

MINUTES of the **ORDINARY MEETING** of the St. Ender Parish Council held on **Tuesday 27th June 2017** in the Fraddon Village Hall at 7pm

PRESENT: Cllrs M Bunyan, M Hopkins, D Cole, P Cocks, D Hearl, C Parkyn, C Cowburn, G Lobb, M Tyler, J Bullock & R Wimberley.

APOLOGIES: Cllrs M Kessell, J Baker & C Dixon.

17/098 Declarations of Interest (in agenda items) both Pecuniary & Non-pecuniary under the Code of Conduct.

Cllr Parkyn declared a non-pecuniary interest in application PA17/04874 (work colleague)

17/099 Police Report

Written report circulated before the start of the meeting. PC Lenton in attendance.

Reported crimes this month is 19, same period last year was 11.

5 driving offences, 3 communication offences, 2 criminal damage, 4 theft and harassment, 4 others.

Speed Watch initiative has recently been carried out in conjunction with Indian Queens School. A number of vehicles pulled over and questioned by the children.

Cllr Hopkins took the Chair.

17/100 Planning Matters

a. Planning Applications.

Cllr Parkyn left the room.

- i. PA17/04874 Workshop, Little Halloon Farm, Moorland Road, Indian Queens, TR9 6HF. New extension to existing garage workshop, providing new spray booth and improved workshop provisions.

Applicant present, site visit taken place.

Proposal by Cllr Bunyan to support the application as it is not detrimental to neighbours and supporting a local business, seconded Cllr Lobb, carried with 1 abstention.

The above was duly **resolved**.

Cllr Parkyn re-entered the room.

- ii. PA17/04448 59 Tremear Green, St Columb Road, TR9 6RB. Convert attached single storey garage into living space (an open plan kitchen/diner).

Site visit taken place.

Proposal by Cllr Hearl to support the application as it is in keeping with other conversions already approved in the area, seconded Cllr Parkyn, carried with 1 abstention.

The above was duly **resolved**.

- iii. PA17/01158 Land North East Of Carony, Moorland Road, Indian Queens, TR9 6NE. Construction of 2 open market detached properties and 4 two bedroom affordable units with associated parking and amenity space.

This application has been withdrawn – however as residents and interested parties were present it was decided to allow discussion and comments to inform

a decision on any future or resubmitted application, but no resolution would be made. A site visit had taken place, applicant also in attendance.

Resident raised objections regarding the access road which they said is 2.9m wide at its widest point, recommendation for safe access width is 3.1m. The proposed site is designated recreation land in the emerging NDP. Also raised objections regarding removal of hedgerows and trees.

Cllr Bunyan reported the access was very narrow. As it is an exception site it would need to be affordably led, the withdrawn application is not policy compliant as the open market housing occupies more than half of the site. Another resident also raised objections regarding access, the effect on wildlife and increased risk of flooding.

Applicant had emailed Cllr Cole, as Cornwall Cllr, regarding the potential of joining the Parish Council owned land either side of the site. No suggestions from the applicant was made how this could be achieved but requested the Parish Council state how this could be achieved. Due to this potentially being a financial item and not on the agenda this could not be discussed and the Chairman requested it is placed on the next Planning Agenda.

Applicant thought this was to be discussed tonight but as there were no suggestions for the Parish Council to consider on a non-prejudice basis this was not possible.

Clerk to seek legal advice from CALC.

- iv. PA17/01654/PREAPP Aviary, Brighton, Grampond Road, Truro, Cornwall TR2 4HD. Pre-application advice for proposed siting/construction of three holiday units.

Site visit taken place.

Proposal by Cllr Hopkins to comment on a non-prejudice basis that the Parish Council would potentially be supportive of the scheme providing the existing derelict buildings were cleared, seconded Cllr Hearl, carried with 1 abstention. The above was duly **resolved**.

Cllr Cole did not vote on any of the above applications due to being the Cornwall Councillor.

b. Decisions and Appeals

- i. PA17/02500 The Stables Caravan Park, Pit Lane, Higher Fraddon, Fraddon, St Columb. Application for an extension to day room- withdrawn.
- ii. PA17/03730 Land South Of 1 Little Harvenna, Higher Fraddon, Fraddon, Cornwall. Construction of proposed dwelling (approved under PA14/09873)- approved.
- iii. PA17/03125 Land SSE of Letcherville, My Lords Road, Fraddon. Construction of 5 infill dwellings with off road parking- approved.
- iv. PA17/03685 19 Sycamore Gardens, Summercourt. New 2 storey rear extension- approved.
- v. PA17/04548 3 Glantis Crescent, Indian Queens. Notification of prior approval for a proposed conservatory- prior approval not required.
Cllr Lobb declared a pecuniary interest and left the room (family member)
- vi. PA17/03619 Whitecross Farm (5 day notice). Parish Council had raised objections to this application but the planning officer wishes to support. Proposal by Cllr Hearl to agree to disagree, seconded Cllr Bunyan, carried with 2 abstentions.

The above was duly **resolved**.

Cllr Lobb re-entered the room.

c. Enforcement report

- i. None
- d. Pre-planning letter re possible development adjacent to Parka Road.
The area in question is not marked on the emerging NDP as building land. Cllr Cowburn queried the NDP consultation responses and it was confirmed residents did want the green areas between the Villages not developed. The NDP has sufficient housing allocation up to 2030, although a review is scheduled for 2021 to see if all approved plans are being built out. Proposal by Cllr Hopkins to respond that the current emerging NDP has sufficient housing supply until 2030, although a review will take place in 2021. At present the Parish Council would not be inclined to support development in this area, seconded Cllr Cocks, carried.
The above was duly **resolved**.
- e. Update re Carvynick (for info only)
Cllr Cole reported Kingsley Developers had had a meeting with the corporate director at Cornwall Council, then a meeting with the senior planning officer, following these meetings Phil Mason had visited the site. Kingsley Developers wish to lift the holiday conditions but still run it as a holiday park. Cornwall Council have looked to see if this could be managed through conditions. Phil Mason has stated he would expect mitigation of £50,000 open space money, footpath/pavement from the top of the lane to Summercourt and affordable public access to facilities.
This relates to existing buildings only and not the lodges, which have permission but most of which are yet to be constructed.
Some properties it is claimed would be able to be full-time residential at present via a CLUED application.
To agenda for discussion at Planning Meeting.
Cllr Bunyan took the Chair.

17/101 Public Session

Resident stated St Stephen in Brannel Parish Council has AQM (Air Quality Monitor) but St Enoder Parish Council do not, with the school being 1 mile from the incinerator and the smoke coming over St Enoder she felt it was essential. Resident requested St Enoder request funds from either grants or crowdfunding to install an AQM. Cllr Cole reported at the China Clay Area Network Meeting this will be discussed, and St Stephen in Brannel results reported. It was **agreed** to place on the next agenda for a report back from the China Clay Network meeting before consideration.

17/102 Report of Cornwall Councillor

Report circulated prior to the meeting; full report available on the website. Cllr Cole reported there are several Cornwall Council consultations live, 2 of which effect St Enoder Parish. Firstly the Mineral Safeguarding consultation has residential properties in the buffer and would recommend the Parish Council asks for these to be removed. Proposal by Cllr Cole, the Parish Council responds to this consultation requesting St Enoder residential areas are removed from the buffer zone, seconded Cllr Hearl, carried.

The above was duly **resolved**.

Secondly, The European Terrestrial Sites Mitigation Supplementary Planning Document. This involves a surcharge on new properties in Summercourt, to pay a surcharge towards mitigation of dog mess on Penhale Sands Special Area of Conservation (Perranporth). Each new house would be expected to pay between £350 & £400. We have our own area of Special Interest, Goss Moor.

Proposal by Cllr Hearl to object to this proposal, seconded Cllr Cowburn, carried.
The above was duly **resolved**.

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

17/103 Post Office Fraddon-update on situation.

Cllr Hearl declared a non-pecuniary interest and left the room (committee chairman)

Cllr Cole reported a meeting had been held with the Victory Hall Committee, Post Office Ltd and the sub-postmistress from Summercourt. It was agreed two 3 hour sessions would be held in the ante-room per week. Kingsley Developers have kindly agreed to fund the first 12 months, Mr Marshall stated they were also holding the counter and signage.

Proposal by Cllr Hopkins to send a letter requesting the finance and thank Kingsley Developers for funding the Post Office, and support Cllr Cole with his meeting with the new owners of Kingsley Village to try and find a permanent solution, seconded Cllr Cowburn, carried.

The above was duly **resolved**.

Cllr Hearl re-entered the room.

17/104 Minutes of the Annual meeting of 16th May 2017 to be approved and signed.

It was proposed by Cllr Hearl, seconded by Cllr Hopkins that the Minutes of the meeting of 16th May 2017 be approved and signed as a true and correct record by the Chairman, carried.

The above was duly **resolved**.

17/105 Matters Arising

- a. 17/093 – Repairs to Indian Queens Rec. play equipment- all repairs completed and equipment re-installed.

17/106 Finance

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

Chq No	Payee	VAT	Amount
4161	Viking- Admin supplies	£7.78	£46.67
4162	Biffa- Bin lift	£10.75	£64.51
4163	Cormac- grass cutting	18.23	109.37
4164	Mr K Pritchard- Cemetery		£133.33
4165	Lilmar Decorators- Changing Rooms		£415.60
4166	Mr A Inglefield- Play inspections		£115.00
4167	Fraddon Millennium Green- grant		£2,200.00
4168	Indian Queens Dance Festival- grant		£600.00

4169	Mr M Bunyan- Chairman's Allowance		£350.00
4170	Mr R Larter- Internal Audit		£200.00
4171	A Kendall- refund for postage & phone.		£108.04
4172-4174	Salaries & expenses (inc hmrc & pension)		£3,852.57
4175	NJT Services- remove tree from footpath		£80.00
4176	Mr N Mountifield- remove tree from footpath		£80.00
4177	Kernowek Gardeners Ltd - Cemeteries & Open spaces	£296.50	£1,779.00
4178	Lanier -Photocopier	£15.16	£90.95
4179	Cornwall ALC- Training Cllr Bullock £30 Clerk £15 (1/2)	£7.50	£45.00
4180	Indian Queens Victory Hall- NDP		£40.00
4181	SWW - IQ Cem (£15.04) & IQ Rec (£71.84)		£86.88
4182	EDF- IQ Rec	£3.48	£73.08
	Total		£10,470.00

Proposal to approve payments by Cllr Hearl, seconded Cllr Hopkins, carried.
The above was duly **resolved**.

Budget statement circulated.

- b. Internal Auditor Report & accompanying Clerk's Report, to review and consider recommendations.

Recommendation: Clerk and Councillor to contact insurance company to obtain up to date valuation on assets, once completed bring to Full Council for approval & adoption.

Recommendation: Clerk to present the Internal Control member with paperwork requested by them, and the member to report back to Full Council at least quarterly.

Recommendation: Agenda item each month for 'Risk Assessment noting and to approve/ratify recommendations or action taken'.

Proposal by Cllr Tyler to approve the above recommendations as written to address concerns raised by Internal Auditor, seconded Cllr Parkyn, carried.

The above was duly **resolved**.

Proposal by Cllr Hearl monthly banking of cheques is adequate and cost effective, seconded Cllr Lobb, carried.

The above was duly **resolved**.

Proposal by Cllr Hopkins to delegate Handyman's contract of 12 hours per week to the Finance Committee, as if he is regularly doing extra this may need changing, seconded Cllr Hearl, carried.

The above was duly **resolved**; Clerk reported during the winter months 12 hours a week was probably adequate but it was in the summer he exceeded this amount due to weed spraying, public seat & play equipment maintenance.

- c. End of Year Accounts submitted for External Audit and Exercise of Public Rights published- noted.

- d. Update from Cllr Bullock re Finance Training.

Clerk reported the finance training outlined the Statutory Duties of The Council. VAT was also discussed and the difference between business and non-business when it comes to claiming VAT back.

e. *Urgent* financial.

Clerk's laptop had stopped working at the start of the meeting.

Proposal by Cllr Hearl if the laptop continues not to work to obtain repair or if unrepairable to purchase a new laptop so the business of the Parish Council is not interrupted for an extended period, seconded Cllr Cocks, carried.

The above was duly **resolved**.

17/107 Safeguarding Policy & Lone Working Policy- to review and adopt.

Draft policies circulated previously.

Proposal by Cllr Bunyan to defer adoption to the next meeting to allow Cllr Hearl & Cllr Hopkins to consider the draft policies, seconded Cllr Hopkins, carried.

The above was duly **resolved**.

17/108 Report from General Purposes Meeting.

Report circulated with the agenda.

17/GP05- It was agreed to delay the fixing of the granite quoins until the gate had been fixed, or removed, to allow vehicle access onto the field. Cllrs to site visit and to place on the next Full Council Agenda.

17/109 Risk Assessments- to review Play Area Risk Assessments and approve recommendations (if any) and approve assoc. expenditure.

Annual Play Inspection circulated with the agenda.

Repairs needed to Indian Queens Play Area have been carried out under guarantee.

The play equipment at Thomas Playing Field is on the handyman's list of duties for painting (as agreed by GPC).

Proposal by Cllr Cowburn to note the risk assessments and note recommendations completed/in hand, seconded Cllr Cocks, carried.

The above was duly **resolved**.

17/110 Kelliers- to consider next stage- (Working Party, defer to GPC or Full Council site visit- risk assessment of the area needs to be carried out).

Cllr Cole reported a walking group is needed to record the area and mark fly tipping, wetland, knotweed etc.

Proposal by Cllr Cole to defer Kelliers and earmarked budget to GPC and in the meantime he will carry out a survey with Cllr Hearl, seconded Cllr Cocks, carried.

The above was duly **resolved**.

17/111 Parish Council Facebook Page- to consider present settings.

Query raised whether a Facebook Page was actually needed, it was felt it was beneficial for getting news out quickly to a lot of people. CALC recommends using as a news feed only to stop negative comments.

Proposal by Cllr Bunyan, Cllr Cowburn & Cllr Bullock review the current Facebook page including the settings and bring recommendations to Full Council next month, seconded Cllr Cocks, carried.

The above was duly **resolved**.

17/112 Goonabarn Clay Pigeon Shoot & Rifle Range-update.

Cllr Cole reported he had spoken to the Enforcement Officer who stated the 28 days permitted without planning permission had been used for this year, each day the infrastructure is in place it counts towards the total, it is not just the days the shoots take place. Cornwall Council are in the process of serving a Notice stating they cannot do any more activities until a formal planning application is submitted. Noise monitoring is ongoing.

Cllr Cole reported the hedge removals referred to at a previous meetings, the officer is continuing to investigate, even though it is marked case closed.

17/113 Aqua Source – update following site visit re: fly tipping and a request to move fence in.

Cllr Bunyan reported a site visit had taken place. Aqua Source have been removing the fly-tipping free of charge but can't continue.

Aquasource have requested to move the metal gate they currently have mid-way down the lane to the top of the lane, they stated they would give the gate code to landowners who require access to fields. Also request to move wooden fence in to allow access by larger lorries, without having to go onto the roundabout to turn, this will not need the removal of any trees.

Proposal by Cllr Cocks to approve both requests, seconded Cllr Lobb, carried. The above was duly **resolved**.

17/114 Junior Youth Club- request to install painted tyre planters and attach trellis to sides of building for climbing plants (possibly roses).

Proposal by Cllr Cowburn to approve both requests, seconded Cllr Tyler, carried. The above was duly **resolved**.

17/115 School traffic-Cllr Parkyn to update Parish Council on recent accident and to consider action by Parish Council (if any)

Cllr Parkyn updated members on a recent accident involving school traffic and moped user on The Drang.

Proposal by Cllr Hopkins to note, Cllr Cole to feed through to Cormac, seconded Cllr Cocks, carried.

The above was duly **resolved**.

17/116 To seal Exclusive Right of Burials

Proposal by Cllr Cole to seal ERB 195 for Indian Queens Cemetery seconded Cllr Hopkins, unanimous.

The above was duly **resolved**.

17/117 CORRESPONDENCE - Cornwall Council

a. Electoral Review update- to resolve Parish Council response to consultation. Letter from Boundary Review circulated with the agenda, responses required by 7th August.

Cornwall Council will be producing proposed Ward Boundary maps on 4th July, for both proposals 99 Cllrs (Cornwall Council), 87 Cllrs (Boundary Commission) to demonstrate the impact this will have.

Proposal by Cllr Hearl to defer to July Agenda when the maps will be available, seconded Cllr Cocks, *Cllr Hopkins requested recorded vote*,

For: Cllrs Bunyan, Hearl, Cowburn, Lobb, Parkyn, Wimberley, Bullock, Tyler,

Cocks & Hopkins.

Abstention: Cllr Cole.

The above motion was carried with 1 abstention and duly **resolved**.

17/118 CORRESPONDENCE – General

- a. Post Office petition forms- handed to Cllr Bunyan.
- b. Letter re Community Defibrillators- circ with the agenda.
Cllr Cole reported Fleet (our current provider) are looking to bring this back in house, it was **agreed** to keep on file until more information from Fleet is available.
- c. CALC Newsletters- noted.

17/119 Agenda Items for the next Meeting.

- Indian Queens Recreation Ground- vehicle access
- Report from China Clay Network Meeting re AQM
- Safeguarding & Lone Working Policies
- Facebook
- Boundary Review (number of Cornwall Cllrs)
- Risk Assessments

There being no further business the meeting was closed at 9.35pm.

Chairman.....

Date.....