



MINUTES

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

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

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. The Chairman declared an interest in Item 7ei) and the Vice-Chairman and Councillor L Hollow in Item 7di).

3. PUBLIC PARTICIPATION: There were two members of the public present. Emma Lytton spoke about the application PA19/09151 which had recently come in for a car port at Whitecroft. Ellen Carter spoke on behalf of the PCC re the Remembrance Service on 10th November to which everyone was welcome. She spoke about parking generally in the village getting worse and how inconsiderate some people were, and also spoke regarding parking by the phone box as it was impossible to post a letter in the box and concerns re accessing the defibrillator

4. ACTION REQUIRED ON MATTERS RAISED DURING PUBLIC PARTICIPATION: It was **agreed** to report the caravan for fly tipping as it had been left for over four weeks with no license plates on.

5. MINUTES OF THE LAST MEETING HELD ON 24TH SEPTEMBER 2019: It was **RESOLVED unanimously** that the minutes, previously circulated, were a true and accurate record of this meeting.

6. MATTERS ARISING: None

7. PLANNING:

a) Applications: None

b) Decisions:

i) **PA19/07083:** Proposal: Construction of detached garage and carport, revised scheme of PA19/05051. Location Lower Riverside, Nancledra, Penzance. Applicants: Mr & Mrs T McWilliams. **APPROVED.**

ii) **PA19/06405:** Proposal: Single storey flat roof extension with patio doors leading off bedroom to raised deck area (revision to approve plans PA19/02755). Location: Hedgerows, The Field, Nancledra, Penzance. Applicant: Mrs Judith Lockwood. **APPROVED WITH CONDITIONS.**

c) Appeals: None

d) Pre-apps:

i) **PA19/02348/PREAPP:** Proposal: Pre application advice for the installation of a 10m pole, with 4 equipment cabinets, satellite dish and ancillary equipment. Location: Chytodden, Towednack, St Ives TR26 3AT. Applicant: Savills, Wimborne. **ADVICE GIVEN.** The response from Savills to queries raised after the last meeting had been circulated to Councillors previously.

ii) **PA19/02226/PREAPP:** Proposal: Pre-application advice for 250 square metre barn style cottage to be built on Amalebra Stamps site. Location: Amalebra Stamps, Nancledra, Penzance TR20 8ND. Applicant: Mrs A Willis.
ADVICE GIVEN.

e) To consider any other planning matter received at or before the start of the meeting:

i) **PA19/09151:** Proposal: Construction of Timber Car Port and Associated Works. Location: White Croft, Nancledra Hill, Nancledra, Penzance. Applicant: Mr Simon Fuller. The Chairman declared an interest and left the room at 7.20pm. The Vice-Chairman took over the Chair for this item. Following a brief discussion, it was **RESOLVED unanimously** to support the application. The Chairman returned to the room at 7.23pm.

8. POLICE MATTERS:

a) **Police Report:** PCSO Webb had provided a police report where two crimes had been noted.

b) **NHW Coordinator:** The Chairman reported that now Councillor Hughes had sorted out his laptop and found his contacts, he would be continuing as the Coordinator for the area. He would liaise directly with Mary Shead regarding this as it wasn't a Parish Council role. Mary had hoped to attend the meeting to pass on her thanks to all Councillors for their support and to say that she and the Police were pleased that Councillor Hughes would be continuing with this.

9. COUNCILLORS REPORTS:

a) **Chairman's Report:** The Chairman and Councillor Philip attended the LLCA workshops. It was disappointing as no one else from the parish was there. However, there were five from outside the parish at the second practical workshop and everyone had been given their bit to work on. It would be an interesting project that will use local knowledge and hopefully help with future planning. The Chairman also attend the Gilbert Hall Trustees meeting, where the majority of the discussions centered around parking issues in the village. The Trustees were keen to work with the Parish Council to try and resolve this issue as it was affecting how many people attended functions in the Hall.

b) **Cornwall Councillor's Report:** Councillor Mitchell reported that he had attend the recent Electoral Review Panel meeting where he spoke in favour of Towednack's proposals, and asked the Committee to vote as per the written recommendations. It was agreed to propose keeping Towednack Parish Council as the Panel believed it is a viable Parish Council. It was also agreed to propose that the houses in Nancledra should be moved under one administration, namely Towednack Parish Council. Following the Cornwall Council meeting on 10th December all proposals will go to public consultation in January for three months. Councillor Mitchell also discussed parking problems and possible solutions but said it was hard at night as there wouldn't then be anyone to enforce the solution.

c) **Any Other Councillor Reports:** None.

10. STAGE 2 OF THE COMMUNITY GOVERNANCE REVIEW: The Chairman confirmed that the Clerk had circulated the Electoral Review Panel's recommendations and these were as discussed by Councillor Mitchell. As yet no one was sure what the Consultation period would actually entail.

11. HIGHWAY MATTERS:

a) **Highway issues reported previously:** None.

b) **Any Highway issues that require reporting:** It was **agreed** to put yellow lines in the Village on the next agenda.

12. VILLAGE MATTERS:

a) **Car Parking:** It was **agreed** that the Vice-Chairman would get the measurements for Cledry Meadow and the Clerk would then write to NALC to check the legalities of using some of this area for parking. The Clerk confirmed that Bolitho Estates had replied and asked if the Parish Council would be interested in leasing a section of land as that might be an option. It was **agreed** to respond to say the Parish Council and Gilbert Hall Trustees together, were interested in principle, to find out what the lease would involve and to ask Bolitho to speak to their tenants.

b) Signage in the Car Park: Issues had been raised with a number of Councillors relating to the vehicles currently parked in the Parish Council car park. Councillor Mitchell offered to look into the issue of campervans being parked permanently and causing an obstruction. It was **agreed** to write as the landowner to the people that are currently causing issues in the car park with the number and type of vehicles that they have parked there.

c) Councillors Suggestions towards becoming a Carbon Parish: Councillor Carr said that he had been looking into the possibility of a Farmers Market and the Vice-Chairman thought it would be good to do something like this at the Hall but it would require organization. Councillor Brookes said that Helston's Policy was a good starting point to work out what we could do. Other suggestions included using a compost heap for vegetables peelings, and using Social Media to try and car share for shopping trips etc to reduce fuel. Councillor Mitchell spoke about Cornwall Council's efforts since they declared a climate emergency in January and said it was about making residents aware of the issue and getting people to put it on their agenda. He suggested the possibility of getting solar panels for the Gilbert Hall and said that there may be grants available, including his Community Chest Grant. It was **agreed** to include this issue in the next Parish Council article in Cledry Calling to invite residents' views on the subject and what they thought could be done. Councillor Mitchell also said that there were groups who would be willing to do a short presentation on what might work in a small parish.

d) Village Christmas Tree: Following discussion it was **RESOLVED unanimously** that the Vice-Chairman would liaise with Val Richards regarding a tree and organize transporting it to the Village so that it could be decorated in time for the O60s Christmas party on 14th December.

13. FOOTPATH MATTERS:

a) Any issues following completion of footpath and coast path cutting: The Clerk reported that Tyrone had noted there were a lot of stones that had come out of the wall on the path behind the Gilbert Hall and it was **agreed** to see if he would clear them next time he was in the Village cutting Cledry Meadow.

b) Cut carried out on Footpath 40 by the PLP: The Clerk confirmed that she had spoken to Matt Watts at the PLP and he had organized Footpath 40 to be cut as part of the Tinnors Way Project. This particular footpath is actually in St Ives and not Towednack so Matt will liaise with their Clerk regarding the maintenance of this going forward.

14. CEMETERY MATTERS:

a) To note any issues that have arisen: It was **agreed** to put holes in the Church car park on the next agenda.

15. DARK SKIES:

a) Update: Vanessa Luckwell confirmed that the Steering Group was due to take place tomorrow. The Star Gazing event at the Minack Theatre had been postponed due to weather. The consultation period was now finished and the bid was progressing well.

16. FINANCIAL MATTERS:

a) Summary of Accounts: A summary of accounts was circulated and are attached as an Appendix to the minutes. Bank Charges from September totaling £36.00 were **noted**. It was also **noted** that the replacement pads for the defibrillator were due to be ordered at the end of the month and that these were part of the maintenance costs that the Parish Council had agreed to pay.

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

c) Half-yearly reconciliation of Bank Statements: It was **agreed** that the Vice-Chairman would undertake a reconciliation of the bank statements against the monthly accounts prepared by the Clerk, as per Financial Regulations 2.2.

d) Clerk's Hours & Annual Leave: The Clerk outlined the additional hours she had done over the last six months as a result of the Governance Review, and it was **agreed** that she would look to try and work 15 hours per month for the next six months to redress the balance. The effect of this and her holiday hours would then be looked at in February prior to the year end.

17. CLERK'S REPORT:

a) Website Accessibility Requirements: The Clerk outlined the requirements for website accessibility and Vanessa Luckwell offered to look into this at her next group meeting. It was also **agreed** that the Clerk would speak to Adam Curtis who managed the website to see how much work would be involved.

b) Updated NALC Model Financial Regulations: The Clerk reported that there were a couple of minor amendments to the Financial Regulations that she would circulate to all Councillors and put on the next agenda for discussion.

The Clerk reminded Councillors that they should only use the title Councillor when representing the Parish Council, and that if they wanted something put on the agenda this request should come through the Clerk, as per Standing Order 10f.

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

- a) Cornwall Community Flood Forum – Conference, St John's Hall, Penzance – 4th November 2019 – noted.
- b) Cornwall Council – Localism Summit, Wadebridge– 6th November 2019 – noted.
- c) Cornwall AONB – Annual Conference, Wadebridge – 23rd November 2019 – Councillor Brookes might attend.
- d) CALC – AGM, Truro – 26th November 2019 – noted.
- e) NALC – Consultation briefing re 5g Mobile Coverage in Rural Areas - noted
- f) Safer Cornwall – Proceeds of Crime Act Funding grants – noted.
- g) Cornwall Council – Tour of Britain 2020 Presentation – noted.

19. DATE OF NEXT MEETING: Tuesday 26th November 2019

20. AGENDA ITEMS FOR NEXT MEETING: Councillors to contact the Clerk no later than Monday 18th November with items they wish to be included. VE Day correspondence.

There being no further business, the Chairman closed the meeting at 8.57pm.

Signed: _____ Chairman

Date: _____