



MINUTES

A Meeting of the Parish Council was held on 25th June 2019 at 7.00pm in The Gilbert Hall Nancledra

1. PRESENT: Mrs Judith Evans (Chairman), Mr Geoff Hollow (Vice-Chairman), Mr Jon Brookes, Mr Leslie Hollow. **IN ATTENDANCE:** Mrs Fiona Drew (Clerk). **APOLOGIES:** Mr David Carr, Mr Kevin Hughes, 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: Councillor Brookes is Chairman of Zennor Parish Council, on the Executive Committee of the Penwith Landscape Partnership and on the Dark Skies Policy Group.

3. PUBLIC PARTICIPATION: There was one member of the public present. Ellen Carter reminded Councillors the Church Garden Party was taking place on Saturday 6th July from 2.00pm - 5.30pm and thanked the Chairman for agreeing to run the Plant Stall. The Open Air Songs of Praise would be taking place on 28th July with an earlier start time of 5.00pm. The Chairman asked if the sign advertising the Garden Party could be moved slightly from by the traffic calming as it was distracting to motorists and Ellen agreed to look at this. Ellen added that the Church had commented about how pleased they were about the new fence on Church Road.

4. ACTION REQUIRED ON MATTERS RAISED DURING PUBLIC PARTICIPATION: None.

5. MINUTES OF THE LAST MEETINGS AS FOLLOWS:

a) **The Parish Meeting held on 28th May 2019:** It was **RESOLVED unanimously** that the minutes, previously circulated, were a true and accurate record of this meeting.

b) **The Annual Meeting held on 28th May 2019:** It was **RESOLVED unanimously** that the minutes, previously circulated, were a true and accurate record of this meeting.

6. MATTERS ARISING:

a) **Memorial Bench in Cledry Meadow:** The Vice-Chairman reported that Steve Carter was going to site the bench inside the gate at the top and move one of the others so that the two that are identical will be separated.

7. POLICE REPORT: PCSO Webb had emailed the Clerk to confirm there had been four crimes in the last month, two were under investigation and two were undetected. On behalf of Mary Shead and all the Police team he congratulated the new Chairman and Vice-Chairman on their appointments and said that they all looked forward to a continued good working relationship with the Parish Council.

8. PLANNING:

a) **Applications:** None

b) **Decisions:** None

c) **Appeals:** None

d) **Pre-apps: PA19/00165/PREAPP Proposal:** Pre-application advice sought to place 2 x static caravans on our field, just across the lane from the house, to be sited along the hedge nearest to the house and screened from view. At first for me to live in while the house is renovated and then alter to rent out as holiday accommodation. Location: Land North of Lower Penderleath, St Ives. **ADVICE GIVEN**

e) **Other: S106 re PA18/11016:** The Clerk reported on the response received from Sarah Roberts at the Affordable Housing Team. After discussion, it was **agreed** that the Parish Council had done as much as they could to raise concerns about ensuring the homes in this development would be maintained for local people for the future.

f) **Any other Planning Matter received at or before the start of the meeting:** None

9. COUNCILLORS REPORTS:

a) **Chairman's Report:** The Chairman spoke about the importance of courtesy in meetings and ensuring everyone had their say before making a decision. She then reported back on the CNP meeting she and Councillor Philip had attended where items discussed included the Edward Hain Pilot Scheme, the issue of lack of skilled carers, Dark Skies and Climate Change.

b) **Cornwall Councillor Report:** None

c) **Any Other Councillor Reports:** Councillors Brookes reported on a recent Local Landscape Character Assessment meeting at Zennor where it had been suggested that Towednack were already part of a joint partnership for LLCA. He explained briefly what the LLCA was about and its purpose, and it was confirmed that no information had been received, either by the Parish Council or residents from the PLP. It was **agreed** the Clerk would contact Nicole Broadhurst.

10. REVIEW OF COUNCIL POLICIES:

a) **Standing Orders:** It was **RESOLVED unanimously** to accept the amendments circulated previously by the Clerk and to approve the amended Standing Orders with a view to adopting this draft at the next meeting.

b) **Financial Regulations:** It was **RESOLVED unanimously** to accept the amendments circulated previously by the Clerk and to approve the amended Financial Regulations with a view to adopting this draft at the next meeting.

c)-i) **Broadcasting & Social Media Policy, Complaints Procedure, Equal Opportunities Policy, Privacy Policy, Publication Scheme, Social Media Policy, Subject Access Request Policy.** It was **RESOLVED unanimously** that, following review, no amendments were required to these policies.

11. **GOVERNANCE REVIEW:** The Chairman spoke about the CNP arranged meeting on 30th May where she confirmed that she and Councillor Philip had verbally given Ludgvan feedback following the last Parish Council meeting on their proposals. This had been followed up in writing by the Clerk. The Clerk then outlined the consultation process that had taken place and the results of that consultation. As there was such an overwhelming amount of support to change the boundaries (90% of the 32 responses received) it was **RESOLVED unanimously** to submit this proposal to the Governance Review. The Clerk read out an email request from the Clerk at Ludgvan and following discussion it was **RESOLVED unanimously** to agree to share the results of the consultation with Ludgvan, being mindful that no personal data could be shared due to GDPR.

12. HIGHWAY MATTERS:

a) **Highway issues reported previously:** The Chairman reported that the white lines in Nancledra had now been redone, along with some of the Slow markings, and the white lines at Crippleseat. She had thanked the Cormac workers carrying out the work. Work has also been completed at Skillywadden as previously reported.

b) **Any Highway issues that require reporting:** None

c) **Response re Verge Cutting at Penderleath Lane:** The Clerk read out the response from Cormac and the Wildlife Trust and would forward to all Councillors.

d) Gravel at Entrance to School: The Chairman reported that there had been issues with the gravel from the new drive at the Pre-School sliding down the slope and ending in the road which was causing a hazard. It was **agreed** to contact the Pre-School and request that a concrete or tarmac hard surface be laid to stop this happening again.

e) Mobile Speed Radar: The Clerk reported that St Ives did not wish to take part in a shared radar scheme at this time, and also read out the information that Chris Bell from St Day had provided. It was **agreed** that the cost was prohibitive for the Parish Council.

13. VILLAGE MATTERS:

a) Emergency & Flood Plan: The Clerk reported that she hoped to have this finalized by the next meeting.

b) Meeting with CCLT & Nancledra Housing Working Party: The Clerk reported that the CCLT had offered two alternatives and it was **agreed** to opt for 18th July at 3.30pm at Nancledra School. The Chairman and Councillors Brookes & Philip would attend as members of the Parish Council Working Party. If someone was unable to attend the Vice-Chairman would be happy to do so.

c) Car Parking: The Chairman reported that whilst doing the consultation for the Governance Review, it had become apparent that for a large number of people parking was becoming a real issue. A lengthy discussion took place about the logistics of using part of Cledry Meadow, and other alternative suggestions were made by the Chairman and Vice-Chairman. The Clerk reported on the response received from CALC and it was **agreed** that she should write to NALC enclosing the relevant documents to check the legalities. It was further **agreed** that all options would be considered on the next agenda.

d) Japanese Knotweed: The Chairman reported on a recent issue raised about burning Japanese Knotweed in the village and it was confirmed that this wasn't illegal and wouldn't spread the spores. However, it was noted that it was a highly invasive species that needed to be treated correctly, particularly when near a watercourse.

e) Local Landscape Character Assessment: See Agenda Item 9c).

14. FOOTPATH MATTERS: The Clerk reported on an email received from Cormac about complaints they had received regarding Footpath 119/1/2 becoming overgrown. She had passed this information on to Tyrone Martin.

15. CEMETERY MATTERS:

a) Fence Running Alongside Church Road: Work had now been completed and the Chairman thanked the Vice-Chairman for his assistance with this. The Vice-Chairman reported on the additional work needed in the car park to ensure safety and the Clerk confirmed that, due to health and safety, she had **agreed** an additional spend of £130.00 + VAT to get this work done. It was noted that £40.00 had been saved on the original price agreed for the additional work to remove the fence.

b) Grass Cutting: Councillor L Hollow reported that he had cut the cemetery today but as it was only being done once a month it was becoming difficult to manage. He requested over the summer months to be able to do a couple of additional cuts to ensure that it was kept looking tidy. It was **agreed** for more frequent cuts over the summer months.

16. DARK SKIES:

a) Request to provide a formal letter of support: The Clerk read out a report from Councillor Hughes and confirmed that the Dark Skies Committee had requested a letter of formal support from Parish Councils that would fall within the proposed Dark Skies Reserve. It was **RESOLVED unanimously** to send a letter of support to Sue James confirming that the Parish Council supported the principle as outlined.

17. FINANCIAL MATTERS:

a) Summary of Accounts: A summary of accounts was circulated and are attached as an Appendix to the minutes. It was noted that £1284.00 had been paid from the Cemetery Account to Milburn Fencing for work completed as previously approved on 29/01/19 Minute reference 13a). Further invoices totaling £1419.47 were **approved** for payment, along with a Direct Debit of £35.00 due on 04/07/19.

b) Quarterly Budget Update: The Clerk circulated a budget update for the first quarter for Councillors perusal.

18. CLERK'S REPORT:

a) Review of Register of Interests: The Clerk reported that she would circulate all Councillors Register of Interests to them individually to review and update if necessary.

b) Parish Council Website and Equipment: The Clerk reported that she had updated the website to include a Planning page. She had requested a quote from Adam Curtis to make amendments to how the diary was viewed and also noted that the anti-virus software for the laptop was in need of renewal. It was **agreed** that, although this was the Zennor laptop, the cost would be split as the Clerk shared equipment between both Councils.

c) Chairman Training: The Clerk reported that, following an email from CALC asking for interest in this, she had requested places on future training for both the Chairman and Vice-Chairman.

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

a) Cornwall Council – Polling Districts & Polling Places Review Stage 2 Consultation due 29th July – noted.

b) Holly Whitelaw – Climate Emergency Action email – it was agreed to put this on the next agenda.

c) Localism & Devolution Bulletins: Community Governance Review & Climate Change & Carbon Neutral Cornwall

d) Cornwall Council - Consultation Planning for Coastal Change – noted

e) Natural England Coastal Access – S W Coastal Access – noted

20. DATE OF NEXT MEETING: Tuesday 30th July 2019

21. AGENDA ITEMS FOR NEXT MEETING: Councillors to contact the Clerk no later than Monday 22nd July with items they wish to be included.

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

Signed: _____ Chairman

Date: _____