



MINUTES

A Meeting of the Parish Council was held on 28th April 2020 at 7.00pm via Zoom.

1. PRESENT: Mrs Judith Evans (Chairman), Mr Geoff Hollow (Vice-Chairman), Mr Jon Brookes, Mr David Carr, Mrs Annie Philip, Mrs Jenni Thomas-Davey. **IN ATTENDANCE:** Mrs Emily Fraser (Clerk). **APOLOGIES:**, Mr Leslie Hollow

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 (restricted to agenda items only): Ellen Carter gave a report from the PCC regarding the closure of the church due social distancing guidance resulting from COVID-19. Bishop Philip was conducting online services via the diocesan website. Revd Elizabeth Foot had also produced an online service for Towednack Feast.

Ellen Carter asked if the Council had plans for formally recognizing individuals for the community co-ordination and effort that had taken place during social distancing. It was **agreed** that this would be put on the agenda for the next meeting.

Ellen Carter reported that the next issue of Cledry Calling was currently on hold due to uncertainty about whether it could be printed and distributed.

4. MINUTES OF THE LAST MEETING HELD ON 25th February 2020: It was **RESOLVED unanimously** that the minutes, previously circulated, were a true and accurate record of this meeting.

It was **agreed** that Cllr Geoff Hollow would sign the minutes as the Chair of that meeting. An online signature would be obtained.

5. MATTERS ARISING:

a) Faded school sign: This issue had been reported by the previous Clerk. Cornwall Council had responded that it would be dealt with in due course but Highways were only dealing with urgent matters during the restrictions around COVID-19.

b) Follow up with Greenyard Flowers re: lanes near Skillywadden and Coldharbour: Cllr Geoff Hollow had been in touch with Greenyard Flowers but had not yet received a response. It was **agreed** that Cllr Geoff Hollow would follow up.

c) Green tank at Engine Inn: The green tank was an oil tanks which was within permitted development.

d) Next Cledry Calling article: It was **agreed** that Cllr Judith Evans would write a section of the next Cledry Calling to thank the community for pulling together during COVID-19.

e) Clerk's laptop: It had been decided that the new Clerk would use her own laptop to perform Council duties. An external hard drive had been purchased and this would be used in combination with GSuite to ensure data was stored appropriately.

6. PLANNING:

a) Applications: None

b) Decisions:

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- i) PA19/11017 - Listed Building Consent: Replacement of 3 No. spalled reinforced concrete beams, replacement of the upstream railing, minor abutment repointing, repainting of the downstream railing and vegetation removal to the Grade II Listed bridge. Embla Bridge Nanclédra Cornwall – **APPROVED**
- ii) PA19/11198 – Single storey bathroom extension. Croft Pool Nanclédra Hill Nanclédra TR20 8LP – **APPROVED**

c) Appeals: None

d) Pre-apps: None

e) To ratify responses to planning applications made under delegated responsibilities:

Cllr Geoff Hollow proposed that the responses (circulated ahead of the meeting via the Delegated Decisions list) to the following planning applications be ratified. Cllr Annie Philip seconded the motion.

- i) PA20/01327 - Conversion and Extension of Outbuilding to Form Annexe and Associated Works. Lower Penderleath Road Between Penderleath Common And Penderleath Penderleath TR26 3AF
- ii) PA20/02781 - Non Material Amendment (1) in respect of PA12/04156 (Single storey extension): change render to cladding, changes to fenestration. Georgia Bottom Cottage Nanclédra Penzance TR20 8LJ
- iii) PA20/02404 - Application for a Lawful Development Certificate for an existing use or operation or activity including those in breach of a planning condition for lawful development certificate with 10 years proof of occupancy. Caravan Penderleath Cornwall

It was **agreed unanimously** to ratify the responses.

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

None.

7.POLICE REPORT: A report had been received from PCSO Terry Webb. Since 24/03/20 there had been a total of seven crimes as follows: Two cases of Use threatening/abusive/insulting words to cause Harassment, Alarm or Distress – these incidents occurred at the same address.

A case of criminal damage and one of burglary at the Engine Inn. Although these are classed as separate crimes both were committed by the same offender.

On a separate date incidents of Assault /Occasioning actual bodily harm and Assault by beating. These were again at the Engine Inn but involved a different offender.

An incident of Harassment without violence (telephone calls).

All crimes, apart from the telephone calls, had been detected.

8. COUNCILLORS REPORTS:

a) Chairman's Report: None.

b) Cornwall Councillor's Report

None.

c) Any Other Councillor Reports

None.

9. HIGHWAY MATTERS:

a) Highway issues reported previously

None.

b) Any Highway issues that require reporting

None

c) Speed Monitoring in Nancledra

The previous Clerk had reported this to Highways after the meeting in February and a discussion had begun about siting of speed cameras. Highways were currently only carrying out essential work. The current Clerk had followed up and received confirmation that this was on hold. It was **agreed** that this matter should be followed up when normal duties resumed.

Cllr Evans reminded everyone that number plates of cars speeding through Nancledra should be reported to the police.

10. VILLAGE MATTERS:

a) To receive an update on VE Day celebrations in light of COVID-19

Cllr Hollow had not received an update from Gilbert Hall but it was reasonable to assume that the VE Day Celebrations were cancelled.

Ellen Carter suggested holding a community party to celebrate when the pandemic restrictions were lifted. It was **agreed** that this was a good idea and should be put on the agenda for a future meeting.

b) To note follow up with Bolitho Estates regarding parking at Gilbert Hall

The Clerk reported that a letter had been sent to Bolitho Estates as directed at the February meeting. The Land Agent, Jenny Olds, had suggested the Parish Council liaise directly with residents to see if a mutually agreeable position can be reached before proceeding any further. It was **agreed** that this would put on the agenda for discussion a future meeting.

c) To discuss the introduction of yellow lines in Nancledra

It was **agreed** that the Clerk would look further into the legal position on obstructing access to the defibrillator. It was further **agreed** that the Council would pursue the siting of yellow lines in front of the telephone box containing the defibrillator. The Clerk would contact Vanessa Luckwell, the Community Link Officer, to begin the process.

11. To ratify the decision to extend all contracts to March 2021

The Council **resolved unanimously to ratify** the decision to extend all contracts to March 2021.

12. FOOTPATH MATTERS:

a) Any issues: Councillor Thomas-Davey reported that the stile on footpath 119/21/1 was overgrown and was very wet underfoot and this was causing walkers to walk over the neighboring track. It was **agreed** that the Clerk would check who was responsible for this footpath and look again at the cutting schedule as required.

b) To note changes to the cutting schedule as per Working Party recommendations for 2020

Noted.

13. CEMETERY MATTERS:

a) To ratify the decision regarding a sculpture for Billy Whitefield at Towednack Cemetery

The Council **agreed** to ratify the decision regarding the sculpture for Billy Whitefield at Towednack Cemetery.

14. DARK SKIES: Cllr Brookes reported that the application had been submitted and a response was awaited.

15. FINANCIAL MATTERS:

a) Summary of Accounts: A summary of accounts was circulated and is attached as an Appendix to the minutes. Invoices totaling £994.53 were **approved** for payment and receipts of £4049.27 were noted.

b) To ratify decision to change the Bank Mandate as set out in the RFO's report as a result of handover of Clerk and change in Councillors

The Clerk reported that changes had been made to remove the previous Clerk from the Council bank account and instate the new Clerk. Changes had also been made so payments could be approved by Cllr Evans, Cllr Geoff Hollow and Cllr Thomas-Davy. The Council **agreed unanimously** to ratify the changes to the bank mandate.

c) To ratify decision to approve payment of all items listed on the March schedule of payments

The Council **agreed unanimously** to ratify the payment of all items listed on the March schedule of payments.

d) To consider and approve the RFO's Annual Accounts for 2019/20

The Clerk had previously circulated a statement of accounts, payments and receipts for Councillors to consider. It was **resolved unanimously** to approve these accounts as presented.

17. COUNCIL ADMINISTRATION MATTERS:

a) Business Continuity Plan and Emergency Scheme of Delegation

The Council **agreed unanimously** to ratify the Business Continuity Plan and Emergency Scheme of Delegation. The Council further **agreed** to keep the Business Continuity Plan and Emergency Scheme of Delegation in place during the COVID-19 pandemic. It was **agreed** that wherever possible the Clerk would bring items to monthly meetings for discussion and decision in the usual way.

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

a) Letter Donald Martin, Cornwall Council 9th April 2020 re: The Use and Management of the South West Coast Path and Public Rights of Way Network during the Covid-19 Outbreak. – Noted

b) To note the Cornwall Council Consultation on Biodiversity Net Gain in Cornwall – Noted.

20. AGENDA ITEMS FOR NEXT MEETING: Councillors to contact the Clerk no later than Monday 17th May 2020 with items they wish to be included.

20. DATE OF NEXT MEETING: It was noted that the May meeting would ordinarily be the Council's Annual Meeting. The Council noted changes to legislation that permitted councils to delay their Annual Meeting to March 2021 in light of the COVID-19 pandemic. It was noted that the Annual Meeting could be held online but it was **agreed** that a decision about whether to hold an Annual Meeting before March 2021 would be put on the agenda for the June meeting.

22. EXCLUSION OF THE PRESS AND PUBLIC: No business

There being no further business, the Chairman closed the meeting at 8.11 pm.

Signed: Judith Evans Chairman

Date: 06 / 03 / 2020

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06 / 03 / 2020

16:32:41 UTC

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