



## MINUTES

A Meeting of the Parish Council was held on 26<sup>th</sup> November 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, Mrs Annie Philip. **IN ATTENDANCE:** Mrs Fiona Drew (Clerk). **APOLOGIES:** Mr Kevin Hughes, Mr David Carr, Councillor Andrew Mitchell, 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. Georgeina Kean spoke about the ongoing problems with parking when events were taking place in the Gilbert Hall.

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

**5. MINUTES OF THE LAST MEETING HELD ON 29<sup>TH</sup> OCTOBER 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) **PA19/07330:** Proposal: Proposed extension at first floor of existing maintenance building to form residential flat for on site security and retention of existing windows to first floor office / storage area. Location: Lower Penderleath, Penderleath, St Ives. Applicant: Mr R Rogers. **WITHDRAWN**

c) **Appeals:** None

d) **Pre-apps:**

e) **To consider any other planning matter received at or before the start of the meeting:** None

**8. POLICE REPORT:** There were no crimes to report. The Clerk reported that PCSO Webb had asked Councillors to encourage people to report anything suspicious, however small, via 101 or 999, or the 101 website.

**9. COUNCILLORS REPORTS:**

a) **Chairman's Report:** The Chairman reported on the CCLT meeting that she and Councillors Brookes & Philip had attended and said it had been a very positive meeting. The S106 was discussed, which has now been signed, as was the sewage system, kissing gates and traffic calming, the local lettings plan, and the Chairman confirmed that the Parish Council had been given the honour of naming the estate once it was complete. It was **agreed** that the Clerk would email CCLT a copy of the map that was being used for the Community Governance Review. She had also attended Zennor Parish Council recently and would be attending St Erth next week.

**b) Cornwall Councillor's Report:** None.

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

## 10. VILLAGE MATTERS:

**a) Additional Car Parking:** The Clerk confirmed conversations to date with Bolitho Estates and regarding Cledry Meadow, and that she was waiting to hear back from NALC regarding the legal position. The Vice-Chairman suggested looking at whether the wall could be removed between the car park and the Gilbert Hall. Discussion took place regarding this and it was **agreed** that the Clerk would speak to Julie Curtis as Chair of the Gilbert Hall Trustees to see what the position was regarding the wall, and whether it would be a viable option. It was further **agreed** to put discussions with Bolitho Estates on hold until the outcome of the legal queries was known. The Vice-Chairman **proposed** holding a public meeting to discussion parking and it was **RESOLVED unanimously** to do this at sometime in the future, once all options had been explored and Councillors had all the facts in place to take to the meeting.

**b) Current Car Park:** The Clerk read out the positive response she had received regarding moving the campervan currently in the car park and it was **agreed** to keep an eye that this was done. Following a brief discussion, it was **RESOLVED unanimously** to move the stones and drop the lock posts by the entrance to Cledry Meadow.

**c) Councillors suggestions for working towards becoming a Carbon Neutral Parish:** The Clerk confirmed that this had been included in the article in the edition of Cledry Calling that was due out shortly. It was **agreed** to put the Make a Difference pledges from the Helston Climate Action Plan on the Parish Council website. It was further **agreed** to write to the Gilbert Hall Trustees regarding solar panels and grants available to see if they would consider this for the Hall. Councillor Brookes spoke about infrared guns that could be used to see how 'leaky' a house was regarding their energy, and carbon calculators that individuals could use to measure their own use at home. At a recent Zennor meeting Councillor Elliott had offered to see if Councillor Mitchell would look at joint funding for an infrared gun to be used across a number of parishes and it was **agreed** that the Clerk would follow this up.

**d) Ash Trees:** The Chairman reported that the Parish Council had been asked to consider requesting a tree preservation order for ash trees by the entrance to Chypons Estates. Georgeina was invited to speak by the Chairman and said that she understood that one had fallen down and others had been taken down as they were interfering with telegraph wires. It was **agreed** that no action would be taken and the Chairman would advise that individuals could request a tree preservation order should they wish to do so via the Cornwall Council website.

**e) Village Christmas Tree:** The Vice-Chairman confirmed that he would be picking up the tree on 10<sup>th</sup> December. The Chairman reported that Stephen Fuller had offered to help with the lights, and she and he, along with Councillor Philip and Colin Philp, would ensure they were in place for the over 60s party on the 14<sup>th</sup>. It was **agreed** that the Chairman could replace any batteries as required to ensure that the lights didn't stop working over the festive period.

**f) Dog Mess in Nancledra:** The Chairman noted that there had been problems on the grass and also reports on the Nancledra Facebook page of issues along the lane by the car park. The Clerk confirmed that the bin by the phone box is dual purpose and should be emptied regularly, but this can be requested by anyone via the Cornwall Council website.

## 11. HIGHWAY MATTERS:

**a) Highway issues reported previously:** The Clerk reported that the unlicensed caravan that had been reported following the previous meeting should be moved within the next couple of weeks.

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

**c) Yellow Lines in Nancledra:** Following discussion it was **agreed** to speak to PCSO Webb and Mike Peters at Highways to confirm how to go about putting them in should the Parish Council decide to go ahead and how they would be enforced once down. The Clerk would put this on the next agenda for further discussion.

## 12. FOOTPATH MATTERS:

a) **Any issues following completion of footpath and coast path cutting:** None

b) **LMP & SWCP Grants:** The Clerk reported that notification had been received regarding the LMP & SWCP grants for 2020/21 and it was **RESOLVED unanimously** to accept the grant and find a contractor to undertake the cutting.

c) **2020/21 Cutting Schedule:** The Clerk had received a query regarding what footpaths were cut each year. It was **agreed** that the schedule ought to be reviewed before the tendering process took place in February and the Clerk would email the Chairman, Vice-Chairman, and Councillors Brookes & Philip the current schedule to enable them to review this and report back in the New Year.

d) **Bridleway 1:** Councillor Brookes confirmed that the land on one side of this Bridleway was owned by the National Trust but was it was inconclusive who owned the land on the other side. He had spoken to Matt Watts, Access Officer with the PLP, who has agreed to assist with cutting back the edges.

## 13. CEMETERY MATTERS:

a) **Burial for Christopher Michael Hocking:** The Chairman confirmed that this had taken place on 25<sup>th</sup> November.

b) **Memorial request for Robert Knowles:** This was **agreed** as per the design circulated.

c) **Requirements for approving burial and memorial requests:** Following a brief discussion it was **RESOLVED unanimously** that as long as any burial or memorial requests meet the Parish Council requirements set out on the Cemetery Fees sheet, then the Clerk need only get approval from the Chairman and Vice-Chairman for these to go ahead. Any requests that do not meet these requirements should go to all Councillors for consideration.

d) **Potholes in the Church Car Park:** The Clerk read out an email from Julie Curtis confirming that work had been completed on this. The PCC know it is only a quick fix and hope to look at something more permanent in the future.

14. **DARK SKIES:** Councillor Brookes confirmed when the conditions were right, he would be doing light meter readings as proof was need to submit with the application which should hopefully go in at the end of January.

## 15. FINANCIAL MATTERS:

a) **Summary of Accounts:** A summary of accounts was circulated and is attached as an Appendix to the minutes. Receipts in the Cemetery Account totaling £500.00 were noted and invoices totaling £2117.14 were **approved** for payment.

b) **Half-yearly reconciliation of Bank Statements:** The Clerk reported that this had been completed by the Vice-Chairman, as required under Financial Regulations 2.2, who confirmed that everything was satisfactory.

c) **Annual Maintenance costs for Defibrillator:** Following discussion, it was **RESOLVED unanimously** to ask Mr Fuller to purchase a second set of pads and to pay the annual support costs for the defibrillator for a further year.

d) **Draft Budget for 2020/21:** The Clerk had circulated this prior to the meeting for Councillors to consider. The Clerk highlighted the information given regarding parking and following discussion it was **RESOLVED unanimously** to agree the budget as presented.

## 16. COUNCIL ADMINISTRATION MATTERS:

a) **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.

b) **FOI Request:** The Clerk confirmed that this had now been withdrawn by Ms Cooper and no action was required:

**c) Councillor Email Addresses:** Item 16b) had highlighted the need for Councillors to have proper Parish Council emails addresses and it was **agreed** that the Clerk would follow this up.

**d) SLCC Membership for 2020:** The cost for this is £122 and it was **RESOLVED unanimously** to agree this for a further year, with costs to be split 75/25 with Zennor.

**e) Clerk's Annual Review:** The Clerk's annual review was due and it was **agreed** the Chairman would circulate paperwork for Councillors to give her feedback prior to the review.

**17. CLERK'S REPORT:**

**a) Incident Report Card Training:** The Clerk confirmed that she had circulated the training slides to all Councillors and once training was completed would request Incident Report cards for those Councillors that wanted to do it.

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

- a) Cornwall Council – Housing Supplementary Planning Document Final Consultation – 2<sup>nd</sup> December 2019 – noted.
- b) Cornwall Council – Community Road Safety Forum, Launceston Town Hall – 3<sup>rd</sup> December 2019 – noted.
- c) CALC – Purdah – Councillor Philip expanded on this in relation to what Parish Councillors could do in the run up to the Election.
- d) Cornwall Council – Polling Districts & Polling Places Order – noted.
- e) NALC – Consultation Strengthening Police Powers to Tackle Unauthorized Encampments – 19<sup>th</sup> February 2020
- f) CALC – VE Day Celebrations – 8<sup>th</sup>-10<sup>th</sup> May 2020 – to put on agenda for discussion.

**19. DATE OF NEXT MEETING:** Tuesday 17<sup>th</sup> December 2019. Councillor L Hollow said he may be unable to attend.

**20. AGENDA ITEMS FOR NEXT MEETING:** Councillors to contact the Clerk no later than Monday 9<sup>th</sup> December with items they wish to be included. Disabled parking outside the Gilbert Hall.

There being no further business, the Chairman closed the meeting at 9.10pm.

Signed: \_\_\_\_\_ Chairman                      Date: \_\_\_\_\_