



MINUTES

A Meeting of the Parish Council was held on 29th January 2019 at 7.00pm in The Gilbert Hall Nancledra

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

2. TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY & OTHER INTERESTS, RELATING TO ANY AGENDA ITEM, AND TO DETERMINE REQUESTS FOR DISPENSATION WHERE APPLICABLE: The Chairman is Chair of the Dark Skies Policy Group and represents the Parish Council 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.

3. PUBLIC PARTICIPATION: 4 members of the public were present. The Chairman reminded everyone of the Council's Standing Order No 2 relating to Disorderly Conduct. Steve Reynolds from Heamoor gave a brief talk about incorporating a Dark Skies policy into the Neighbourhood Plan for Penzance. The Chairman gave an update and Vanessa Luckwell confirmed that Sue James would be attending the June CNP meeting re Dark Skies. Ed Carter queried about Agenda Item 22 and the Clerk confirmed why the items following this were appropriate to be considered here. Ellen Carter reported on the Church's intention to try and improve their toilet facilities for disabled users. They are keen to work with the Parish Council to see how best to progress this, once they have further details. She reported that they were looking to do some repair work on holes in the car park which kept filling with water, and the cost to the Church. Again, they wanted to ensure they kept the Parish Council up to date with their plans. Lastly, Ellen requested on behalf of the Church, that they be able to hold an Open Air Service in Cledry Meadow on Sunday 28th July.

4. ACTION REQUIRED ON MATTERS RAISED DURING PUBLIC PARTICIPATION: It was **RESOLVED unanimously** that the Church be able to use Cledry Meadow on Sunday 28th July for their Open Air Service. Following a brief discussion, it was **agreed** that the patching work on the pot holes in the Church car park should be discussed on the next agenda.

5. MINUTES OF THE LAST MEETING HELD ON 19TH DECEMBER 2018: It was **RESOLVED unanimously** that the minutes, previously circulated, were a true and accurate record of this meeting.

7. POLICE MATTERS:

d) Honors Nomination for Mary Shead: Mary thanked the Parish Council very much for putting her forward for the British Empire Medal (BEM). She said that she had been invited to a Garden Party at Buckingham Palace and that she had asked the Chairman to accompany her to represent the Council. She then reported on Neighbourhood Watch issues in the area, including burglaries and fake £50 notes, along with the usual scams. She informed Councillors that Derek Thomas is holding a number of events to say thank you to volunteers.

6. MATTERS ARISING:

a) Update re Planning Applications: There had been no decision made yet on PA18/11351. There had been no decision made yet on PA18/11016 but the Clerk read out an email from the Planning Officer informing Councillors that whatever the decision the application would be called to Committee and considered at the next West Sub Area Planning Committee. The Clerk would notify Councillors once she had received a recommendation in writing from the Planning Officer.

b) Cledry Meadow Annual Return: The Clerk confirmed that she had completed this as required.

7. POLICE MATTERS:

- a) **Police Report:** PCSO Webb had emailed the Clerk to confirm there had been two crimes reported, both undetected.
- b) **Correspondence re Budget Preparations:** The Clerk had circulated this previously for information.
- c) **Survey regarding Police Numbers:** The Clerk had circulated this and reminded Councillors of the link if they wished to make a comment.

8. COUNCILLORS REPORTS:

- a) **Chairman's Report:** None
- b) **Cornwall Councillor Report:** None
- c) **Any Other Councillor Reports:** The Vice-Chairperson had recently attended a Gilbert Hall Trustees meeting. Discussion had taken place regarding the VETS system for the Defibrillator and Ed Carter confirmed that once everyone was in place there would be more in-depth training for the ten volunteers from Heartbeat Trust. The Gilbert Hall accounts were healthy and the Vice-Chairperson reported that she had asked who owned the bench and grass area where the Christmas tree goes, for discussion at Item 11a). She was awaiting confirmation.
- d) **Vanessa Luckwell:** Vanessa reported that she had been asked to remind Councils about the Governance Review and the CALC conference on 16th February. Dark Skies would be on the CNP agenda in June. The next CNP meeting is now 4th March with a single item agenda of the Community Network Highways Scheme. Vanessa gave a brief overview of the Mobile Speed Radar initiative which is part of the Highway Fund.

9. PLANNING:

- a) **Applications:** None
- b) **Decisions:** None
- c) **Appeals:** None
- d) **Pre-apps:** None
- e) **Any other Planning Matter received at or before the start of the meeting:** The Clerk reported that a notification had been received for Preapplication advice for two static caravans at Land North of Lower Penderleath.

10. HIGHWAY MATTERS:

- a) **Highway issues reported previously:** The Clerk confirmed that work had now been completed to resolve the issues of flooding at Amalebra Stamps, and thanked Councillor Mitchell, in his absence, for contacting Mike Peters regarding this. The Clerk read out the response from Ludgvan regarding the letter sent about overhanging trees on Blowing House Hill Road from Nancledra to Boskennal, It was noted that this was a matter that should be resolved by Ludgvan, as it was in their Parish and that Councillors should not get involved any further.
- b) **Any Highway issues that require reporting:** Councillor G Hollow reported that Towednack Road (Penderleath Road to past Chytodden) is currently very slippery and in need of resurfacing. It was **agreed** that the Clerk would report this. The Vice-Chairperson reported that during recent heavy rain the drain outside Oregon Cottage had completely overflowed and the drain appeared blocked. It was **agreed** that the Clerk would report this.
- c) **Mobile Speed Radar:** A discussion took place looking at the implications to the Parish Council if they were get a mobile speed radar from the Highway Fund to be used in the Parish. All requests were being considered at the next CNP meeting in March. If the request was successful and a mobile speed radar allocated to the Parish Council, they

would need to decide if they wanted to own it or Cornwall Council to own it. Vanessa confirmed that there would be no financial implication for the Parish Council for the first three years, and approximately £150 in maintenance annually thereafter. It was **RESOLVED unanimously** to put the Parish forward for consideration.

11. VILLAGE MATTERS:

a) **Grass area by the defibrillator:** It was **agreed** to defer this item to the next meeting.

b) **Cledry Calling article:** Following a discussion and a defeated proposal (by 2-3 against with one abstention) of not including an article in Cledry Calling, it was **RESOLVED by majority (3-2 with one abstention)** that the Clerk would submit the article that had been previously circulated to all Councillors for the next edition of Cledry Calling.

12. FOOTPATH MATTERS:

a) **Stile on Footpath 119/36/1:** Following a report from the Vice-Chairperson, Councillor G Hollow confirmed that the stile in question was actually not the one that had been surveyed. He explained that Cornwall Council want to mend the stile and reopen the path leading to it and it was **RESOLVED unanimously** that the Clerk would write to Hamish Gordon advising him that the Parish Council would like this work to be carried out.

b) **Any other issues relating to Footpaths:** Contracts for LMP & SWCP to be discussed under Item 23.

13. CEMETERY MATTERS:

a) **Fence Running Alongside Church Road:** Councillor G Hollow reported that he had received a quote for repairing the fencing for £1070 plus VAT. In addition to this there would be a further £170 costs to take the old fence down and scrap it. Following a brief discussion, it was **RESOLVED by majority (4-2)** that the Clerk write to the adjacent landowners to advise them that the Parish Council intended to replace the fence, and check they were happy with this. Payment for this would come from the Cemetery Fund as it was the access road to the Cemetery.

14. **AMENDMENTS TO STANDING ORDERS:** The Clerk had previously circulated proposed amendments for Councillors comments. It was **RESOLVED unanimously** to agree the amendments made and to look to formally adopt this draft at the February meeting. Meanwhile, the Clerk would put the draft version on the website in order to give the public time to read it and raise any questions or comments prior to adoption.

15. **COMMUNITY GOVERNANCE REVIEW:** The Clerk confirmed that following the recent LGBCE Review of the electoral arrangements for Cornwall Council, Cornwall Council were looking to hold a Community Governance Review and expressions of interest were required by 8th February. Following a brief discussion, it was **RESOLVED unanimously** that the Parish Council request a boundary review to look at the boundary of the parish.

16. **DARK SKIES:** This item had been covered during Public Participation.

17. FINANCIAL MATTERS:

a) **Summary of Accounts:** These were circulated and are attached as an Appendix to the minutes. Invoices totaling £60.00 were **approved** for payment and receipts totaling £2009.00 were noted.

18. CLERK'S REPORT:

a) **Cemetery Management Training:** The Clerk had forwarded details of the training she was keen to undertake to all Councillors in June at a cost of £125. It was **RESOLVED unanimously** that the Clerk could undertake this training.

19. **CORRESPONDENCE:** The Clerk had circulated the following correspondence prior to the meeting:

a) The CALC Annual Conference is on 16th February in Truro, where the Community Governance will be a big part of the agenda. The cost is £15 per delegate. It was **agreed** that the Vice-Chairperson and hopefully Councillor Philip would attend.

b) Cornwall Minerals Safeguarding Development Plan Document

- c) Cornwall Rural Housing Association letter to recruit Board Members
- d) Provisional Local Government finance settlement
- e) Area Team Planning Update
- f) Citizens Advice Rural Access Report
- g) Invitation to Conference on Climate Change and Neighbourhood Planning on 9th March
- h) PLP letter inviting the Parish Council to attend a workshop on Local Landscape Character Assessment on 12th February. It was **agreed** that Councillor Brookes would attend.
- i) Letter regarding the lights at the Pre-School. Following a brief discussion, it was **agreed** that the Clerk would write to the Pre-School to ask for them to be turned off when not in use to help reduce light pollution.
- j) Bulletins & Newsletters – Neighbourhood Plan E-Bulleting, NALC Chief Executive Update, PLP Newsletter, Neighbourhood Watch Newsletter, CALC Newsletter

20. DATE OF NEXT MEETING: Tuesday 26th February 2019

21. AGENDA ITEMS FOR NEXT MEETING: Councillors to contact the Clerk no later than Monday 18th February with items they wish to be included. Updating Flood Plan.

22. EXCLUSION OF THE PRESS AND PUBLIC: It was **RESOLVED by majority (5-1)** that in accordance with the Public Bodies (Admissions to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972) the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business.

23. TENDERING PROCESS FOR PATH CUTTING: The Clerk confirmed that she had received notification from Cornwall Council of the LMP and SWCP grants for 2019/20. She had received requests from three interested parties to tender for the contracts and it was **RESOLVED unanimously** that the Clerk would forward all relevant information inviting tenders to be considered at the next meeting.

24. CLERK'S REVIEW: The Chairman confirmed that he had undertaken the Clerk's review, based on feedback from Councillors. The Clerk then left the room and a discussion took place regarding the Clerk's salary. It was **RESOLVED unanimously** to increase the Clerk's salary to £375 per month.

There being no further business, the Chairman closed the meeting at 9.20 p.m.

Signed: _____ Chairman

Date: _____