

**MINUTES** of the **ORDINARY MEETING** of the St. Ender Parish Council held on **Tuesday 26<sup>th</sup> January 2016** in the Fraddon Village Hall at 7pm

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**PRESENT:** Cllr. M Hopkins (Chairman)  
Cllrs P Cocks, J Baker, R Brawn, D Cole, M Bunyan & C Dixon.  
Police PCSO Burgess.

**APOLOGIES:** Cllrs M Morcom, J Pickles, M Kessell, D Hearl & J Austin.

**16/001 Declarations of Interest (in agenda items) both Pecuniary & Non-pecuniary under the Code of Conduct.**

None declared.

**16/002 To resolve new date for applications to fill Cllr vacancy.-Chris Watts resignation.**

The Chairman read out Mr Watts's letter of resignation.

Proposal by Cllr Baker to write a letter of thanks for his time served on the Council, seconded Cllr Brawn, unanimous.

The above was duly **resolved**.

Proposal by Cllr Cole to co-opt against the 2 vacancies at the March meeting, seconded Cllr Brawn, unanimous.

The above was duly **resolved**.

**16/003 Police Report**

PCSO Burgess in attendance.

PCSO Burgess reported 9 crimes had been recorded this month, down on the 16 crimes recorded for the same period last year. These include drink driving, criminal damage, theft, failure to stop after an accident, common assault & modern slavery. PCSO Burgess confirmed that cars parked on a double yellow line are a civil enforcement matter unless it is causing an obstruction.

Issues with health & safety during the building work at the Indian Queens School were raised; PCSO Burgess stated the police were fully aware.

**16/004 Public Session**

No public present.

**16/005 Planning Matters**

*Cllr Baker took the Chair.*

**a. Planning Applications.**

- i. PA16/00052\_1 Matthew Close, Moorland Road, Indian Queens- Porch extension.  
Site visit taken place.

Proposal by Cllr Dixon to support the application as there is sufficient garden remaining, seconded Cllr Baker, carried with 2 abstentions.

The above was duly **resolved**.

- ii. PA15/10902 Melbur Quarry, Summercourt, Newquay, Cornwall TR8 5UA. Application for prior approval for permitted development for land at Melbur Quarry to process mineral waste to produce secondary aggregates using mobile screening equipment.

- iii. PA15/10802 Aggregate Industries At Melbur Blockworks, Summercourt, Newquay, Cornwall TR8 5UA. Prior approval for the erection of a ready mixed concrete plant and

ancillary facilities.

Melbur applications considered together.

Proposal by Cllr Brawn to make no comment at this stage but request proposed conditions are emailed to the Parish Council before final decision is made, seconded Cllr Bunyan, carried with one abstention.

The above was duly **resolved**.

*Cllr Cole did not vote on the above applications due to being a Cornwall Councillor.*

**b. Decisions and Appeals**

- i. PA15/09670 Dennis May & Sons Wheal Remfry China Clay Works, Stamps Hill, Indian Queens. Submission under Class 17B under GPDO for the processing, crushing and screening of aggregates secondary of china clay production for commercial sale.
- ii. PA15/10562 Rosewyn Farm, Carnego Lane, Summercourt, Newquay, Cornwall. Convert existing barn to games room and store for existing holiday units with new first floor unit over to provide accommodation for a dependent relative- planning officer wishes to refuse, to resolve.

Proposal by Cllr Cocks to keep the Parish Council's support but not take the application to committee, seconded Cllr Baker, 3 for, 3 against, 1 abstention, carried by Chairman of Planning's casting vote.

The above was duly **resolved**.

**c. Enforcement report**

- i. EN16/00017 Little Ennis, Barton Lane, Fraddon. Enlargement of existing garage.
- ii. EN16/00019 Land South of Little Ennis, Barton Lane, Fraddon. Removal of hedgerow to create an access with hard standing, stationing of 3 shipping containers, boats, cars and plant machinery, running a business from site. Also erection of garage adjacent to the property.

*Cllr Hopkins took the Chair*

**16/006 Report of Cornwall Councillor**

Report circulated prior to the meeting; full report available on the website.

Cllr Cole requested a letter of support from the Parish Council regarding his proposed Highway Schemes (report item 14).

Proposal by Cllr Cocks to send a letter of support seconded Cllr Brawn, unanimous.

The above was duly **resolved**.

Cllr Baker queried how many refugee families will be housed in the Parish; Cllr Cole confirmed 3 or 4 families were going to be housed in Cornwall but their exact location was not known.

**16/007 Minutes** of the Ordinary meeting of 8<sup>th</sup> December 2015 to be approved and signed.

It was proposed by Cllr Brawn, seconded by Cllr Dixon that the Minutes of the meeting of 8<sup>th</sup> December 2015 be approved and signed as a true and correct record by the Chairman, carried.

The above was duly **resolved**.

**16/008 Matters Arising**

- a. 15/213- Cemetery extension.

Clerk reported the money held by the solicitor will earn interest until completion.

**16/009 Finance**

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

Chq No	Payee	VAT	Amount
3836	EDF- IQ Rec	£2.82	£59.15
3737	Cormac- grass cutting	£18.23	£109.37
3838	Aquarod- IQ Rec Lane blockage	£50.00	£300.00
3839	SWW- IQ Rec & Cem		£58.42
3840	CIS - Handyman safety clothing/boots	£35.78	£214.67
3841	SeaDog IT- Domain name renewal		£15.00
3842	Staples- admin supplies	£17.19	£103.13
3843	Trevithick Supplies- Handyman sundries	£6.57	£39.42
3844	Travis Perkins- wood & coping stones	£11.16	£66.98
3845	Investec- photocopier	£23.25	£139.48
3846	Aquarod- IQ Rec Lane blockage	£110.00	£660.00
3847	Cormac- grass cutting	£18.23	£109.37
3848	Mr K Pritchard- Cemetery		£133.33
3849	Mr A Inglefield- Play inspections & repairs		£92.00
3850	Kernowek Gardeners Ltd - Cemeteries & Open spaces	£193.00	£1,158.00
3851	Postage		£50.00
3852-3853	Salaries & expenses	£4.40	£2,172.87
3854	Trident Security- CCTV repair	£7.00	£42.00
	<b>Total</b>		<b>£5,523.19</b>

Proposal to approve payments by Cllr Bunyan, seconded Cllr Baker, carried.

The above was duly **resolved**.

Budget statement & bank reconciliation circulated.

- b. To note date of Audits- Compliance 16<sup>th</sup> February & End of Year 25<sup>th</sup> April- noted.
- c. Report back from SLCC branch meeting & appoint external auditor.

New procurement legislation from 1<sup>st</sup> April 2016 affecting contracts/tenders above £25,000, training has been requested. Also additional legislation regarding VAT, training is to be provided.

Cornwall Council has approved Parish Councils use of their training, direct access via the portal, although this is not up and running yet, envisaged live by June.

Employees' salaries must not be itemised on the minutes (data protection legislation).

The Audit Commission ceased on 1<sup>st</sup> April 2015 and a new company- Small Authorities Audit Appointments Ltd has been created this week. This company will formally appoint external auditors on our behalf, much as the Audit Commission did, for a five year period from the financial year 2017/18. This will happen automatically unless the Parish Council resolves to opt out.

Proposal by Cllr Baker not to opt out, seconded Cllr Dixon, unanimous.

The above was duly **resolved**.

**16/010 Public toilet-** to consider CCTV quote and securing; to approve any assoc. expenditure. The public toilet has been changed for a toilet that can be bolted down and is emptied through the toilet.

The handyman has bolted the toilet down using wooden plinths, steel and postcrete. It was **agreed** to monitor the situation and take no further action at this stage.

**16/011 Update on land purchase re Indian Queens Cemetery Extension** –update on situation, to resolve spec. for stock proof fence.

Update circulated with agenda; 3 months for installation of stock proof fence, gate and path agreed, also 12 months access over current lane for construction of Cornish hedge.

Proposal by Cllr Cole to approve amendments, seconded Cllr Dixon, unanimous.

The above was duly **resolved**.

Proposal by Cllr Cole to obtain quotes for fencing (3 strands of barbed wire with posts), hardcore and gates also hedging and change of use consent so we are ready once completion has taken place, seconded Cllr Baker, unanimous.

The above was duly **resolved**.

**16/012 Report from General Purposes Meeting of 12<sup>th</sup> January 2016.**

Report circulated with agenda- noted.

**16/013 Well on Recreation Ground Lane-** report back from Aquarod re causes of blockage.

Report from Aquarod not received; Clerk confirmed the pipe was blocked with roots.

Aquarod did manage to drill a hole through the roots to allow the water to flow but it is not clear and the pipe is cracked in several places so ingress will occur again.

To wait until official report received from Aquarod; re-agenda for next month.

**16/014 Report back to members on meeting with Monsterplay**

Cllr Cole explained the scheme to members, he is very impressed. The surfacing is wet pour some speckled and the designs are blocks of colour. Fencing is galvanised powder coated, guarantee is 25 years. The large Hickory Unit is fully DDA compliant along with the basket swing allowing parents to accompany their children. No money has to be paid until the Parish Council is fully satisfied there are no faults; this company will pay for an independent inspection (ROSPA or similar) and any faults will be put right before payment.

Next step is a public meeting to move this project forward. Proposal by Cllr Brawn, Cllr Cole & the Clerk arrange a public meeting, seconded Cllr Baker, unanimous.

The above was duly **resolved**.

**16/015 Transfer of Land to the Parish Council- Play space, Fair View Park St Columb Road**

Paperwork circulated with the agenda.

Cllr Cole explained this transfer includes £16,000 (£10,000 for Indian Queens Rec, £3,500 to SITA if grant application successful and £2,500 for landscaping/planting).

Proposal by Cllr Bunyan to use Roger Taylor, from Wellers Law Group, to act on behalf of the Parish Council, and Cllr Cole, Clerk and Handyman to site visit to cost out landscaping, seconded Cllr Dixon, unanimous.

The above was duly **resolved**.

**16/016 Annual Review of Standing Order & Financial Regs**

Standing Orders & Financial Regs circulated with the agenda.

Proposal by Cllr Cocks Standing Orders & Financial Regulations reviewed and no amendments made, seconded Cllr Baker, unanimous.

The above was duly **resolved**.

**16/017 Update re defibrillators**

The maintenance invoices for the 3 defibrillators will be invoiced direct to the Parish Council at £300 each, an additional defibrillator will be installed soon in Chapel Town, therefore the Parish Council will need to budget £1,200 per year.  
It was **agreed** not to place a Parish Council logo on the machines.

**16/018 Update re floodlights Indian Queens Rec-** to approve expenditure for trench, if necessary.

Clerk has not managed to get hold of the electrician therefore does not know if the gland pack has been fitted; to defer to next month.

**16/019 CORRESPONDENCE - Cornwall Council**

- a. Town Parking Review- noted.
- b. Consultation re further significant changes to Cornwall Local Plan- consultation 25<sup>th</sup> Jan- 7<sup>th</sup> March- noted.

**16/020 CORRESPONDENCE – General**

- a. Wesley Pre-school plans- noted; Cllr Cole stated raising the funds still had a long way to go.
- b. Training on Auto enrolment pensions 11<sup>th</sup> February- noted
- c. SLCC Conference 9<sup>th</sup> March – Proposal by Cllr Cocks to pay half fees for Clerk to attend, seconded Cllr Baker, unanimous.  
The above was duly **resolved**.
- d. Indian Queens School- correspondence re dangerous practices - noted.
- e. Wesley Pre-school- Dog waste initiative- letter summarised, Wesley Pre-school proposes to spray a florescent circle around all dog waste, hoping to shame owners. Cllr Cole stated he had reported the problem to the Dog Warden, and a pavement clean is scheduled within 14 days.  
Proposal by Cllr Brawn to respond we share their concerns & support Cllr Cole in his endeavours to clean up, but will not contribute to the cost of the spray, seconded Cllr Baker, unanimous.  
The above was duly **resolved**.
- f. Summercourt & District Garden Club- Daffodil bulb planting.  
The group has obtained a license from Highways to plant the grass verges.  
Proposal by Cllr Dixon to support the scheme, seconded Cllr Hopkins, unanimous.  
The above was duly **resolved**.
- g. Indian Queens Power Station Quarterly report- noted
- h. Purchase of cremation plot- sign ERB
- i. Proposal by Cllr Baker to seal ERB 183 for Indian Queens Cemetery, seconded Cllr Cocks, unanimous.  
The above was duly **resolved**; ERB signed.

**16/021 Agenda Items for the next Meeting.**

Honorary Service Award, approve Cllr Morcom absence (health reasons)

There being no further business the meeting was closed at 8.48pm.

Chairman.....

Date.....