**MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL**

**HELD IN THE STITHIANS CENTRE ON**

**TUESDAY 19th JANUARY 2016 COMMENCING AT 7pm**

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|  | ATTENDANCE:  Councillors present were:  Cllr P Tisdale (Chair), Cllr Mrs V Kavanagh, Cllr H Jones, Cllr R Nicholls, and Cllr Mrs J Thomas.  Rod Davis and the Clerk were also present.  Members of the public present were Mr J Burley, Mr D Nightingale, Mr P Gluyas, Mr S Gluyas and four others who did not sign the attendance sheet to the points mentioned.  Karen Goloup and David Savage were also present, representing Coastline Housing. |
| 1. | APOLOGIES  Apologies were received and accepted from Cllr Mrs J Godolphin who was ill and Cllr P Blease who was on holiday.  Apologies were also received from PCSO Andy Huddlestone. |
| 2. | URGENT ITEMS  The Clerk advised that he had received no notification of any urgent items. |
| 3.  3.1  3.2 | DECLARATIONS OF INTEREST ETC.  No declarations of interest in agenda items were made.  There were no written requests for dispensation to speak at the meeting. |
| 4.1  4.1.1  4.1.2 | MINUTES OF THE DECEMBER 2015 COUNCIL MEETING  The Clerk advised that he was not aware of any suggested amendments to the Draft Minutes circulated prior to the meeting.  **RESOLVED to accept the minutes of the Council Meeting held on 9th December 2015 as a true record of the proceedings.**  ***Proposed by Cllr Mrs Kavanagh, seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 01/01/16**  The Chairman duly signed the minutes as a true record of the proceedings. |
| 5  5.1.1 | MATTERS ARISING FROM THE MINUTES OF THE DECEMBER 2015 COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA  There were no matters arising. |
| 6  6.1 | CORNWALL COUNCILLOR JOHN THOMAS  Cllr Thomas was not present at the meeting and had not been in contact. |
| 7.  7.1  7.1.1  7.2  7.2.1  7.2.2  7.2.3 | POLICE & NHW  *Police & NHW Liaison Officer:*  Cllr Blease, having given his apologies, was not present at the meeting but had advised the Clerk that there was no report for this meeting.  *Police Reports:*  Members considered the reports for December and January, copies of which are appended to these minutes.  It was noted that incidents of vandalism and abusive behaviour which had occurred at a recent meeting of the hunt and which had been reported to the Police did not appear in the report.  **RESOLVED to note the content of the reports and to ask why incidents associated with a recent meeting of the hunt did not appear in the appropriate report.**  ***Proposed by Cllr Nicholls, seconded by Cllr Jones and carried unanimously.***  **MINUTE 02/01/16** |
|  | The Chairman closed the meeting at this point at 19.05 to allow Public Participation. |
| 8.  8.1.1  8.1.2  8.1.3  8.2.1  8.3.1  8.3.2  8.3.3  8.3.4  8.3.5  8.3.6  8.3.7  8.3.8 | PUBLIC PARTICIPATION  Rod Davis was concerned over the future of the shop and the post office. He was informed that the PC was doing all it could within the limits in which it could operate to facilitate the continuation of the post office.  Denis Nightingale stated that, whilst he was whole-heartedly in favour of maintaining a post office and noted the Government’s encouragement for Councils to support post offices, he was concerned about the legality of using public money to finance a shop when there was already one in the village. He also expressed his desire for a public meeting to discuss the matter.  The Chairman assured him that public money would only be spent on converting the toilets to provide space which could be used for a Shop/post office at a commercial rent. He pointed out that the toilets were desperately in need of refurbishment if they were to remain in their present form and that providing only a unisex toilet was a way of achieving this at least cost. He further pointed out that should the post office fail, the space created could be used by the Council as either storage or an office. The only cost involved in the conversion would be for materials as labour would be provided under a training scheme.  Steve Gluyas reminded the Council of the necessity for consultation with him over water supplies in connection with the new cemetery. The Clerk advised that he was well aware of this and advised that agreement had been reached for three separate water supplies to be installed.  Karen Goloup of Coastline Housing and David Savage, their Architect advised of amendments made to their housing scheme in Hendra Road following recent consultations and answered Members’ questions in relation to school capacity, provision of accommodation whereby overnight visits could be accommodated in one-bedroom flats and disabled access.  Paul Gluyas was concerned that the development should be in keeping with the village and Mr Savage assured him that, within certain cost limitations, everything would be done to ensure that it was.  A lady asked about her eligibility for housing and was informed that, provided she had the necessary local connection, she could be considered.  Cllr Nicholls was concerned about the inference that pedestrian access to the village could be gained via the Churchyard and pointed out that this footpath was not suitable and was in any case not a public footpath. He further pointed out that no approach had been made to the PCC.  Ms Goloup advised that they were well aware of the problem and that Coastline would be considering it further.  A suggestion that the school could be accessed via the playing field at the rear had been made previously but was unsuitable on Health and Safety and Child Protection Grounds. Neither was the Glebe Committee agreeable to it in any case.  Cllr Nicholls was concerned at the possibility of Paul Gluyas using the public footpath alongside the proposed development to drive cattle to a field on the other side of Hendra Road. David Savage advised that provision had been made for this by providing a grass verge to the footpath. Mr Gluyas advised that it would be used no more than 10 times in a year and that the cattle would not damage the footpath.  Discussion also centred around speeding traffic and possible measures to address the problem, possibly by extending the 20mph speed limit.  The Chairman advised that the proposed access plan for construction traffic should be revised so that access was gained from Pelean Cross.  The Clerk advised of discrepancies between the Design and Access Statement and the Site Plan as regards types of dwellings and their location, although the overall numbers in each case were correct. |
|  | There being no other matters raised under Public Participation, the Chairman reopened the meeting at 19.35 at which point all members of the public except Messers S and P Gluyas left the meeting. |
| 9.  9.1  9.1.1 | TRANSPORT *Transport Representative’s Report:*  Rod Davis, the Transport Representative advised that he had nothing of significance to report. He advised that he was awaiting the consequence of cutbacks in expenditure by Cornwall Council and that the bus service timetable was due to change in April. |
|  | The Chairman thanked him for his continued efforts on behalf of the Council whereupon Mr Davis left the meeting at this point at 19.37. |
| 10.  10.1  10.2 | PARISH DEVELOPMENT WORKING GROUP  It was noted that no meeting had taken place.  It was agreed by consensus that a meeting would be held at 10am on Thursday 28th January at Nutshell Cottage. |
| 11.  11.1  11.1.1  11.1.2  11.1.3 | CLERK’S REPORTS  *The Council’s Current Financial Position:*  The Clerk presented his report, a copy of which is appended to these minutes.  He advised that he had received £15,000 from the operators of Pencoose Solar Farm, being the remaining 75% of the total payment to be used for the benefit of the Community.  **RESOLVED:**   1. **To note the Council’s current financial position.** 2. **That the sum of £15,000 received in respect of Pencoose Solar Farm be placed in the Pavilion Redevelopment Fund.**   ***Proposed by Cllr Nicholls, seconded by Cllr Jones and carried unanimously.***  **MINUTE 03/01/15** |
| 11.2  11.2.1 | *Stithians Post Office:*  Because it contained information relating to the financial or business affairs of a particular person, the Clerk advised that this report was exempt under paragraph 3 of Schedule 12A of the Local Government Act 1972 as amended in 2006 and would therefore be considered in the confidential part of the meeting. |
| 12  12.1  12.1.1  12.2  12.2.1 | PLANNING  *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 three applications highlighted therein.  **This information was duly noted.**  *Notification of Planning Decisions received after publication of the agenda:*  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.** |
| 12.3 | *Planning Applications Received:* |
| 12.3(a)  12.3(a).1  12.3(a).2  12.3(a).3 | *PA15/11860 – Coastline Housing – 25 Affordable rent and shared ownership dwellings – Land off Hendra Road.*  Cllr Nicholls spoke to his report, a copy of which is appended to these minutes.  There was considerable discussion over several matters including those raised in the public part of the meeting.  **RESOLVED to support the application in principle subject to the following concerns being addressed:**   1. **By the very nature of this development, there will be children who need to go to school in the village and the Council has grave concerns for their safety and indeed the safety of all pedestrians walking from the development into the village. It is suggested by the applicant that they could use the footpath through the churchyard but this is not suitable and is not a public footpath; neither has the PCC been consulted. The Parish Council will not support the application if this aspect is not addressed to their satisfaction and wishes to be involved in any discussions on this and suggests that they centre around traffic calming and the introduction of a 20mph speed limit extending from Tregynsa into Church Road as far as the public conveniences. It is acknowledged that it is impossible, given the current boundary walls, to introduce a footpath around the corner from Hendra Road into Church Road but the current situation should not be perpetuated if this development is approved.** 2. **The introduction of double yellow lines to prevent visitor parking on Hendra Road.** 3. **Revision of the access route for construction traffic whereby it accesses the site from Pelean Cross via Tubbin Hill and Seaureaugh.** 4. **Use of broad leaf trees rather than firs in the landscaping.**   ***Proposed by Cllr Nicholls, seconded by Cllr Mrs Kavanagh and carried unanimously.*** **MINUTE 04/01/16** |
| 12.3(b)  12.3(b).1  12.3(b).2 | *PA15/11900 – Mr & Mrs G Fulcher – Rear extension & loft conversion – 4 Tremall Parc.*  Cllr Nicholls presented his report, a copy of which is appended to these minutes.  **RESOLVED to support the application.**  ***Proposed by Cllr Nicholls seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 05/01/16** |
| 12.3(c)  12.3(c).1  12.3(c).2 | *PA15/11983 – Mr R Anderson – Non-material Amendment for Erection of garage instead of car port (PA15/ 04149) – Lansenwith Farm.*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED to ratify the Clerk’s action in responding to the effect that this was not considered to be a non-material amendment.**  ***Proposed by the Chairman seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 06/01/16** |
| 12.3(d)  12.3(d).1  12.3(d).2 | *PA15/12115 – Mr S Grigg – Pair of semi-detached dwellings – Land adjacent to 11 Hendra Close.*  Cllr Nicholls presented his report, a copy of which is appended to these minutes.  **RESOLVED to support the application subject to a condition whereby no vehicles associated with the property are permitted to be parked within the turning circle being applied.**  ***Proposed by Cllr Nicholls seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 07/01/16** |
| 12.3(e)  12.3(e).1  12.3(e).2 | *PA16/00089 – Ms S Woodcock – Proposed Barn Conversion – Treweege Row, Trewithen.*  Cllr Mrs Kavanagh presented her report, a copy of which is appended to these minutes.  **RESOLVED to support the application subject to a condition whereby the building is used solely for domestic purposes in association with the main property and cannot be sold separately or used as holiday accommodation being applied.**  ***Proposed by Cllr Mrs Kavanagh seconded by Cllr Mrs Thomas and carried unanimously.* MINUTE 08/01/16** |
| 12.4 | *Planning Applications Received after Publication of the Agenda:*  The Clerk advised that one application relating to Higher Trebarveth Farm had been received on the day before the meeting and was therefore too late to be considered. |
| 13  13.1  13.1.1 | LICENSING  *Licensing Applications:*  Members considered the Clerk’s report, a copy of which is appended to these minutes.  **This was duly noted.** |
| 14  14.1.1  14.1.2 | NEW CEMETERY  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED:**   1. **To note and accept the content of the report and to ratify the Clerk’s actions in transferring monies totalling £17,675 to the Council’s Solicitor so as not to delay the transfer of the land for the new cemetery.** 2. **That a meeting of the Cemetery Working Group be held at 10am on Wednesday 3rd February at 1 Goonlaze Terrace.** 3. **That the vacancy on the Group be filled by Cllr Mrs Kavanagh.**   ***Proposed by Cllr Nicholls, seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 09/01/16** |
|  | Messers Paul and Steve Gluyas left the meeting at this point at 20.20. |
| 15  15.1  15.1.1  15.1.2  15.1.3  15.1.4  15.1.5 | FOOTPATHS, HIGHWAYS & ENVIRONMENT PORTFOLIO  *Portfolio Holder’s Report:*  The Portfolio Holder, Cllr Mrs Thomas, presented her report, a copy of which is appended to these minutes.  She advised that she was drawing up a list of anomalies in the PRoW network in Stithians which needed addressing by Cornwall Council and invited Members to send her details of any of which they were aware for inclusion on the list.  The Clerk advised that he had a map and a list of anomalies that had been prepared some time ago by James Biscoe.  The Clerk advised that he had been contacted by the PRoW Maintenance Contractor, Roger Strick, who had informed him of three trees or branches thereof which had fallen and which were blocking footpaths. The Clerk had, under Financial Regulation 4.5, because of the risk to public safety, authorised Mr Strick to carry out the work in the sum of £60.  **RESOLVED:**   1. **To note and accept the content of the report.** 2. **That the Clerk circulate the map and list of footpath anomalies to all Members.** 3. **To ratify the Clerk’s action in authorising Roger Strick to remove trees or branches thereof blocking Public Rights of Way in three places in the sum of £60.**   ***Proposed by Cllr Mrs Thomas, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 10/01/16** |
| 15.2  15.2.1  15.2.2  15.2.3 | *Meeting with Cormac Area Manager on 12th January 2016:*  The Clerk presented his report along with the notes of the meeting, copies of which are appended to these minutes.  The Clerk advised that he now had a contact at Cornwall Council for the annual inspection of playground equipment.  **RESOLVED to note and accept the content of the notes of the meeting with the Cormac Area Manager held on 12th January 2016.**  ***Proposed by Cllr Mrs Thomas, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 11/01/16** |
| 15.3  15.3.1  15.3.2 | *Crellow Fields Amenity Area:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED to note and accept the content of the report concerning Crellow Fields Amenity Area.**  ***Proposed by Cllr Mrs Thomas, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 12/01/16** |
| 15.4  15.4.1  15.4.2 | *Institute Notice Board:*  The Clerk presented his report, a copy of which is appended to these minutes. The Chairman advised that the situation remained the same.  **This information was duly noted** |
| 15.5  15.5.1  15.5.2 | *Public Conveniences:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED to note and accept the content of the report concerning the Public Conveniences.**  ***Proposed by Cllr Mrs Thomas, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 13/01/16** |
| 15.6  15.6.1  15.6.2 | *Tenders for Contracts due for Renewal on 1st April 2016:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED to note and accept the content of the report concerning tenders for contracts due for renewal on 1st April 2016.**  ***Proposed by Cllr Mrs Thomas, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 13/01/16** |
| 16  16.1  16.1.1  16.1.2  16.1.3  16.1.4 | PLAYING FIELD PORTFOLIO *Notes of Playing Field Meeting held on 11th January 2016:*  The Clerk presented his report, a copy of which is appended to these minutes.  He drew Members’ attention to the last bullet point in paragraph 4 and advised that he had received a quotation from Tyrone Martin in the sum of £39.  He also drew Members’ attention to the last bullet point of paragraph 11concerning the delivery of 150 traffic cones.  **RESOLVED:**   1. **To note and agree the content of the notes of the Playing Field Progress Meeting held on 11th January 2016 and the actions contained therein with particular reference to the financial implications.** 2. **To accept the quotation from Tyrone Martin in the sum of £39 for providing and erecting three backing boards for “No Dogs” signs.**   ***Proposed by* *Cllr Nicholls, seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 14/01/16** |
| 17  17.1  17.2  17.3 | CONSULTATIONS There were no consultations for consideration at the meeting.  The Chairman informed the meeting of a forthcoming consultation from Cornwall Council on the changes to their Local Plan Submission Document.  **RESOLVED that the Chairman prepare a report on Cornwall Council’s consultation on the changes to their Local plan Submission Document for consideration at the February 2016 Parish Council meeting.**  ***Proposed by* *Cllr Mrs Kavanagh, seconded by Cllr Jones and carried unanimously.***  **MINUTE 15/01/16** |
| 18 | PUBLIC RELATIONS |
| 18.1  18.1.1  18.1.2  18.1.3 | *Christmas Decorations Competition:*  Cllr Jones presented his report, a copy of which is appended to these minutes.  He advised that, whilst there appeared to be less this year, those that were there were considerably better than last year.  **RESOLVED to note and agree the content of the report on the Christmas Decorations Competition.**  ***Proposed by* *Cllr Jones, seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 16/01/16** |
| 18.2  18.2.1  18.2.2 | *Clerk’s Report re Website Hits:*  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED to note and agree the content of the report on Website Hits.**  ***Proposed by* *Cllr Mrs Kavanagh, seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 17/01/16** |
| 19  19.1 | REPORTS OF COUNCIL REPRESENTATIVES ON OUTSIDE BODIES  *MVRG/CNA Meeting – 14th January 2016:*  The Clerk advised that he had not yet received the minutes of the meeting.  **This information was duly noted.** |
| 19.2  19.2.1  19.2.2  19.2.3 | *Stithians Centre Management Committee:*  Cllr Jones advised that there was nothing to report.  It was pointed out that the outer door was impossible to open by an unaccompanied wheelchair user.  **This information was duly noted and Cllr Jones agreed to raise the matter of disabled access to the Centre at the next Management Committee meeting.** |
| 20  20.1  20.2 | CORRESPONDENCE  The Clerk presented his report, a copy of which is appended to these minutes.  **RESOLVED:**   1. **To donate the sum of £50 to the Cornwall Air Ambulance.** 2. **To note receipt from CALC of relevant information regarding Cornwall Council’s forthcoming consultation on their Local Plan.** 3. **To note receipt from Cornwall Council of information regarding consideration of the Street Trading Review by the Licensing Act Committee.** 4. **To note receipt from Cornwall Council of a Communities & Devolution Bulletin dated 30th November 2015.** 5. **To note that 150 no waiting cones have been ordered from Cornwall Council for use at community events.** 6. **To note receipt from CALC of their December 2015 Newsletter.** 7. **To note receipt from the Police and Crime Commissioner of his Newsletter for December 2015.** 8. **To note receipt from Cornwall Council of their final scheme for the improvement of Treluswell junction.** 9. **To note receipt from Cornwall for Change of their Statement dated January 2016.**   ***Proposed by Cllr Mrs Kavanagh, seconded by Cllr Mrs Thomas and carried unanimously.***  **MINUTE 18/01/16** |
| 21 | URGENT ITEMS The Clerk advised that there were no urgent items for consideration at this point in the meeting. |
| 22  22.1  22.2  22.3  22.4 | AUTHORISING OF PAYMENTS The Clerk presented his report, a copy of which is appended to these minutes.  He also presented his report on payments resulting from invoices received since the publication of the agenda, a copy of which is appended to these minutes  He reminded Members of their agreement under Minute 18/01/16(1) to make a donation of £50 to the Cornwall Air Ambulance.  **RESOLVED to approve payment of the sums shown in the reports totalling £21,716.74 including a donation of £50 to the Cornwall Air Ambulance.**  ***Proposed by Cllr Mrs Kavanagh, seconded by Cllr Nicholls and carried unanimously.***  **MINUTE 19/01/16** |
| 23 | ITEMS FOR NEXT MEETING  The following items were identified for discussion at the February meeting:   1. Meeting of Cemetery Working Group – Clerk to report. 2. Receipt of Tenders – Clerk to report confidentially. 3. CC Consultation on the Schedule of Changes to their Local Plan Submission – Chairman to report. |
| 24 | PRESS RELEASE  No items were identified for inclusion in a Press Release. |
| 25 | DATE OF NEXT MEETING  It was agreed that the next Council Meeting would take place on Tuesday 16th February at 7 pm 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 (21.15) 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  26.1.1  26.1.2 | *Planning Compliance:*  The Clerk presented his report, which remains confidential and updated Members on some of the cases.  **RESOLVED to note the report and the updates given to the meeting.**  ***Proposed by Cllr Nicholls, seconded by Cllr Mrs Kavanagh and carried unanimously.***  **MINUTE 20/01/16** |
| 26.2  26.2.1  26.2.2  26.2.3 | *Outreach Post Office:*  The Clerk presented his report, which remains confidential.  Members discussed matters raised in the report.  **RESOLVED:**   1. **That the Clerk and Chairman ascertain exactly what the Council can and cannot do as regards providing facilities for an outreach post office.** 2. **Depending upon the outcome of 1. above, that the Clerk and Chairman take advice on possible terms of a lease for an outreach post office in the toilets.**   ***Proposed by Cllr Mrs Thomas, seconded by Cllr Jones and carried unanimously.***  **MINUTE 21/01/16** |
|  | The meeting closed at 21.50. |

Signed as a true and accurate record of the proceedings.

…………………………………………………. Chairman

Date:…………………………………………