

MINUTES of the **ORDINARY MEETING** of the St. Enoder Parish Council held on **Tuesday 24th October 2023** in the Fraddon Village Hall at 7.15pm.

PRESENT: Cllrs A Shaw, C Cowburn, R Wimberley, D Hearl, R Cole, M Bunyan, R Beardwell, P Cocks, M Gregory, C Hook , J Baker & S Wells.

23/177 Apologies for Absence.

Cllr M Kessell.

23/178 Declarations of Interest Register both registerable and non-registerable under the Code of Conduct (to declare interests on agenda items), to issue dispensations (if required) & to declare gifts over £50. To consider if any alterations to Register of Interests.

No interests or gifts to declare.

Cllr Wimberley took the Chair.

23/179 Planning Matters

a. Planning Applications.

- i. PA23/03119 Brysland Farm New Road Summercourt. Replacement dwelling following approval of barn conversion.
Proposal by Cllr Shaw to object to the application as development in the open countryside and in the protected County Wildlife Site of Trefullock Moor, the Parish Council objected to the Q Class originally, seconded Cllr Hearl, carried.
The above was duly **resolved**.
- ii. PA23/07677 Land South West Of 17 Heather Meadow Heather Meadow Fraddon. Affordable led development for proposed construction of two dwellings, one open market and one affordable.
Proposal by Cllr Cocks to support the application, seconded Cllr Hook, carried.
The above was duly **resolved**.
- iii. PA23/06500 Acorn Cottage Trevarren. Extension to the rear of the dwelling.
Proposal by Cllr Shaw to support the application, seconded Cllr Cowburn, carried.
The above was duly **resolved**.

Cllr Wells joined the meeting.

b. Decisions and Appeals

- i. PA23/07081 Fraddon Downs Main Electricity Substation Penhale Fraddon TR8 5BS. Prior Notification for development ancillary to radio equipment housing, emergency generator and ancillary development thereto- prior notification not required.
- ii. PA23/05424 Unit 2 Indian Queens Industrial Estate Lodge Way Indian Queens. Construction of extension to existing commercial industrial units and offices- approved.
- iii. PA22/11422 Unit G Kingsley Village Retail Park New Road Saint Columb TR9 6NA. Application for variation of Condition 4 on Decision Notice PA15/04129 for Redevelopment and extension of existing retail facilities, associated access, car parking and ancillary work, namely to allow flexibility in unit size to secure tenants and ensure deliverability of the scheme. Proposed Condition 4 to be

varied as follows: 'The floorspace of Unit G shall provide no more than 6,288 sq m (GIA) and 929 sq m (food) Net) and 3,386 sq m non food (Net). The block of units as shown on the approved drawings as units C-F shall provide no more than 3,977 sq m GIA and 2,983 sq m net sales area in total. No one unit in the block shown as units C-F shall provide more than 1,858 sq m GIA/1,386 sq net sales area, or less than 232 sq m GIA/186 sq m net sales area. There shall be no fewer than 3 units in this block in total, and no more than 5.' with variation of Condition 4 of planning permission PA16/08067 dated 10/11/16 – approved.

Cllr Cole, as Cornwall Cllr, took no part in the decision on the above applications. Cllr Shaw retook the Chair.

23/180 Public Session

No public present.

23/181 Minutes of the Ordinary meeting 26th September 2023 to be approved and signed.

It was proposed by Cllr Hook, seconded by Cllr Baker that the Minutes of the meeting of 26th September 2023 be approved and signed as a true and correct record by the Chairman, carried.

The above was duly **resolved**.

23/182 Matters Arising

a. 23/155 Flying Fish Meeting scheduled for Kelliars 10.30am 30th October. Query whether members require a tour of the factory, if so, he will get PPE ready- no tour required.

b. 23/175f St Petroc's Practise- no reply from letter sent.

Proposal by Cllr Hearl to write to NHS Kernow, seconded Cllr Cowburn, carried. The above was duly **resolved**.

c. New Allotments, are Cllrs happy for the public areas to be cut- agreed.

23/183 Cornwall Councillor Report (Cllr Cole).

Report to be circulated.

Grant applications have been submitted for Indian Queens Under 5s and Fraddon Millennium Green.

Cllr Cole chasing up on Homechoice Survey, as there is an issue with Local Connection designation.

23/184 Finance

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

Payment	Payee	Vat	Grand Total
BACS	BigDug- Shelving for Youth Club	£27.80	£166.80
BACS	Green Sparks Pat Testing- Youth Club	£7.40	£44.40
DD	PCS- photocopier	£4.17	£25.04
BACS	Biffa- Bin lift	£20.78	£124.66
BACS	T Julian- skip allotments	£44.00	£264.00
BACS	South West Hire- Generator Hire Church Lane	£28.19	£169.14

BACS	MA Grigg- Timber Church Lane	£51.27	£307.62
BACS	Action Fire Southwest- extinguisher service	£49.85	£299.10
BACS	Young People Cornwall- Youth Workers		£2,340.00
BACS	Source for Business- IQ Rec		£100.99
BACS	Source for Business- IQ Cem		£17.37
BACS	Trevithick Supplies Ltd- handyman supplies	£4.54	£27.34
BACS	Screwfix- handyman supplies	£2.27	£13.67
BACS	Jacskons Fencing- Youth Club	£338.91	£2,033.44
BACS	Summercourt New Memorial Hall- Rent		£40.00
BACS	Indian Queens Victory Hall-Post Office Rent		£1,248.00
BACS	Vision ICT Ltd- Website Hosting	£50.00	£300.00
BACS	CIS- PPE handyman & refuse sacks	£21.85	£131.07
BACS	Kernowek Gardeners Ltd- grass cutting	£1,080.00	£6,480.00
BACS	TP Tree Services- Cem Maintenance/Strongman's Field	£177.00	£1,062.00
BACS	Alan Shaw- refund re TV bracket for Youth Club		£25.99
BACS	A Kendall- refund postage, phone & sundries	£12.11	£93.36
BACS	Staff salaries and expenses		£4,535.07
BACS	Eric Roberts- Allotment hardstanding	£972.66	£5,835.94
		£2,892.80	£25,685.00

Proposal to approve payments of £25,685.00 by Cllr Hearl, seconded Cllr Bunyan, carried.

The above was duly **resolved**.

Invoices provided and checked by Cllr Bunyan.

Budget statement, forecast sheet & ear-marked reserves circ. - noted as part of Internal Control.

- b. To ratify additional insurance premium of £121.91 paid at the end of September due to addition of Youth Club extension and storage container.

Proposal by Cllr Hearl, to ratify additional insurance premium of £121.91 paid at the end of September due to addition of Youth Club extension and storage container, seconded Cllr Cowburn, approved.

The above was duly **resolved**.

- c. To note CIL payment to be received by 31st October 2023.

Clerk advised members that since this notification a Remittance Advice had been received stating £22,315.53 will be paid in, this has been double checked with Cornwall Council and is the correct amount- noted.

This money has been put into ear-marked reserves and annually the Clerk provides Cornwall Council with a balance remaining and informs them of any expenditure so they can ensure the Council has spent it compliantly.

Cllr Cole stated that even though we are in zone 5, this is worked out so every application that would have generated a contribution we are receiving funds.

- d. To consider and resolve whether to swap electric supply company now, or wait until current contract expires (31st May 2024), currently paying 60p per day and 43.5p per unit.

New rates of 60.63p per day and 28.59p per unit with different supplier Corona. Proposal by Cllr Bunyan to wait until May 2024, seconded Cllr Cowburn, carried.

The above was duly **resolved**.

23/185 Play Areas- To review Play Area Risk Assessment, update on Hags (if available), to consider and resolve as appropriate, and to approve assoc. expenditure (if any).

No new issues on Risk Assessment; repairs have started at Indian Queens Recreation Ground. The zipwire is now fully repaired, other pieces to be repaired soon.

No update from HAGS, Cllr Cole to chase.

23/186 Finance Meeting-to note draft minutes of the meeting 10th October 2023, and to approve Recommendations.

Draft minutes circulated with meeting papers.

Recommendations:

Burial fees from 1st April 2024 (attached as Appendix 1) (same as 2023)

Playing Field rents remain at £1 peppercorn rent for 2024.

Allotment fees £60 for large plot and £45 for smaller plot.

Handyman's salary is increased by £1 per hour to £12 per hour from 1st April 2024.

Toilet operative salary is increased by £1 per hour to £12 per hour from 1st April 2024.

Expenses are increased to 45p per mile and £60 per month office/homeworking allowance from 1st April 2024.

Proposal by Cllr Bunyan to note Finance Committee minutes and approve recommendations as written, seconded Cllr Cowburn, carried.

The above was duly **resolved**.

23/187 Mobile speed signs and Community Speedwatch- residents interested in Community Speedwatch invited to attend this meeting, and to consider update on poles for signs to resolve as appropriate and to approve expenditure.

No residents present for Speedwatch; no interest.

Proposal by Cllr Shaw not to pursue Community Speedwatch, seconded Cllr Bunyan, carried.

The above was duly **resolved**.

No update on poles, to defer.

23/188 Emergency Plan-to consider draft plan, as circulated, and to amend/approve and resolve.

Draft Emergency Plan circ. with meeting papers last month.

6 people required to action it, currently Cllrs Cocks, Shaw & Baker.

Cllr Bunyan, Hearl & Wells to join.

Emergency Planning meeting needed.

Proposal by Cllr Shaw to hold meeting January after Planning meeting, seconded Cllr Baker, carried.

The above was duly **resolved**.

23/189 Cycling Proficiency- update from Schools, to consider and resolve, to approve assoc. expenditure (if any).

Reply from Summercourt Academy enclosed, no reply to date from Indian

Queens Academy.

Discussion took place regarding funding.

The first request is for support with cycling proficiency and balance bikes, but there is no specific amount. The second project is for a track at £9750.

Proposal by Cllr Hearl to request how much they require for cycling proficiency and also suggest the PTA puts in an application for the track by 31st December for consideration at our grant meeting, seconded Cllr Cowburn, carried.

The above was duly **resolved**.

23/190 Paperless meetings- to consider report from Cllr Bunyan and resolve, to approve assoc. expenditure, (if any).

Cllr Bunyan reported he felt the Council should be paperless, this will not only save on paper but would also help towards Climate Emergency.

Discussion took place. Clerk stated that for her time it would be easier if all Councillors were either paper or email, as having to do both would increase time, as would need to scan in all documents individually.

Proposal by Cllr Cole to go paperless from November Full Council as a trial, and ascertain how much longer it takes the Clerk and how members manage at a meeting, seconded Cllr Baker, carried.

The above was duly **resolved**.

Clerk to bring forms to the November Planning for members to sign to receive papers by email.

23/191 Fraddon Millennium Green & Indian Queens Under 5s- to consider and resolve helping Parish Charities with cashflow if grant applications successful.

Cllr Cole explained that neither Charity held any surplus funds, and grants are paid in arrears. He suggested to help facilitate the projects the Parish Council loaned the Charities cash which would be repaid once the projects are completed and grant re-imbursed.

Clerk clarified the Parish Council had a Power to loan and felt the risk was minimal as the money would not be lent until receipt of confirmation grant is successful. The Chairman stated for the Parish Council accounts it would be better for the cash to pass from one organisation to another, to try and keep the Parish Council incomings and outgoings below £200,000, otherwise accounts will need to be prepared on an Income and Expenditure system and not the current Receipts and Payments. We have already gone above the £200,000 for this financial year, so if we go above next year then the accounting regime would have to change.

Proposal by Cllr Cocks to approve loans to both Charities, seconded Cllr Baker, carried.

The above was duly **resolved**.

Cllr Cole reported the Under 5s are still trying to fund raise for an additional £4,500, so may approach the Parish Council for a further grant.

23/192 Public Toilets- to consider report from Cllr Bunyan, to resolve and approve any assoc. expenditure (if any).

Cllr Bunyan queried if vandalism had improved in the public toilets.

It has improved since the spate at the beginning of August, to continue to monitor.

23/193 Youth Club Building-old part of the building, to receive report from Cllr Bunyan, to resolve and approve assoc. expenditure (if any).

Cllr Bunyan reported the new extension was looking amazing, but felt the existing building could do with being cleaned. The older building has been brought up to spec. and painted with fire retardant paint, to comply with Building Regs. so nothing can be painted over the top of it. It was felt the new extension would soon weather in.

Proposal by Cllr Bunyan to send a letter of thanks to the builder for an excellent job, seconded Cllr Cocks, carried.

The above was duly **resolved**.

23/194 Remembrance Day Wreaths- to confirm number and approve assoc. expenditure.

The Parish Council historically purchases 3 wreaths on behalf of the Village Halls, which are refunded, 1 wreath for Cornwall Cllr Cole and 2 wreaths for the Chairman to lay, 1 at the St Enoder Service and 1 at the St Columb Service, 6 wreaths in total.

Proposal by Cllr Bunyan to purchase 7 wreaths (additional for Cllr Cole which he will refund), seconded Cllr Hearl, carried.

The above was duly **resolved**.

23/195 Cornwall Council Polling Station Review- to consider and resolve.

Currently the Parish has 3 Polling Stations, 1 in each Village Hall, Fraddon, Indian Queens & Summercourt. The Parish is charged per Polling Station but this needs to be weighed against convenience for the residents.

Proposal by Cllr Cowburn to keep as it is, seconded Cllr Beardwell, carried.

The above was duly **resolved**.

23/196 80th Anniversary of D Day Landings- to consider information received and resolve.

Information from Bruno Peeks circulated with meeting papers.

Discussion regarding a permanent beacon. It was felt it was needed to be on a high point.

Proposal by Cllr Hearl, he asks Imerys if we can install a permanent beacon. Cllr Cole to inquire where they are made, to place on next agenda, seconded Cllr Bunyan, carried.

The above was duly **resolved**.

23/197 To seal Exclusive Right of Burial- to resolve.

Proposal by Cllr Hearl to seal ERB for St Enoder Cemetery 202, seconded Cllr Bunyan, carried.

The above was duly **resolved**.

23/198 CORRESPONDENCE - Cornwall Council & General

a. Emails circ. during month- noted.

23/199 Agenda Items for the next Meeting (28th November 2023).

- Biodiversity Policy- need to have in place by January 2024
- Martyn's Law- implications for Parish Councils
- Update on funds for Trevarren Defib.

There being no further business the meeting was closed at 8.40pm.

Chairman.....Date.....