENDA ITEM 24

Authorisation of Payments – January 2020

Decisions Required:

1. To approve payment of the sums shown in the report totalling **£5,569.85** 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.

Type	Date Due	Payee	For	VAT	Total Amount	See Note
E	18/12	DG Eggins	NDP Website		516.00	1
DD	25/12	Everflow	Water – Playing Field, Toilets, Cemetery		54.04	2
Visa	30/12	Techno Tronics	Litter Pickers	1.83	10.99	3
Visa	08/01	Tool Station	Drain Rods	3.83	22.98	4
E	15/01	Clerk	January Salary		1362.54	5
E	15/01	Clerk	December Expenses (Appendix 1)		6.30	
E	22/01	HMRC	Clerk's Tax under PAYE - January		340.60	
E	22/01	M White	Toilet Cleaning - January		86.17	
E	22/01	M White	Litter Picking - January		140.50	
E	22/01	EDF Energy	Electricity Supply – Wellness Hut & Toilet	5.98	125.51	6
E	22/01	Tyrone Martin	Environmental Management Contract - January		1,683.35	7
E	22/01	SWW	Final Bill for Cemetery Water		14.76	
E	22/01	Office Smart	Laminating Pouches	1.80	10.79	
DD	01/02	Fields in Trust	Annual Subscription		50.00	
DD	14/02	PWLB	Playing Field Loan 1		1145.32	
TOTALS				£13.44	£5,569.85	

Notes:

1. This is payment for the setting up of the NDP Website and is financed from the grant received from Groundwork UK.
2. As Members are aware, water is now paid for monthly by direct debit for the Playing Field, Toilet and Cemetery.
3. Tyrone purchased these at the request of Michael White through Amazon using the Council's Visa debit Card.
4. On 7th January, Kerry Goddard reported a blocked drain behind the toilet and I asked Tyrone to investigate. He advised that he needed some drain rods. The PC does not have any and one never knows when they might be needed. In view of the price, I authorised him to purchase some. This is the payment for that purchase.
5. This payment is the Clerk's gross salary (£1,703.14) less income tax due from the Clerk under PAYE for the month of January.
6. As Members are aware, the tenant of the Wellness Hut reimburses the Council the full cost of the electricity supply and a sum of £119.53 (the cost less VAT) has already been received from Kerry Goddard.
7. As Members are aware, the Environmental Management Contractor is paid in twelve equal monthly instalments for the various elements of the contract as follows:

Element of EMC	Annual Payment	Monthly Payment
Footpath Maintenance	2,300	191.67
Verge Maintenance	1,400	116.67
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>
Total for Environment Portfolio	10,000	833.34

Playing Field Caretaker	7,400		616.67	
PF Grass Cutting	2,300		191.67	
PF Hedge Trimming	500		41.67	
Total for Playing Field Portfolio		10,200		850.01
Grand Total	<u>20,200</u>		<u>1,683.35</u>	

JV Calvert
Clerk & RFO
15th January 2020

Appendix 1 may be seen upon application to the Clerk.

AGENDA ITEM 24(A)

Additional Authorisation of Payments – January 2020

Decision Required:

Members are requested to approve the additional payments shown in the table below in the sum of £210.00.

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	21/01	<i>Tyrone Martin</i>	Removal of Sky Saw		110.00	1
E	21/01	<i>Tyrone Martin</i>	Paint lower half of Youth Shelter		35.00	2
E	21/01	<i>Tyrone Martin</i>	Remove fallen tree Haverigg Cemetery		65.00	3
Totals				£	£210.00	

Notes:

1. Tyrone's quotation for this work was accepted under Minute 10/12/19(2).
2. Tyrone's quotation for this work was accepted under Minute 23/11/19.
3. This work was carried out as a matter of urgency with my prior approval as the tree was lying across graves.

JV Calvert,
Clerk & RFO
21st January 2020.
