

Minutes of the Ordinary Council Meeting of St Mewan  
Parish Council held at Polgooth Village Hall on  
Wednesday 8<sup>th</sup> February 2017 commencing at 7.00pm

**Present**

Councillors J Kneller (Chairman), Mrs J Padley, Mrs G Tarbox, Mrs J Ringrose, Z Howard, B Harrison, C Passmore, J Spencer, D Stead, R Wallis, A Wynn

**In Attendance**

Wendy Yelland – Clerk

**Public Attendance**

Cherilyn Williams, Mr Long and Mr Tolliday

The Chairman thanked everyone for attending

**FC150/17 Apologies**

Cllr Mrs Mitchell. Duly received and accepted.

**FC151/17 Declarations of Interest**

No declarations of interest.

**FC152/17 Public Participation**

a) Mr Tolliday raised a concern on the Neighbourhood Plan percentage figure quoted for money being spent in the Playing Fields. Noted.

Cherilyn Williams is standing as a Conservative candidate in the forthcoming elections and gave a brief history of her background. Noted.

b) Police Report previously circulated.

1 Dog not under proper control (complaint only)

1 Theft of vehicle

1 Road Related Offence (alcohol)

1 Section 4A Public Order Offence (abusive, insulting word)

1 Assaults (Common, ABH and GBH) 1 Domestic related

**Total 5**

In the St Mewan Parish there has been **7** reports of anti-social behaviour over the last two month, **9** road related offences and **2** road traffic collisions.

**FC153/17 Council Minutes**

The Chairman proposes this item is moved to the closed session, seconded Cllr Passmore. All in favour.

**FC154/17 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 awaiting correspondence

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 – In progress  
FC83/16 – Verges meet 26<sup>th</sup> Sept. Maps sent of Trewoon.  
FC98/16 – Work in progress.  
FC121/16 – Outstanding items on Playing Fields a) signage query, in progress  
FC138/17 – In progress  
FC139/17 – Agenda Item Feb 17 meeting  
FC141/17 – In progress  
FC142/17 – In progress

### **FC155/17 Committee Meeting Minutes**

It was

a) **AGREED** to adopt the **RECOMMENDATIONS** therein of the: Planning Meeting held on the 30<sup>th</sup> January 17(Previously circulated).

### **FC156/17 Consultations**

No consultations

### **FC157/17 Standing Orders**

Members gave their views on the format for recording apologies and

It was

**RESOLVED** not to record in the minutes 'no apologies received'. Prop Cllr Kneller, sec Cllr Stead. All in favour.

### **FC158/17 Terms of Reference**

Members received draft Terms of Reference previously circulated.

It was

**RESOLVED** to adopt the Terms of Reference for the Playing Fields. Prop Cllr Mrs Howard, sec Cllr Spencer. All in favour.

### **FC159/17**

#### **Playing Fields Annual Inspection April 2017**

Members viewed sample reports with costings. After discussion

It was

**RESOLVED** to appoint Mr J B Clark to carry out the Annual inspections on all Playing Fields in the Parish. Prop Cllr Spencer, sec Cllr Mrs Howard. All in favour.

**Action: Clerk**

### **FC160/17 Rights of Way**

Council are pleased with the current contractor appointed for all footpath work, therefore

It was

**RESOLVED** to appoint GHL for 2017/2018. Prop Cllr Spencer, sec Cllr Mrs Padley. All in favour. **Action: Clerk**

### **FC161/17 St Mewan Churchyard**

a) The Chairman reported the meeting with the contractor and subsequent meeting with Rev Marion Barrett for work required in both churchyards.

It was

**RESOLVED** the contractor commences work in March 17. Prop Cllr Kneller, sec Cllr Mrs Tarbox. All in favour. **Action: Clerk to instruct.**

b) It was

**RESOLVED** for additional work required in the new churchyard. Prop Cllr Wallis, sec Cllr Mrs Ringrose. All in favour. **Action: Clerk to instruct.**

### **FC162/17 Annual Council Meeting**

It was

**RESOLVED** to move the date forward to the 17<sup>th</sup> May 17 due to election timing. Venue to be advised. Prop Cllr Mrs Howard, sec Cllr Wallis. All in favour. **Action: Clerk**

### **FC163/17 Parish Council Notice Boards**

Members received three sample designs and costings for new notice boards (previously circulated)

Point raised: to ensure suppliers confirm the boards are fully water- resistant and they are durable to withstand a reasonable length of time.

It was

**RESOLVED** appoint the supplier of the traditional style board. Prop Cllr Spencer, sec Cllrs Mrs Howard. All in favour

**Action: Clerk**

### **FC164/17 Dog Control Orders**

The clerk confirmed the process of obtaining an order.

It was

**RESOLVED** to re-visit. Prop Cllr Kneller, sec Cllr Mrs Tarbox. All in favour.

### **FC165/17 Grants and Donations**

It was

**RESOLVED** to grant a further 11.50 to the Royal British Legion. Prop Cllr Mrs Padley, sec Cllr Mrs Tarbox. All in favour.

### **FC166/17 Financial**

a) The Chairman read the January 17 payment schedule and

It was

**RESOLVED** to approve as presented. Prop Cllr Wallis, sec Cllr Mrs Ringrose. All in favour.

<b>Income:</b> 105.07	<b>Expenditure:</b> 1901.04
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b) The clerk presented promotional material received from CALC to encourage people to stand as Parish and Town Councillors in the forthcoming elections.

It was

**RESOLVED** the clerk spends up to £100 on printing. Distribute at the village stores, notice boards, website and Facebook. Prop Cllr Kneller, sec Cllr Mrs Tarbox. **Action: Clerk**

### **FC167/17 Neighbourhood Plan update (Information Only)**

The Chairman of the committee reported the plan had gone through the Consistency Check, there will be a further meeting with CRCC where a re-draft

will be formulated, followed by a NHP meeting to verify and discuss any issues. Move forward into the 6- week consultation period.

### **FC168/17 Correspondence received and dates of circulation up to the time of meeting (Information Only)**

- 1.E mail -Jan Newsletter from Steve Double – 18/1/17
- 2.E mail - CC Communities and Devolution - 18/1/17
- 3.E mail- Neighbourhood Plan Emma Ball CC – 18/1/17
- 4.E mail -CALC 26 Newsletter – 18/1/17
- 5.E mail - Charter for Cornwall – 18/1/17
- 6.E mail - CC Councillors Fair and Website - 18/1/17
- 7.E mail -CALC Parish Inquiry day - 18/1/17
- 8.E mail – CC Lisa Grigg A30 link briefing - 18/1/17
- 9.E mail – CC Lisa Grigg A30 link briefing date - 30/1/17
- 10.E mail - Cornwall 4 Change – 30/1/17
- 11.E mail - SWW Road Closure -30/1/17
- 12.E mail - Cornwall Countryside Access forum - 30/1/17
- 13.E mail - Cornwall Community Flood Forum- 6/2/17
- 14.E mail - Community and Devolution Letter - 6/2/17
- 15.E mail - CC Communities and Devolution Cyber Attack Info - 6/2/17
- 16.E mail - CALC Newsletter 29 - 6/2/17
- 17.E mail - Falmouth Town Council – Tourism Award Superstar 2017 8/2/17
- 18.E mail - CC Operation Hedgehog – 8/2/17
- 19.E mail - Cancer Research Relay for Life Posters
20. Email - Mr P Holt – Highways issue with new tarmac St Stephens Rd Sticker, Clerk responded.
- 21.E mail – Mr Tolliday. Cllr R Wallis responded.
- 22.E mail – CC Operation Hedgehog
- 23.Post – Clerks Jan Magazine
- 24.Verbal – Resident in Sticker. Complaint re scrap vehicles and others permanently parked in Sticker Car Park. Happy to pay an annual fee to secure a space.
25. Verbal – Mr Lobb, footpath from Truro Rd to Sticker Stores becomes extremely hazardous in wet weather.  
Would like potholes in Sticker Car Park to be addressed.  
A small working party be formed with Cllr Mrs Howard, Cllr Passmore and Cllr Wallis to address the car parking issues and report to Full Council.

### **FC169/17 Matters of Interest in the Parish from Councillors**

- Bus shelter maintenance –clerk is currently establishing the responsibility of all bus shelters with CC
- Councillor E mail addresses
- Traffic speeding from Trelowth to The Goffin – to agenda
- Two volunteer litter pickers in Trewoon
- Arrange a date for a Playing Field meeting
- New parking area at Sticker. Vehicle length is obtrusive blocking the footpath. Hazardous for walkers. Visibility is poor – to agenda
- Lottery grant of £8000 obtained for St Mewan School to progress with the school traffic issues and a further £6000 to address road safety.

### **FC170/17 Clerk's Report (Information Only)**

- a) Local Elections – Information received from the meeting with CALC, David Chadwick Community Clay Network Manager and Steve Hudson Accounting.  
Explained general procedures, with timings and changes for 17/18 elections.
- b) Local Boundary review - There will be some changes of electoral boundaries which will have implications for town and parish councils. New boundaries are to be set in October 2017.

*In view of the confidential of the business about to be transacted we ask that the press and public be excluded and are instructed to withdraw during the discussion of the following item.*

**FC171/17 Confidential**

- a) Commercial Land at Sticker  
The clerk to report at the next meeting with details as requested. **Action: Clerk**
- b) Staffing – The clerk left the room.  
It was **RESOLVED** to pay the clerk as per the NALC scale point range for the new financial year with an additional change of hours. It was also agreed that under the Governments "Auto Enrolment" pension provisions the Parish Council will adopt a NEST Pension Scheme when the Staging Date occurs. Prop Cllr Wynn, sec Cllr Wallis, All in favour.

**FC172/17 Council Meeting Minutes**

A lengthy debate took place amongst members.  
It was

**RESOLVED** the minutes for the meeting held on the 11<sup>th</sup> January 2017 remain as previously circulated. Proposed Cllr Kneller, sec Cllr Mrs Padley. Cllr Mrs Howard abstained.

A letter was read by the Chairman from the Vice Chairman. The Vice Chairman is unanimously supported. Prop Cllr Kneller, sec Cllr Wynn. All in favour.

There being no other business to be transacted the Chairman closed the meeting at 9.27pm

Signed .....  
Chairman of Full Council

Dated.....