

Minutes of the Ordinary Council Meeting of St Mewan Parish
Council held at Trewoon Village Hall on Wednesday 30th
November 2016 commencing at 7.00pm

Present

Councillors Mr J Kneller (Chairman), Mrs M Mitchell (Vice Chair) Mrs G Tarbox, Mrs M Mitchell, Mrs J Ringrose, A Wynn, C Passmore, R Wallis, D Stead, J Spencer

In Attendance

Wendy Yelland – Clerk

Public Attendance

PCSO Ally Relf, PCSO B Harris and Mr B Harrison

The Chairman thanked everyone for attending.

FC109/16 Apologies

Cllr Mrs Howard

FC110/16 Declarations of Interest

No declarations of interest.

FC111/16 Public Participation

a) Mr Harrison has lived in the village of Trewoon for 12 months and recently attended the Neighbourhood Plan public consultation where he found it very interesting and informative. He has come along to the meeting this evening to find out how the parish council works and is considering becoming a councillor.

b) Police Report – PCSO Brian Harris confirmed he will be retiring in December this year and introduced PCSO Ally Relf who will be covering the parish in addition to the Clay areas. This will now be a huge area to patrol and sadly there is no resources for additional PCSO's. Resources are being spent in training police officers. PCSO Ally Relf is a very experienced officer with 14 years of community policing and she will endeavour to serve the parish well and whilst she may not be able to attend every council meeting a monthly report will be available for members. PCSO Harris thanked St Mewan Parish Council for their support. The chairman welcomed PCSO Relf and thanked PCSO Brian Harris for his work over the years and wished him an enjoyable retirement.

Crime report for October and November

1 x Assault on police officer Polgooth

1 x Theft in dwelling Trewoon

1 x Communications Act Trewoon

1 x Dog not under proper control Trewoon

PCSO Relf and PCSO Harris exited at 19.06pm.

c) No Cornwall Councillor's report. The clerk reported Cornwall Councillor Harris was hoping to attend tonight's meeting.

FC112/16 Council Minutes

It was

RESOLVED to accept the minutes of the Ordinary Council Meeting held on the 26th October 16 as a true and accurate record with one spelling change. Proposed Cllr Mrs Mitchell, seconded, Cllr Mrs Ringrose. All in favour.

FC113/16 Matters Arising (Information Only)

FC41/16 – Scouts Assoc Deed – signed by Mr P Williams. Chairman’s signature required.

Linked to FC103/16 – Whirlybobs cannot meet until the new year.

FC42/16 – Cube garage cancelled meeting – Parish Council to arrange another date.

FC50/16 – Trewoon Social Club – no correspondence received from solicitors – spoke to Mrs Gilbert who confirmed the solicitors should be contacting all the beneficiaries in the next two weeks.

FC51/16 n) - Grass cutting in old churchyard – meeting to be held with Mark Dalby. Date to be arranged.

FC64/16 – St Mewan School – Pending.

FC80/16 – a) Not actioned.

FC80/16 - c) Clerk collected forms for additional bank signatory – not completed.

FC80/16 – e) and f) Awaiting forms.

FC81/16 – Second notice board in Trewoon – Not completed.

FC83/16 – Verges meet 26th Sept. Clerk to report

FC95/16 – Completed.

FC97/16 – Completed.

FC98/16 – Work in progress.

FC99/16 – Completed.

FC42/16 – Cllr Kneller advised council the clerk has spoken to Mr Robinson re ongoing parking issues. The clerk reported that Mr Robinson appreciated there is sometimes issues, it is historic and nothing can be resolved. The sorn vehicles are insured, feels he is being singled out by people complaining but there are other individuals with vehicles not taxed or insured and using the car park, another person is repairing his camper. Because he owns a garage it shouldn’t be assumed the vehicles permanently parked belong to him. He intends moving his vehicles and will have a word with the other people involved, however some individuals has expressed there is very little the parish council can do over the parking. Mr Robinson has been to court over the parking. The clerk explained it would be good for everyone if a compromise can be reached and a progress meeting in the new year may be required again with the Chairman.

FC114/16 Committee Meeting Minutes

It was

AGREED to adopt the recommendations therein of the:

Planning Meeting held on the 26th October 16 (previously circulated) and the 21st October 16

FC115/16 Consultations – Polgooth Telephone Box

Information from Cllr Passmore advised members the Polgooth Village Hall were not prepared to take responsibility for the phone box. Costs to council in maintenance needs to be considered. Cllr Kneller produced statistics through a survey carried out by Cllr Mrs Howard via Facebook. This showed 41% were not disturbed to see it go, 46% want it retained and 13% to adopt. Cllr Wynn gave some interesting history on phone boxes. The village association has adopted the Sticker box because it is a traditional red one.

It was

RESOLVED not to object to the phone box removal. Proposed Cllr Wynn seconded Cllr Mrs Padley. All in favour.

FC116/16 Standing Orders

The council’s standing orders has been publicly displayed on the website for since the October council meeting.

It was

RESOLVED to approve the council's Standing Order document. Proposed Cllrs Kneller, seconded Cllr Mrs Mitchell. All in favour.

FC117/16 Freedom of Information Policy (previously circulated)

It was

RESOLVED to approve the FOI policy with the publication scheme. Proposed Cllr Kneller, seconded Cllr Mrs Mitchell. All in favour.

FC118/16 Terms of Reference

Deferred

FC119/16 Council meeting date changes

It was

RESOLVED to hold the Full Council Meeting on the 5th April 17 at Trewoon Villaage Hall due to the refurbishment of St Marks Church Hall.

It was

RESOLVED to the hold the Annual Council Meeting on the 10th May 17 at Polgooth Village Hall. To be confirmed by the village hall.

Proposed Cllr Kneller, seconded Cllr Spencer. All in favour.

FC120/16 Grants and Donations

a) Tanya' s Courage

It was

RESOLVED the council are unable to donate on this occasion. Proposed Cllr Kneller, Cllr Mrs Mitchell. All in favour.

FC121/16 Playing Fields

Members received a written report and status as at 30th November 16 on all playing field equipment including expenditure to date on Sticker Activity Park, Trewoon, Polgooth and Lower Sticker.

It was

RESOLVED to purchase a combination lock for the main gate at Sticker Activity park. Proposed Cllr Spencer, seconded Cllr Mrs Mitchell. All in favour. **Action; Clerk**

It was

RESOLVED to purchase the recommended signage for the Skate Ramp at £60.00 plus vat. Proposed Cllr Spencer, seconded Cllr Kneller. **Action; Clerk**

It was

RESOLVED to purchase additional signage at £135.00 plus vat, to be erected in the space below the Sticker Activity Park sign stating 'No dogs allowed 'and change of contact details. Proposed Cllr Mrs Padley, seconded Cllr Mrs Mitchell. All in favour. **Action; Clerk**

It was

RESOLVED to purchase signage at the Dog Field on St Stephens Rd at £190.00 plus vat. Cllr Spencer, seconded Cllr Mrs Tarbox. All in favour. **Action; Clerk**

It was

RESOLVED to purchase two new cradle seat swings at Trewoon Playing Area. Proposed Cllr Kneller, seconded Cllr Mrs Tarbox. All in favour. **Action; Clerk**

It was

RESOLVED to stock fence the gap at the main gate entrance to Trewoon Playing Field and adjust the small gate access closer to the hinge, weld and re-position latch at Trewoon Playing Field. Proposed Cllr Kneller, seconded Cllr Mrs Tarbox. All in favour. **Action; Clerk**

It was

RESOLVED to approve delegated powers of a further £750.00 to the clerk for Playing Field expenditure. Proposed Cllr Kneller, seconded Cllr Mrs Ringrose. All in favour.

Recommendations noted. Cllr Wallis commented on the items of risk. To obtain quotes for removal and report back.

FC122/16 St Mewan Church

The chairman read the correspondence received from the Rev Marion Barratt regarding the cutting of the old churchyard. Discussed how there are varying views from parishioners on how the churchyard is to be kept. Some like to keep the old part with the growth of wild flowers. A sketch plan to outline the work required would be useful and to monitor the work. It was agreed Cllr Kneller and the clerk meet with the contractor and report back at the next meeting. Clerk to send a holding letter until a meeting can be arranged with the Rev Marion Barratt. Proposed Cllr Kneller, seconded Cllr Mrs Mitchell. All in favour. **Action; Clerk**

FC123/16 Resident in Trewoon

Correspondence received from a resident regarding the wall between his property and Trewoon Playing Fields. Cllr Wynn carried out an initial inspection due to concerns and although the wall does appear to lean a little at an angle, the bottom of the wall has been recently cemented. The responsibility may not lie with the Parish Council. To send a holding letter to the resident explaining further investigating is needed. Proposed Cllr Kneller, seconded Cllr Mrs Mitchell. All in favour. **Action; Clerk**

FC124/16 Cornwall Council - Service Level Agreement Reviews

It was

RESOLVED to send the SLA questionnaire to Cornwall Council. Proposed Cllr Kneller, seconded Cllr Wallis. All in favour. **Action: Clerk**

FC125/16 Financial

The chairman read the payment schedule as presented for October16 and

a) It was

RESOLVED to approve the payment schedule as presented including the clerk's November salary due to no December meeting. Proposed Cllr Kneller, seconded Cllr Mrs Tarbox. All in favour.

b) **RESOLVED** to approve the advance cheque payment for November, December and January for hosting of the website and c)approve the payment of £22.50 for the conversion of scanned documents for the Conclusion of Audit to display on the website. Proposed Cllr Kneller, seconded Cllr Spencer. All in favour. **Action; Clerk**

d) **RESOLVED** to approve delegated powers of £500.00 to the clerk for emergency expenditure required on footpaths. Proposed Cllr Mrs Padley, seconded Cllr Wallis. All in favour.

Income: 380.07	Expenditure: 6190.24
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FC126/16 Neighbourhood Plan Update

Cllr Wallis chairman of the Neighbourhood plan gave an update on the last consultation carried out in November. Although the attendance figures had been lower than the previous consultations Cllr Wallis is generally pleased with the way the plan has been received. The chairman thanked Cllr Wallis for the excellent work done. Invited questions.

It was

RESOLVED to approve the final draft Neighbourhood Plan for submission to Cornwall Council. Proposed Cllr Kneller, seconded Cllr Mrs Mitchell. All in favour. **Action: Cllr Wallis**

FC127/16 Correspondence received up to the time of meeting

1. E mail via website- Paddy Long from Trewoon expressing an interest in becoming a councillor 26

2. Email – CC Neighbourhood Planning bulletin – circulated 4/11/16
3. Email – Cormac Rachel Tatlow –
4. E mail - CALC Newsletter Round up 17 – circulated 4/11/16
5. E mail – Light Source, Ninnis Farm circulated 4/11/16
6. E mail - Communities and Devolution letter circulated 7/11/16
7. E mail - CC EPE Mineral and Safeguarding circulated 7/11/16
8. E mail – Cornwall Rural Housing Association – invite for Chairman circulated 9/11/16
9. E mail – CALC – urgency to obtain costs for elections
10. E mail - Steve Double/Rachel Tatlow -9/11/16
11. E mail – CC Put your questions live Adam Paynter circulated 9/11/16
12. E mail - Steve Double and Rachel Tatlow – re St Mewan parking
13. Email - Link Rd notes circulated 10/11/16
14. E mail- Lisa Grigg Network Meeting circulated 11/11/16
15. E mail - CALC newsletter – Round up 19 circulated 22/11/16
16. Clerks’ Magazine – Cllr Ringrose
17. Scottish Power – Change of responsibility confirmed
18. Steve Double and Rachel Tatlow reply to council’s letter to St Mewan parking issues.
No reply from Bert Biscoe to date.
19. St Marks Church Sticker – refurbishment period February to May 17
20. Mrs Judith Richards – ROW Meeting. As there is no ROW meeting scheduled the clerk has advised her on two occasions to write to the council with the issues and her correspondence can then be brought to the attention of members at a full council meeting. Nothing received to date.
21. Cornwall Council – Parish and Town Council Precepts for the 2017/18 Financial Year
22. Cornwall guide to Winter Wellbeing

FC128/16 Matters of Interest in the Parish

Cllr Mrs Mitchell – letter to retiring councillor

Cllr Wynn – planning query on building regulations and grass verges at Carne Hill

Cllr Mrs Ringrose – pleased with the repairs on the wood bus shelter on Truro Rd.

Cllr Stead – would like specific council e mail address, paperless meetings, tea/coffee at meetings

Cllr Wallis – pleased with the footpath cutting, would like to schedule a cut for the footpath between Ashdown Close and St Stephens Rd

Cllr Passmore – responsibility of the hedges on the back lane from Polgooth to Five Turnings is the owner of the land.

Cllr Mrs Tarbox – Attended the Trewoon Village Hall meeting and how the committee are disappointed with no grant forthcoming for the Playing Fields. It would be advantageous if the chairman and clerk could attend a meeting.

There being no other business to be transacted the Chairman closed the meeting at 9.00pm

Signed.....

Chairman of St Mewan Parish Council

Date.....