

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

PRESENT: Cllrs M Bunyan, M Hopkins, D Cole, M Tyler, C Parkyn, D Hearl, P Cocks & C Cowburn.

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

ABSENT: Cllr G Lobb

17/197 Declarations of Interest (in agenda items) both Pecuniary & Non-pecuniary under the Code of Conduct.

Cllr Parkyn declared a pecuniary interest in agenda item 20, Wesley Forest School (employee of Wesley Pre-school).

Cllr Tyler declared a non-pecuniary interest in agenda item 20, Wesley Forest School (child attends)

Cllr Cowburn declared a pecuniary interest agenda item 18, Band owned land on Recreation Ground Lane (family member owns adjoining land)

17/198 Police Report.

No update.

Cllr Hopkins took the Chair.

17/199 Planning Matters

a. Planning Applications.

- i. PA17/09078 Land South West of 1 Leghorn Cottages, Goss Moor, St Columb. Application for Outline Consent with all matters reserved for the construction of a new dwelling and detached garage.

Site visit taken place.

Proposal by Cllr Hearl to object to the application as the Parish Council does not consider a dwelling in this location infill or rounding-off, seconded Cllr Parkyn, carried with 2 abstentions.

The above was duly **resolved**.

- ii. PA17/09274 Carvynick Golf & Country Club, Summercourt. Erection of barn for functions space for existing pub/restaurant business.

Site visit taken place.

Proposal by Cllr Cocks to support the application as it improves the facilities, seconded Cllr Hearl, carried with 2 abstentions.

The above was duly **resolved**.

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

b. Decisions and Appeals

- i. PA16/08050 Land West of Penare Farm, Higher Fraddon. Outline application for the development of two detached dwellings on land at Higher Fraddon, with some matters reserved- refused.

c. Enforcement report

- i. EN17/01989 31 Harvenna Heights, Fraddon. Alleged removal and replacement of retaining bank and building or extension for a laundry room- pending consideration.

- ii. EN17/1978 15 Tremear Green, St Columb Road. Alleged construction of

outbuilding on front garden- closed not expedient.

- d. PACE Forum Meeting- 21st November 5pm-9pm (formal forum 6pm-8pm).
Proposed development: Pre-application advice for proposed erection of 10 detached dwellings, the provision of a new vehicular access together with an internal layout road and new sewage treatment plant. Land to the east of Motor Showroom, Summercourt.
Cllr Cole explained this is the process where developers pay Cornwall Council for a Community Engagement event for pre-application. St Enoder Parish Council still needs to carry out the additional public consultation on preferred development land at the Summercourt end of the Parish for the Neighbourhood Development Plan, this will be completed before this date.

Cllr Bunyan took the Chair, and invoked SO 1a to bring forward items of public interest, agreed.

Cllrs Parkyn & Tyler left the room.

17/200 Forest School- to approve contract.

Clerk produced draft contract based on the current Lease with the Indian Queens Under 5's, although this Lease does seem to be over complicated for what is essentially letting land at £1 per year. Areas which need to be personalised to the Forest School highlighted.

Proposal by Cllr Cocks the Chairman and Clerk delegated to sort out the Lease, using this is a starting point, but confirm to the Wesley Forest School the Parish Council are happy for them to commence, seconded Cllr Hopkins, unanimous.
The above was duly **resolved**.

Cllrs Parkyn & Tyler re-entered the room.

17/201 Public Session.

No issues to raise.

17/202 Minutes of the Ordinary meeting of 26th September 2017 to agree & sign.

It was proposed by Cllr Cole, seconded by Cllr Hopkins that the Minutes of the meeting of 26th September 2017 be approved and signed as a true and correct record by the Chairman, carried.

The above was duly **resolved**.

17/203 Matters Arising

- a. 17/178- Boulders at the Kelliers will hopefully be replaced this week.
- b. 17/174 – Issues with traffic at Higher Fraddon and storage containers, Cllr Cole to liaise with Cornwall Council.

17/204 Cornwall Councillor report (including discussion on coverage of waste bins).

Report circulated via email prior to the meeting.

Cllr Hopkins complimented Cllr Cole on the Appeal submission statements.

Cllr Hearl reported the Post Office appeared to be well used, and reported the Post Office will be placing a sign to make people aware when they are there. Cllr Tyler congratulated Cllr Cole on his 20 years' service.

17/205 Finance

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

4230	Mr K Pritchard- Cemetery		£133.33
4231	Mr N Mountifield- replacement of chqs 3891 &3912		£55.00
4232	Kernowek Gardeners Ltd- grass cutting	£296.50	£1,779.00
4233	Mr A Inglefield- play inspections		£92.00
4234	A Kendall- postage & phone		£103.61
4235	Williams & Sons- Playing Field hedge	£10.05	£60.30
4236	Trevithick Supplies- cutting disc	£1.09	£6.55
4237	Biffa - Bin Lift	£13.44	£80.64
4238	Cormac Solutions Ltd- grass cutting	£18.23	£109.37
4239-4240	Staff Salaries inc. pension /hmrc		£2,091.05
4241	Mr K Pritchard- Cemetery		£800.00
		£339.31	£5,310.85

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

Budget statement & Qtr 2 Bank Reconciliation circulated.

- b. To consider transferring funds to spread the risk.

Clerk circulated info. from the recent Clerk's Conference regarding a Deposit Fund which yields 0.18% after fees and is instant access. At present the Parish Council are holding funds in Lloyds above the amount the FSCS will cover, this is due to the delay in works to the Cemetery extension.

Proposal by Cllr Tyler to transfer £100,000 into the Public Sector Deposit Fund, seconded Cllr Hearl, carried.

The above was duly **resolved**.

- c. WW1 Grant.

The grant of £7,500 is due into the bank imminently, therefore research can start on the project.

Proposal by Cllr Hopkins to delegate Cllr Cole and the Clerk to use the grant in line with the project objectives, seconded Cllr Cowburn, carried.

The above was duly **resolved**.

- d. Remembrance Wreaths

Proposal by Cllr Cole to purchase 6 wreaths, seconded Cllr Parkyn, carried.

The above was duly **resolved**.

17/206 Finance Committee Report and to approve recommendations from the report.

Recommendations:

- Burial fees are not increased for municipal year 2018-19
- Playing Field rents remain at £1 peppercorn rent.
- Allotment fees are increased to £37 and £31 (£2 on larger plots £1 on smaller plots) from Sept 2018.
- Handyman's salary is increased to £8.70 per hour from 1st April 2018.
- Clerk receives a salary increase of 1 SCP to SCP 29 from 1st April 2018.

Proposal by Cllr Hearl to note the report and approve above recommendations as written, seconded Cllr Tyler, carried with 1 abstention.

The above was duly **resolved**.

- Allotment field tenant is served notice and area goes out to tender.

Cllr Cowburn declared a pecuniary interest and left the room (potential tender

applicant if goes to tender).

Clerk reported that the original Grazing Licence has no finish date and could therefore be classed as a Tenancy as it has run for more than 2 years. Cllr Tyler stated the Parish Council would need to take legal advice before they served notice due to the letter that was sent from GP, and all actions requested have been carried out. Clerk produced a new draft Licence for consideration.

Proposal by Cllr Cole to refer this back to the Finance Committee, and for Cllr Tyler to look at the draft Lease to ensure all aspects are covered and send to the current occupier to ensure paperwork is up to date, not to serve notice at this time, seconded Cllr Tyler, carried with 1 against.

The above was duly **resolved**.

Cllr Cowburn re-entered the room.

17/207 Risk Assessments- to review Play Area Risk Assessments and approve recommendations (if any) and approve assoc. expenditure.

Play Area Risk Assessments, all recommendations already authorised (painting play equipment at Thomas Playing Field) Clerk reported the zip wire at Indian Queens is broken again- noted.

17/208 Parish Council Assets (valuation)- update on potential values.

To defer to next meeting.

17/209 Waste Bins-to consider current provision and suggestions for additional/removal in locations.

Cllr Cole circulated maps with the current waste bins highlighted. Discussion took place.

It was **agreed** additional bins were needed at the end of the Goss Moor Trail, by the old School in Indian Queens, Blue Anchor and Victory Hall/ Mission Church, at Summercourt end it was **agreed** additional bins were needed near the School & London Inn, Cllr Cole to report this to the Waste meeting.

17/210 Grass Cutting Tenders- current contracts expire 31st March 2018 (Old Cemetery & verges) 30th April 2018 (Indian Queens Cemetery & St Enoder Cemetery), to consider re-tendering or bring in house.

Discussion took place regarding pro and cons.

Proposal by Cllr Hopkins the Parish Council continues to go out to Tender to test the market and ensure best value, seconded Cllr Hearl, unanimous.

The above was duly **resolved**.

Clerk to chase Cornwall Council regarding taking over the closed churchyard grass cutting.

17/211 St Enoder Old Cemetery- to consider quotes for repairing boundary wall (if available) report back from Cllrs Hopkins and Cowburn re base of War Memorial, to approve any assoc. expenditure

Photographs of boundary wall and War Memorial base displayed.

Clerk reported she only had 1 quote for the boundary wall and due to the amount will need to obtain further quotes.

The base is cracked and weeds are growing through. Discussion took place regarding possibly placing edging and gravel around the War Memorial, another

suggestion was to power wash the base and Memorial, remove weeds and point the cracks.

Proposal by Cllr Hearl to power wash, remove weeds and point, seconded Cllr Hopkins, unanimous.

The above was duly **resolved**.

17/212 Church Lane-update on ownership query- referred from GPC

The Clerk has spoken to John James (Church Warden) who has said the Lane does not fall under Church ownership, Clerk has requested a copy of the Deeds to verify as the Church is not registered with Land Registry either.

Proposal by Cllr Hearl, the Parish Council registers the Lane as we have maintained it for years, seconded Cllr Cocks, carried.

The above was duly **resolved**.

17/213 Defibrillator – to consider new service provider and approve assoc. expenditure

The Clerk has checked previous invoices, AED charge £315 per cabinet (up from £295 the previous year), Indian Queens Garage & Anchor Inn were renewed until 19 May 2018, Summercourt is due October 2017 and the new one the Parish is yet to take over.

Duchy Defibrillators monitor 24/7, have a one-off charge of £125 to change the cabinet and monitoring is £160 per annum. The other provider is an annual maintenance charge for a service of £37.50, but monitoring would need to take place by 'Parish Guardians' who would need to carry out a weekly check and log it via a mobile app.

Proposal by Cllr Cocks to swap to Duchy Defibrillators immediately for the Summercourt unit, and to swap the others on their contract renewal dates, seconded Cllr Parkyn, carried.

The above was duly **resolved**.

Cllr Cowburn left the room

17/214 Band owned land on Recreation Ground Lane- to discuss.

Clerk to carry out a Land Registry Search to ascertain Band owned Land with the view of potentially using it as overflow parking for the Recreation Ground.

Cllr Cowburn re-entered the room.

17/215 Photograph Identity Cards for members- to consider and approve assoc. expenditure

Proposal by Cllr Hearl, Clerk makes laminated Identity Cards for members with expiry at the end of the Term, seconded Cllr Cocks, carried.

The above was duly **resolved**.

17/216 To seal Exclusive Right of Burials

None

17/217 CORRESPONDENCE - Cornwall Council

a. None

17/218 CORRESPONDENCE – General

- a. CALC September newsletter - noted
- b. Boundary Commission- Electoral Review Cornwall, Cllr Cole circulated indicative maps of Ward Boundaries.
- c. Project Griffin Awareness Sessions -noted.
- d. Terrorism Conference- Cllr Baker would like to attend- **agreed**.
- e. Par Running Track update- noted
- f. Email regarding Planning Meeting and Cornwall Council publishing it on the website.

The Clerk explained an email she received had also been sent to Cornwall Council which they uploaded onto their Planning Portal. People involved were notified, and Clerk visited the resident as she also had an FOI request for a previous email, as Cornwall Council had placed this in the public domain the Clerk was advised to visit the data subject to obtain their permission to release. Discussion took place.

Proposal by Cllr Cole a letter of complaint is sent to Cornwall Council as it potentially breaches data-protection laws, seconded Cllr Tyler, unanimous. The above was duly **resolved**.

17/219 Agenda Items for the next Meeting.

- Band owned Land (Recreation Ground Lane).
- Asset valuations
- St Enoder Old Cemetery- Wall
- Risk Assessments
- Cemetery Extension

There being no further business the meeting was closed at 9.03pm.

Chairman.....

Date.....