

MINUTES of the **ORDINARY MEETING** of the St. Ender Parish Council held on **Tuesday 25th April 2017** in the Fraddon Village Hall at 7pm

PRESENT: Cllrs M Bunyan, M Hopkins, C Dixon, J Baker, M Kessell, D Cole, P Cocks, & M Tyler.

APOLOGIES: Cllrs M Morcom, D Hearl, C Parkyn, C Cowburn & G Lobb.

It was acknowledged that this would be the last meeting for Cllr Morcom, the Parish Council formally recorded their thanks and it was **agreed** to send a letter.

17/059 Declarations of Interest (in agenda items)

Cllr Hopkins declared a non-pecuniary interest in agenda item 14a- St Ender Pantomime, committee member.

Cllr Tyler declared a non-pecuniary interest in agenda item 14d- Wesley Pre-school (daughter attends).

17/060 Police Report

No report, possibly due to Annual Assembly.

Chair invoked SO 1a to bring forward agenda item 10 due to public interest.

17/061 Post Office Fraddon-update on situation.

Cllr Cole updated members on situation. Press release circulated for information. The Post Office is closing on 26 April 2017 at Kingsley Village. Retail units have been approached to take on the Post Office but no one has offered to take it on. Post Office Ltd has offered 6 hours a week outreach, although no current outreach hub is willing to take it on.

The MP has been approached and he will also be making representations.

Cllr Cole requests the Parish Council formulates a petition, as we need to keep up the pressure. A meeting has been arranged with senior managers of Post Office Ltd on 3rd May.

Proposal by Cllr Hopkins a petition is prepared, and is placed in the Village Halls to allow residents to sign when they vote in the forthcoming election and to place on the Parish Council website for residents to print off, to delegate Cllrs Tyler & Baker to attend the meeting with senior managers along with Cllr Cole and the Clerk, seconded Cllr Tyler, unanimous.

The above was duly **resolved**.

Cllr Baker took the chair.

Cllr Baker invoked SO 1a to alter the order of planning applications due to public interest.

17/062 Planning Matters

a. Planning Applications

- i. PA17/03125 Land SSE of Letcherville, My Lords Road, Fraddon. Construction of 5 infill dwellings with off road parking.

Site visit taken place.

Proposal by Cllr Cocks to support the application as it is within the development envelope & it will improve the area, seconded Cllr Baker, carried. The above was duly **resolved**.

It was **agreed** to write to Steve Double MP regarding St Enoder Parish Council's classification as urban rather than rural.

- ii. PA17/02810 The Old School House, Moorland Road, Indian Queens, St Columb, Cornwall TR9 6HF. Listed Building Consent for the proposed refurbishment of the Grade II Listed building for Units A and B to be used as office accommodation and Unit C for general storage
- iii. PA17/02809 The Old School House, Moorland Road, Indian Queens, St Columb, Cornwall TR9 6HF. The proposed refurbishment of the Grade II Listed building for Units A and B to be used as office accommodation and Unit C for general storage.

The above 2 applications were considered together; site visit taken place.

Proposal by Cllr Hopkins to support the application as it is protecting a heritage asset and keeping it in use without altering the exterior frontage. The Parish Council would like to also ensure the original wall, which is in the curtilage of the listed building, is not demolished or altered in any way, seconded Cllr Cocks, carried.

The above was duly **resolved**.

- iv. PA17/02607 Lower Penscawn, A30 Eastbound from Mitchell to Penhale, Summercourt, TR8 5AL. Listed Building consent for various proposed works. Proposal by Cllr Baker to support the application as it is a sympathetic restoration, seconded Cllr Bunyan, carried.

The above was duly **resolved**.

Cllr Cole, as Cornwall Cllr, did not vote on the above applications.

b. Decisions and Appeals

- i. PA17/01359 McDonald's Restaurants, Penhale, Fraddon. Reconfiguration of back of house to include the construction of extensions totalling 15sqm- approved.

c. Enforcement report

- i. EN17/00670 Alma Farm Cottage, School Road, Summercourt. Alleged construction of sand school- pending consideration.
- ii. EN17/00686 Barn East of White Cross Cottage, Whitecross, Newquay, TR8 4LW. Alleged stationing of a caravan- pending consideration.
- iii. EN17/00699 Carvynick House, Summercourt, Newquay. Construction of a pizza and cocktail bar within the grounds of a Grade II listed building- pending consideration.

Cllr Cole left the meeting.

Cllr Bunyan took the Chair.

17/063 Public Session

No public present.

17/064 Report of Cornwall Councillor (Cllr. Cole)

No report (purdah).

17/065 Minutes of the Ordinary meeting of 28th March 2017 to be approved and signed.

It was proposed by Cllr Kessell, seconded by Cllr Baker that the Minutes of the

meeting of 28th March 2017 be approved and signed as a true and correct record by the Chairman, carried.

The above was duly **resolved**.

17/066 Matters Arising

- a. 17/049b – S106 money from Legacy of £33,748 received on 31st March 2017.
- b. 17/054- Flying Fish request to purchase land on Kelliers.
Clerk confirmed Flying Fish had been told of the Parish Council’s decision not to sell any land.
- c. 17/036 Election- Clerk to email out new Register of Interest Forms.
- d. Cemetery Wall- Contractor has stated he will commence build at the end of April.

17/067 Finance

- a. Accounts: as presented to be approved for payment.

Chq No	Chq No	Chq No	Chq No
4124	Kernowek Gardeners Ltd - Cemeteries & Open spaces	£296.50	£1,779.00
4125	Mr K Pritchard- Cemetery		£133.33
4126	Trevithick Supplies- handyman sundries	£1.17	£7.03
4127	Biffa- bin lift	£10.00	£60.00
4128	Laura Pellow- Youth Worker (1 term)		£1,000.00
4129	Drew Memorials- Headstone maintenance	£743.00	£4,458.00
4130	Mr A Inglefield- Play inspections		£92.00
4131	Trident Security- Alarm Repair	£14.00	£84.00
4132	St Austell Trophies- Salver	£10.00	£60.00
4133	Edyvean Printers- Annual Assembly & ERB Book	£7.80	£46.80
4134	The Letterbug- Honorary Service Boards		£135.00
4135	Playsafety Ltd- Annual Play Inspection	£45.50	£273.00
4136	CALC- Membership	£128.27	£1,083.88
4137	Royal Mail- NDP	£0.16	£0.94
4138	Cormac- grass cutting	£18.23	£109.37
4139	Shaw & Sons- Minute book	£15.20	£91.19
4140	A Kendall- refund for postage & phone.		£104.21
4141	CDA Solutions- CCTV	£1,017.00	£6,102.00
4142-43	Salaries & expenses (inc hmrc & pension)		£2,076.90
4144	NTServices- Heather Meadow		£495.00
	Total		£18,191.65

Budget statement circulated.

Proposal to approve payments by Cllr Baker, seconded Cllr Dixon, unanimous.
The above was duly **resolved**.

Clerk advised members that the CCTV was all in situ and equipment in place but due to waiting for the ducting to be put across the path not all cameras were operational, although this is not the fault of CDA.

- b. To approve Annual Governance Statement.
Circulated with the agenda.
Proposal by Cllr Hopkins to approve the Annual Governance Statement, seconded Cllr Tyler, unanimous.
The above was duly **resolved**. Annual Governance Statement signed by the Chairman as a true and correct record.
- c. To approve End of Year Accounts.
Circulated with the agenda.
Proposal by Cllr Hopkins to approve End of Year Accounts, seconded Cllr Baker, unanimous.
The above was duly **resolved**. End of Year Accounts signed by the Chairman as a true and correct record.

17/068 Safeguarding Training- report from Cllr Bunyan and action needed (if any) regarding Youth Club.

The Chairman explained the Parish Council will need a Safeguarding Policy and he stated it was also important Councillors safeguard themselves and try to ensure, on site visits, 2 members were in attendance. A Lone-working Policy is also needed; it was **agreed** Cllr Hopkins and the Clerk to facilitate. Regarding the Youth Clubs a Letter of Assurance is needed by paid staff and volunteers, which states they have undertaken Enhanced DBS checks. Due to data- protection we are unable to hold DBS check forms on file; the Clerk to provide a template letter for staff and volunteers to sign.

17/069 To seal Exclusive Right of Burials

Proposal by Cllr Cocks to seal ERB Indian Queens Cemetery 194 and St Enoder Cemetery 168, seconded Cllr Dixon, carried.
The above was duly **resolved**.

17/070 CORRESPONDENCE - Cornwall Council

- a. None

17/071 CORRESPONDENCE – General

Cllr Hopkins left the room.

- a. Request to use Youth Club Building by St Enoder Pantomime.
St Enoder Pantomime requires the building as they wish to hold a fundraising event.
Proposal by Cllr Bunyan to allow St Enoder Pantomime to use the building but request they do not hold a car boot sale as we do not want the grass churned up, seconded Cllr Cocks, carried.
The above was duly **resolved**.
Cllr Hopkins re-entered the room.
- b. Thank you from Shelter Cornwall re grant- noted.
- c. Thank you from Cruse Bereavement Cornwall re grant- noted.
- d. Thank you from Wesley Pre-school re grant-noted
- e. Indian Queens Power Station Quarterly Report.
Circulated with the agenda- noted,
- f. Correspondence Cornwall Waste Forum email info
Circulated with the agenda- declined invitation.

17/072 Items for the next Agenda.

None

There being no further business the meeting was closed at 8.15pm.

Chairman.....

Date.....