

MINUTES of the **ANNUAL MEETING** of the St. Ender Parish Council held on **Tuesday 16th May 2017** in the Fraddon Village Hall at 7pm

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

17/073 Election of Chairman

Chairman Nominations:

Nomination by Cllr Cocks, Cllr Bunyan is elected Chairman for the ensuing municipal year, seconded Cllr Hearl, no other nominations, unanimous.

It was **resolved** that Cllr Bunyan be elected Chairman for the ensuing municipal year.

17/074 To receive the Chairman's Declaration of Acceptance of Office or, if the Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.

Cllr Bunyan signed the Declaration and accepted the position of Chairman.

17/075 Election of Vice Chairman.

Nomination by Cllr Hearl, Cllr Kessell is elected Vice-Chairman for the ensuing municipal year, seconded Cllr Cocks.

Nomination by Cllr Kessell, Cllr Baker is elected as Vice-Chairman for the ensuing municipal year, seconded Cllr Cowburn.

Paper ballot took place.

It was **resolved** that Cllr Kessell be elected Vice-Chairman for the ensuing municipal year.

17/076 To receive the Vice-Chairman's Declaration of Acceptance of Office or, if the Vice Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.

Cllr Kessell signed the Declaration and accepted the position of Vice-Chairman.

Cllr Wimberley joined the meeting.

17/077 Parish Councillors' Declaration of Acceptance, if a Councillor is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council- to confirm Declarations received before the start of the meeting.

The Clerk confirmed Declaration of Acceptance of Office had been made by all Councillors before the start of the meeting.

17/078 Declarations of Interest (in agenda items) and to complete forms for the Register both Pecuniary & Non-pecuniary under the Code of Conduct.

New Register of Interest forms circulated with the agenda, completed forms handed to the Clerk, 2 forms outstanding; Cllrs Kessell & Dixon.

Cllr Lobb declared a non-pecuniary interest in agenda item 8ai planning application PA17/03619 (friends).

Cllr Wimberley declared a non-pecuniary interest in agenda item 8aii planning application PA17/03685 (friends) & a pecuniary interest in agenda item 8av

planning application PA17/04111 (neighbour).

17/079 Apologies for Absence.

None

17/080 Police Report

Apologies received, written report circulated before the start of the meeting. 8 crimes recorded, 1 burglary, 1 theft, 1 criminal damage, 2 sending malicious communications (Facebook) 1 vehicle interference, 1 assault and 1 sexual assault.

The police are promoting the Alert System and asking people to register to receive alerts on crime in their area.

A speed watch campaign involving year 6 at Indian Queens School will be taking place shortly.

17/081 Planning Matters

a. Planning Applications.

Cllr Lobb left the room.

- i. PA17/03619 Whitecross Farm, Whitecross, Newquay, Cornwall TR8 4LW.
Conversion of existing building to a single residential building. (Revised design to application no. PA16/05426 dated 05/08/16.).
Proposal by Cllr Cocks to object to the application as it is out of keeping with the area & too large, although may support a building more in keeping with the cottages opposite, seconded Cllr Hearl, 7 for, 1 against & 5 abstentions, carried.
The above was duly **resolved**.
Cllr Lobb re-entered the room & Cllr Wimberley left the room.
- ii. PA17/03685 19 Sycamore Gardens, Summercourt, Newquay, Cornwall TR8 5EG.
New 2-storey rear extension.
Site visit taken place.
Proposal by Cllr Cocks to support the application, seconded Cllr Bunyan, carried.
The above was duly **resolved**.
Cllr Wimberley re-entered the room.
- iii. PA17/03719 1 Mowie Close, Indian Queens, St Columb, Cornwall TR9 6GD.
Proposed first floor side extension and single storey front porch extension.
Site visit taken place.
Proposal by Cllr Hearl to support the application, seconded Cllr Parkyn, carried.
The above was duly resolved.
- iv. PA17/03730 Land South Of 1 Little Harvenna, Higher Fraddon, Fraddon.
Construction of proposed dwelling (approved under PA14/09873).
Proposal by Cllr Hearl to support the application as it is a renewal of existing permission, seconded Cllr Hopkins, carried.
The above was duly **resolved**.
Cllr Wimberley left the room
- v. PA17/04111 Goonabarn Farm, Summercourt. Non material amendment to request that the plans noted on the original decision notice are included in a plans condition for decision PA13/00848.
Proposal by Cllr Hopkins to note the NMA, seconded Cllr Baker, carried.
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. PA17/00558/PREAPP Land North East Of Rosalin, St Francis Road, St Columb Road, Cornwall TR9 6QE. Pre-application advice for a 3 bedroom bungalow with associated car parking- closed advice given.
- ii. PA17/02096 Kingsley Village Access To The Travel Inn, Penhale, Fraddon TR9 6NA. Installation of 2 No. height restrictor car park barriers- approved.

c. Enforcement report

- i. EN17/00773 109 Kingsley Court, Fraddon. Erection of 7ft 5in fence adjacent to the Highway- pending consideration.
- ii. EN17/00686 Barn East of White Cross Cottage, Whitecross, Newquay. Caravan on land- case closed.

17/082 Public Session

No public present.

17/083 To resolve to adopt the General Power of Competence-members to consider criteria and consider to adopt.

Councillors considered the criteria for adopting the General Power of Competence (qualified clerk & 2/3rds of Councillors elected).

Proposal by Cllr Cole to adopt the General Power of Competence, seconded Cllr Kessell, unanimous.

The above was duly **resolved**.

17/084 Election of Council Committees etc. and representatives to outside bodies.

List circulated from 2016.

Proposal by Cllr Baker to appoint committees as per the amended list, seconded by Cllr Cocks, carried.

The above was duly **resolved**; attached to these minutes as Appendix 1.

To note: since the meeting Cllr Baker has requested to be removed from all Committees and Representative posts (except Planning Committee), therefore the list attached has been amended to reflect this

17/085 Report of Cornwall Councillor

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

Cllr Cole congratulated on his re-election as Cornwall Councillor.

Cllr Cole updated members on Cornwall Council; a leader is due to be elected on 23rd May. A coalition of the conservatives (largest party but not majority) and the independents has not happened.

Cllr Cocks requested information on Penhale Garden Enforcement, Cllr Cole to chase report.

17/086 Minutes of the Ordinary meeting of 25th April 2017 to be approved and signed.

It was proposed by Cllr Hearl, seconded by Cllr Dixon that the Minutes of the meeting of 25th April 2017 be approved and signed as a true and correct record by the Chairman, carried.

The above was duly **resolved**.

17/087 Matters Arising

- a. 17/062 – Cllr Cole stated he had made representations to Cornwall Council regarding the Parish Council not being informed of Q class developments.

17/088 Finance

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

| Chq No | Payee | VAT | Amount |
|-----------|---|---------|------------------|
| 4145 | Mr K Pritchard- Cemetery | | £133.33 |
| 4146 | Trevithick Supplies- handyman sundries | £0.83 | £4.98 |
| 4147 | Biffa- bin lift | £10.75 | £64.51 |
| 4148 | Mr A Inglefield- Play inspections | | £92.00 |
| 4149 | AED Locator (EU) Ltd- 2x defibrillators | £126.00 | £756.00 |
| 4150 | Cormac- grass cutting | £18.23 | £109.37 |
| 4151 | Fraddon Village Hall- rent | | £75.00 |
| 4152 | CALC- Training safeguarding (2 people) | £26.00 | £156.00 |
| 4153 | Lanier- photocopier | £6.28 | £37.67 |
| 4154 | A Kendall- refund for postage & phone. | | £55.29 |
| 4155-4156 | Salaries & expenses (inc hmrc & pension) | | £2,126.22 |
| 4157 | Zurich Municipal- Insurance | | £4,378.78 |
| 4158 | Mr N Mountifield- assist handyman re notice board | | £24.00 |
| 4159 | Kernowek Gardeners Ltd - Cemeteries & Open spaces | £296.50 | £1,779.00 |
| | | | |
| | | | |
| | | | |
| | Total | | £9,792.15 |

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

The above was duly **resolved**.

Budget statement circulated.

- b. Grant request Queens Rangers.

A grant request has been received by Queens Rangers to go towards purchasing new goals. This is being treated as urgent as due to legislation they need the new goals for the forthcoming season.

Proposal by Cllr Cole to grant the £400 requested, seconded Cllr Cowburn, unanimous.

The above was duly **resolved**; cheque 4160 issued for £400.

- c. Changing Rooms- correspondence re painting.

Correspondence received from the Queens Rangers offering to paint the inside of the Changing Rooms, free of charge, if the Parish Council supplies the paint. Clerk advised members there were funds in ear-marked reserves for the Changing Rooms.

Proposal by Cllr Cole to approve purchase of paint and take Queens Rangers up on their kind offer, seconded Cllr Cowburn, unanimous.

The above was duly **resolved**.

Mr Bates (football manager) has also requested a meeting with members to discuss the inadequate car parking; it was agreed to meet 10.30am Saturday 20th May, Clerk to email Mr Bates.

17/089 Post Office Fraddon- update

Cllr Cole reported a subsequent meeting had taken place with Post Office Ltd but there is no great change to the situation.

We are being asked where our preferred venue for Outreach is, Post Office Ltd have funding to install the necessary phone line, but this has to be a place which is able to provide the Outreach for an unlimited amount of time.

There are 3 options; Indian Queens Victory Hall, Fraddon Village Hall or the cake shop. The Outreach provider will be bringing merchandise so the cake shop is probably not a suitable location.

The petition is ongoing but until a suitable business is willing to take on a Post Office then the best we can hope for is an Outreach facility.

Proposal by Cllr Hopkins to approach the Victory Hall and ask if they can provide free or reduced rent, then to approach Kingsley Developers to enquire if they will fund, seconded Cllr Baker, carried with 1 abstention.

The above was duly **resolved**.

17/090 Safeguarding Policy & Lone Working Policy- to review and adopt.

Draft policies circulated with the agenda.

Cllr Hearl raised queries.

Proposal by Cllr Hopkins to defer adoption to the next meeting to allow Cllr Hearl to look at the draft policies, seconded Cllr Baker, carried.

The above was duly **resolved**.

17/091 Landscaping Fair View Park- to review quotes and approve assoc. expenditure.

3 quotes received, specification the same for all.

Quotes ranging from £2,000 to £2450; there is £2060 in ear-marked reserves for this project.

Proposal by Cllr Cocks to accept the cheapest quote at £2000, seconded Cllr Hearl, carried.

The above was duly **resolved**.

17/092 Website- members' information needs updating.

Request for a short summary for the members' information page, to be emailed to the Clerk for updating. Photographs also needed for some Cllrs. Cllr Baker volunteered her husband's services; he will attend the June Full Council meeting and take the necessary photographs.

17/093 Indian Queens Play Area-to report equipment broken and action taken.

2 pieces of equipment play equipment are damaged/broken; these were picked up on the safety inspections. Caloo have been contacted as the items are under guarantee. Caloo have stated they will be on site on 22nd May to repair the zip wire (brake spring broken), but the cantilever swing seat will be removed for investigation, this item the rope around the outside is loose and is causing a trap hazard.

17/094 To seal Exclusive Right of Burials

Proposal by Cllr Hearl to seal ERB 169 for St Enoder Cemetery seconded Cllr Baker, unanimous.

The above was duly **resolved**.

17/095 CORRESPONDENCE - Cornwall Council

- a. Local Council Planning Induction Training
Circulated with the agenda – Cllrs Parkyn, Cowburn and Lobb to attend Bodmin event,
- b. Code of Conduct Training.
Circulated with the agenda, Cllrs to contact the Clerk if they wish to attend any sessions.

17/096 CORRESPONDENCE – General

- a. Tour of Britain Cycle Race- update - noted.

17/097 Agenda Items for the next Meeting.

- Goonabarn Clay Pigeon Shoot & Rifle Range- update
- Internal Auditor Report
- Safeguarding & Lone Working Policies
- Facebook

There being no further business the meeting was closed at 9.15pm.

Chairman.....

Date.....

Appendix 1

Committees 2017

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| Planning Committee | Full Council |
| General Purposes Committee | Cllrs Hopkins, Bunyan, Hearl, Cocks, Cole, Kessell, Parkyn, Cowburn & Lobb. |
| Finance Committee | Cllrs Cocks, Hearl, Kessell, Bunyan, Cole, Tyler & Bullock. |
| Internal Audit Member | Cllr Hearl |
| Hon. Service Awards Working Party | Cllrs Cocks and Cole |
| Footpaths Officer | Cllrs Bunyan & Cowburn. |
| Tree Warden | Cllrs Bunyan & Cowburn |
| C.A.L.C. | |
| Fraddon Village Hall Committee | Cllr Hopkins |
| Summercourt Memorial Hall Committee | Cllr Dixon |
| China Clay Community Network Rep | Cllr Parkyn . |
| Fraddon Millennium Green Trust Nominated Trustee | - Cllr Cole |
| Rural Transport | - Cllr Hopkins |
| Newquay/Par Branchline (FoCAL) - | Cllr Hopkins |
| Imerys Liaison Committee | - Cllr Hopkins |
| CERC | - Cllr Cowburn & Cllr Tyler |
| Planning Rota | Cllrs Bunyan, Hearl, Kessell, Dixon, Hopkins, Cowburn, Parkyn, Bullock, Tyler, Lobb & Wimberley. |
| Standing Orders & Policies Committee | -Cllrs Hopkins, Cole & Kessell. |
| Neighbourhood Development Plan WP - | Full Council |
| Staffing Committee - | Cllrs Cocks, Bunyan, Cowburn & Kessell. |
| Safeguarding Officer- | Clerk |