



MINUTES

The Annual Meeting of the Parish Council was held on 29th May 2018 at 6.55pm in The Gilbert Hall Nancledra

1. PRESENT: Mr Kevin Hughes, Mr Jon Brookes, Mr David Carr, Mrs Judith Evans, Mr Geoff Hollow, Mr Leslie Hollow, Mrs Annie Philip. **IN ATTENDANCE:** Mrs Fiona Drew (Clerk), PCSO Terry Webb, Mrs Mary Shead, Vanessa Luckwell.

2. APPOINT A CHAIRMAN FOR 2018/19: Councillor Carr **proposed** Councillor Hughes be appointed Chairman. The proposal was **seconded** by Councillor Evans and **carried unanimously**.

3. APPOINT A VICE-CHAIRMAN FOR 2018/19: Councillor Philips **proposed** Councillor Evans be appointed Vice-Chairperson. The proposal was **seconded** by the Chairman and **carried unanimously**.

4. SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE: The Declaration of Acceptance of Office were signed by Councillor Hughes and Councillor Evans and witnessed by the Clerk. The Chairman then swore the Promissory Oath 1868 and congratulated Councillor Evans on her appointment as Vice-Chairperson.

5. TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY & OTHER INTERESTS, RELATING TO ANY AGENDA ITEM, AND TO DETERMINE REQUESTS FOR DISPENSATION WHERE APPLICABLE: The Chairman declared interests as the Councillor for St Ives Town Council West Ward for the Conservative Party, representing St Ives Town Council on the Coastal Communities Forum, and serving on the Grievance and Complaints Committee and the Neighbourhood Plan Steering Group, and as a Councillor of Zennor Parish Council. The Chairman also sits on a quarterly advisory group for the MP Derek Thomas and Chairs the Dark Skies Policy Group and represents all three Councils on the Police Liaison Group. Councillor Brookes is Vice-Chair of the Dark Skies Group, Chairman of Zennor Parish Council and on the Executive Committee of the Penwith Landscape Partnership.

6. PUBLIC PARTICIPATION: 3 members of the public were present. Vanessa Luckwell reminded Councillors of the various funds available for environmental projects (the Seed Corn Fund) and restoring heritage assets (the Coastal Communities Revival Fund) and agreed to send the Clerk a link to forward to all Councillors. A brief discussion took place regarding Cornwall Council's policy on disabled access regarding footpaths and beaches. Vanessa Luckwell said that there was a bid going into improve access and she would find out more and report back. Councillor Brookes reminded everyone that the policy was 'access where possible'. It was **agreed** to put this on the next agenda.

7. MINUTES OF:

a) The Meeting held on 24th April 2018: The Chairman **proposed** that the minutes, previously circulated, were a true and accurate record of this meeting. The proposal was **seconded** by the Vice-Chairperson and **carried unanimously**. **RESOLVED:** The Chairman signed the minutes.

b) The Emergency Meeting held on 2nd May 2018: The Chairman **proposed** that the minutes, previously circulated, were a true and accurate record of this meeting. The proposal was **seconded** by the Vice-Chairperson and **carried unanimously**. **RESOLVED:** The Chairman signed the minutes.

13. POLICE REPORT: PCSO Webb congratulated the Chairman and Vice-Chairperson on their appointments and said he looked forward to continuing a good working relationship with the Council and the Clerk and thanked them for all their work. Only one crime had been reported in the last period but PCSO Webb asked people to remain vigilant as often rural communities tended to be lapse about security. He then thanked Mary Shead for all her hard work with the Neighbourhood Watch, and in particular regarding scams. Mary added that if anyone receives any internet scams

please do forward to her so she can circulate them and reminded Councillors to always consider everything a possible scam until proved otherwise. She added her thanks and congratulations to PCSO Webb's and said that the NHW were grateful for the support they got from the Council.

8. MATTERS ARISING:

a) Environment Agency Response to Letter re Penderleath Farm Fires: Still no response had been received.

b) Andrew Mitchell Response to Letter re communication: The Clerk reported that she had received no response to the letter sent. Vanessa Luckwell offered to follow up with Councillor Mitchell.

9. APPOINTMENT OF COUNCIL REPRESENTATIVES TO OUTSIDE BODIES: Following discussion, where it was **agreed** it would be sensible for each representative to have a backup, it was **proposed** that the following Councillors would represent the Council on the following bodies:

a) Police Liaison Group & Councillor Advocacy Scheme: The Chairman and Vice-Chairperson.

b) Gilbert Hall Trustees: The Vice-Chairperson and Councillor Philip.

c) Community Network Panel: Councillor Philip and Councillor G Hollow.

The proposal was **carried unanimously**.

10. REVIEW OF COUNCIL POLICIES: The following policies had been forwarded to all Councillors for review prior to the meeting: Standing Orders, Financial Regulations, Broadcasting & Social Media Policies, Complaints Procedure, Equal Opportunities Policy, Privacy Policy, Privacy Notice, Publication Scheme. The Chairman asked if Councillors had any comments to make on each individual policy. The Chairman then **proposed** that the Council adopt all policies as circulated. The proposal was **seconded** by Councillor Philip and **carried unanimously**. **RESOLVED:** The Clerk to update the website accordingly.

11. DATES OF MEETINGS FOR NEXT TWELVE MONTHS: The Chairman **proposed** that meetings would continue to take place on the last Tuesday of every month at 7.00pm (except December when it would be on the 18th) in the Gilbert Hall. The proposal was **seconded** by the Vice-Chairperson and **carried unanimously**. **RESOLVED:** The Clerk to update the calendar on the website accordingly.

12. CHAIRMAN'S REPORT: The Chairman **proposed** a vote of thanks to Councillor Brookes for all his hard work over the past year as Vice-Chairman. It has been much appreciated and the Chairman hoped that the links between Zennor and Towednack would continue. The proposal was **seconded** by the Vice-Chairperson and **carried unanimously**. The Chairman had attended Zennor and St Ives May annual meeting's and confirmed the committees he had been asked to sit on (see Item no 5 above). He had also attend the Mayor Choosing in St Ives on 21st May, giving a speech as he had nominated Suzanne Tanner, followed in the evening by the Mayor's Banquet.

14. COUNCILLOR REPORTS: Councillor Philip reported back on the Community Network Panel meeting she had recently attended. Discussion took place regarding strengthening Community Networks. Information was given regarding the Community Network Highway scheme, where each network would have £50K per year for road improvement schemes; if there is something needed we would be bidding against others in the network. It was also reported that the Park & Ride Hub north car park should be open in June and the south in October.

15. PLANNING:

a) Applications: None

b) Decisions: **PA18/01813** Proposal: Construction of Pre School Building utilizing existing field access with ancillary work to include septic tank installation and car parking provision. Location: Land to West of Nancledra School, School Lane, Nancledra Applicant: Mrs M Thomas. **APPROVED**

c) Appeals: None

d) Pre-apps: PA18/00777/PREAPP Proposal: Pre application advice for new entrance door into NE elevation of main house, demolition and reconstruction of rear extension to main house, with external stair access, to form two letting rooms with their own access, installation of timber clad pre-fabricated steel garage/workshop in existing car park, installation of timber holiday log cabin in existing car park (classified as mobile home), conversion of stone barn to self-contained holiday accommodation and associated drainage services and landscaping. Location: The Wink, Giew Hill, Crippleseat, Nancledra, Penzance TR20 8NF. Applicant: Mr M Paxton. **ADVICE GIVEN.** Councillor Brookes was disappointed that the Council had advised knocking the barn down rather than converting it and said that the Council would need to look carefully at future applications and raise these points.

e) Unauthorised Planning: Following discussion, it was **agreed** that the Clerk would look into the enforcement last year regarding removal of a caravan from Giew Hill and if there was any stipulation regarding moving the boulders.

16. HIGHWAY MATTERS:

a) Highway Issues: On the road from Skillywadden to Beagletodn all the plastic bollards with reflectors on have been completely smashed and there is a ditch which is dangerous for vehicles. The drainage at Lower Amalwhidden Road was discussed as Cornwall Council have recently strimmed all around it resulting in earth stopping the water going through to the road. Councillor G Hollow also reported that a ditch at Coldharbour Corner had collapsed and need sorting out. It was **agreed** that the Clerk would report all these issues.

17. VILLAGE MATTERS:

a) Working Party report: The Clerk reported that the next Nancledra Housing Working Party meeting was on 4th June and that Mr George had said they would report back after this.

b) Car Parking by the Phone Box: This was discussed briefly but as there is no longer a car parked there it was agreed that the Council would take no further action at present but monitor the situation. The Vice-Chairperson reported that the post box had been turned around which would still cause problems if a car did park there.

c) Moving the Fingerpost: The Vice-Chairperson reported that Martin Ward had offered to put four directional finial posts around the fingerpost to help protect it. The Clerk reported that Cormac had quoted £305.84 + VAT to move it backwards. Following discussion, it was **agreed** that Councillor G Hollow would speak to Trevor & Sue Peakes who owned the land the fingerpost was on, to see if they would be happy for it to be moved. It was also **agreed** that the Clerk would speak to Iron Brothers and ask them to wait putting the fingers back on until the post had been moved.

d) Red River being choked by weeds: The Chairman reminded Councillors that it is the landowners responsibility on either side of the bank and that they should clear anything that is choking from their property to the middle of the river. Highways will only deal with primary rivers and the section in question is only a subsidiary. Following discussion, it was **agreed** that the Clerk would report the problems along Georgia Bottom to the Environment Agency as this didn't fall under any landowners' responsibility. She would also report the Japanese Knotweed on the Ludgvan side of the bridge to Cornwall Council.

18. FOOTPATH MATTERS:

a) Signage on Footpath 14: The Clerk had emailed Hamish Gordon regarding this as the signage had still not been put in place as previously agreed but had not had a reply as yet. It was **agreed** that the Clerk would follow this up.

19. CEMETERY MATTERS:

a) Land Registry Application: The Clerk reported that she had completed all the paperwork with CVC Solicitors and forwarded it to the Land Registry and was awaiting confirmation that the paperwork had been transferred into her name.

b) Church Road & the fence running along it: Councillor L Hollow reported that the fence running along Church Lane was in a poor state of repair. A discussion took place regarding who owned it. It was **agreed** that Councillor L Hollow would speak to William Ansell to try and clarify this and report back at the next meeting. The Chairman then asked Councillors what they wanted to do with the part of the Church Road they still owned. Following a long discussion looking at the options available, Councillor Carr **proposed** that Church Road should remain in the possession of the Parish Council. The proposal was **seconded** by Councillor L Hollow and **carried unanimously**. **RESOLVED:** No further action required.

c) Memorial for Mrs R Daniels: The Clerk notified the Council of the application to place a memorial for Mrs R Daniels and confirmed that the appropriate fee had been paid.

20. DARK SKIES: Nothing new to report at present.

21. FINANCIAL MATTERS:

a) Summary of Accounts: These were circulated and are attached as an Appendix to the minutes. Receipts totaling £451.40 were **approved** for payment and income of £100.00 recorded.

c) To consider adding the Fingerpost to the Asset Register: The Clerk explained that even though the Council didn't own the Fingerpost, because of the money they had spent maintaining it, it was reasonable to add to the asset register and the Council's insurance policy. Councillor Carr **proposed** adding the fingerpost to the asset register and the insurance. The proposal was **seconded** by the Vice-Chairperson and **carried unanimously**. **RESOLVED:** The Clerk to do the necessary paperwork.

b) To consider Insurance Renewal: The Clerk reported that the annual insurance was due for renewal on 1st June. She had previously circulated quotes from Zurich and Came & Co and confirmed that there was an additional premium to add all the Council's assets worth over £100. Even with the additional premium Zurich provided the best value cover. The Chairman **proposed** accepting Zurich's quotes. The proposal was **seconded** by the Vice-Chairperson and **carried unanimously**. **RESOLVED:** The Clerk to renew the insurance with Zurich adding on all assets over £100.

22. GDPR UPDATE: The Clerk reported that this had now come into force as of 25th May 2018. She would add the Privacy Policy and Privacy Notice previously circulated and agreed to the website immediately. It was **agreed** that the Vice-Chairperson would be the Councillor responsible for assisting the Clerk with GDPR checks.

23. CORRESPONDENCE:

a) Letter from Gilbert Hall Trustees: The Clerk had previously circulated this.

24. DATE OF NEXT MEETING: Tuesday 26th June 2018.

25. AGENDA ITEMS FOR NEXT MEETING: Councillors to contact the Clerk no later than Monday 18th June with items they wish to be included. Relook at size of planning of stables in one of the fields at Lower Amalwhidden. Giew Hill boulders where Caravan was removed. Review TPC & ZPC agreement re expenses.

There being no further business, the Chairman closed the meeting at 8.45pm.

Signed: _____ Chairman

Date: _____