

Minutes of the Ordinary Council Meeting of St Mewan
Parish held at St Marks Church Hall on Wednesday 7th
March 2018 commencing at 7.00pm

Present

Cllr Kneller (Chairman) Cllr Mrs Tarbox (Vice Chair), Cllr Mrs Ringrose, Cllr Mrs Mitchell, Cllr Mrs Padley, Cllr Wallis, Cllr Holman, Cllr Wynn, Cllr Harrison, Cllr Passmore, Cllr Spencer, Cllr Jannaway

In Attendance

Wendy Yelland – Clerk

Public Attendance

Cornwall Cllr Cherilyn Williams, Mrs Moody, Mr Tolliday, Mr Swann

The Chairman welcomed everyone.

FC187/18 Apologies

Cllr Nicklin, duly received and accepted.

FC188/18 Declarations of Interest

None

FC189/18 Dispensation Requests

None

FC190/18 Public Participation

Cornwall Cllr Cherilyn Williams

- Update on St Mewan speeding issues - agenda item 8
- Residents in Polgooth reported the lack of gritted roads in the village, particularly Trelowth. The Parish Cllrs who live in Polgooth felt that Cormac had carried out a good job. Additional salt bins could be paid for out of the Community Chest Fund, however the PC would need to provide the salt.
- Boundary Review – The draft will be available on 1st May 18 and the Electoral Review Committee will sit after this date where there will be a second submission in July 18.

The Chairman invited questions.

FC191/18 Council Meeting Minutes

It was

RESOLVED to approve the minutes of the Ordinary Council Meeting held on the 7th February 18 as a true and accurate record. Prop Cllr Harrison, sec Cllr Mrs Padley. All in favour.

FC192/18 Matters Arising (For reporting and 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.
 FC64/16 – St Mewan School – Pending
 FC81/16 – To agenda item
 FC83/16 – Verges meet 26th Sept. Maps sent of Trewoon. Awaiting others
 FC121/16 - Signage in progress
 FC72/17 – Legals in progress
 FC73/17 – Legals in progress
 FC74/17 – Legals in progress
 EX07/17 – Additional advice required
 EX08/17 – Additional advice required
 FC96/17 – Comm Speedwatch group – awaiting response from CC and Police Authorities
 FC97/17 – Sticker Car Park in progress
 FC98/17 – In progress
 FC130/17 -Comm Speedwatch equipment
 FC152/18 – Public Consult ends 2nd March 18
 FC153/18 – Comm Speedwatch deferred - awaiting info from CC
 FC155/18 – To action allotment quotations – March agenda item
 FC160/18 – To action
 FC169/18 – Website
 FC173/18 – Speeding & Traffic Issues Update
 FC175/18 – Completed
 FC176/18 – Completed
 FC177/18 – Completed
 FC178/18 – In progress – March agenda item
 FC179/18 – In progress – March agenda item
 FC180/18 – In progress - March agenda item

FC193/18 Committee Meeting minutes

To approve the recommendations made therein.
 No meetings held

FC194/18 Speeding and Traffic Issues Update

Community Speedwatch /A3058 Cllr Mrs Tarbox, Cllr Kneller and Cllr Harrison attended the Community Speedwatch meeting at the One Stop Shop on the 26th Feb 18 connected to the Community Network Panel. Cllr Kneller will provide members with a handout. Cllr Kneller expressed his disappointment at the amount of bureaucracy on how the local police and the Police and Crime Commissioner’s office deal with Community Speed watch groups. The Parish Council had formed a group of volunteers to tackle this emotive subject of speeding in Trewoon and St Mewan Lane, however moving it forward is proving difficult.

Information given was the police have a duty of care and they need to approve a site where the group can function safely ensuring there is no risk, and this can only be instrumented when there is an established need and not a perceived need.

Monitoring can only be carried out at 40mph and below.

Inspector Gard confirmed at the meeting the police had the resources to train volunteers and form three groups. However, this would include volunteers from other parishes and the St Mewan Parish Cllrs will be monitoring other parishes. Cllr Kneller expressed this would be a lengthy process and proposed that St



Mewan Parish Council would act as a pilot scheme. The volunteers will need to register their interest on the Devon & Cornwall Police website where an application form will be sent out. This will operate in parallel with the speed monitoring data collected and the need assessed. The group will be approved, and subsequent training will follow.

Cllr Harrison is concerned re the calibration of data and requires clarification from Elaine Hartley – D&C Police CSW Coordinator on speed limits set and how the data is collected for the A3058. It was suggested to campaign the actual speed limits.

It was

RESOLVED to move forward with a list of volunteers for St Mewan PC to act as the pilot scheme for the Community Speed Watch Group with the supporting volunteer, PCSO Julie Carpenter. A minimum of 6 volunteers is required – PT, JK, JK, BH, DR. To publicly post on the council's website and Facebook to recruit volunteers. Prop Cllr Kneller, sec Cllr Mrs Tarbox. All in favour. **Action: Volunteers to access Devon a& Cornwall's website, view the checklist for compliancy and volunteers to inform the clerk who will forward the list of names to PCSO Julie Carpenter.**

St Mewan Lane – A site meeting with Cornwall Cllr Geoff Brown – Portfolio Holder for Roads and Transport Tuesday 27th February 18 (report previously circulated)

Present: Cllr John Kneller, Cllr Daniel Nicklin, Cllr Allan Wynn, Cllr Bill Harrison, Cornwall Cllr Cherilyn Williams, Cornwall Cllr Geoff Brown (Portfolio Holder), Rachael Tatlow (Highways) and Eileen Badger (Head of St Mewan School.

452 pupils enrolled at the School, car parking for 100 cars.

Background: Cllr Nicklin explained at present the road from Trewoon to the School is 60mph with a very narrow pavement, the hedge has recently been cut back it was much narrower, but it is still not safe. Cars have clipped him whilst walking on the pavement, but they are not breaking any speed limits. The Parish Council would ideally like this road to be 30mph all the way through to the 20mph near the School.

Site visit team walked from Trewoon to St Mewan School. Rachael Tatlow reported Highways are currently collecting data from this road to ascertain average speeds, which needed downloading. She also felt the road could be reduced to 40mph but stated there were not enough openings to reduce to 30mph. Cllr Williams queried whether increased warning signs were possible. Cllr Brown stated one TRO for the whole area is planned and this work could be included. Cllr Williams felt if one scheme was likely to fail then the whole scheme would fail and ideally would like a separate TRO for this scheme.

Congestion witnessed; double parking, parking on double yellow lines, cars mounting the pavement to pass.

Rachael Tatlow felt additional double yellow lines were needed to form passing bays to keep the traffic moving, maybe a tweak to the 20mph by extending it and lowering the speed limit to 40mph on the road to Trewoon. The Head explained the School had put on a free bus for a week to drop children to neighbouring villages and the take up was excellent and congestion reduced, but as soon as the week's trial finished, and the school needed to charge £1.20 take up reduced.

Funding of the scheme discussed, Cornwall Cllr Brown stated he would try to find funds for a Feasibility Study, which is the first step, Cllr Williams to contact in 2



weeks. Cornwall Cllr Cherilyn Williams will need to find the funding for the Scheme either through the Network Panel or from her own Highways budget. S106 was also queried as a potential funding pot from the Gilbert & Goode development.

Rachael Tatlow to download data from the pole and forward to the Chairman & Clerk.

Sticker traffic issues briefly discussed.

Cornwall Cllr Cherilyn Williams is willing to fund road furniture to assist traffic calming. Cornwall Cllr Geoff Brown accepted the issues being raised at St Mewan Lane.

Mrs Moody is keen that Cllrs think about traffic calming not only for the benefit of people walking to school, but the church must also be protected. Advise HGV lorries with an alternate route.

The clerk confirmed the response from the Countryside Access Team re footpath. The definitive line stops just before the quarry at the Parish boundary as described in the definitive statement. It may be that the original footpath did go down the track to the A390 and wasn't recorded by either Parish as the track is the Parish boundary. Enquiries will be made to the Definitive Map Officer in Cornwall Council for advice on this and whether any rights would have accrued or there is further evidence to substantiate.

FC195/18 Allotment Garden

Following a site visit with Cllr Wynn, Cllr Wallis, the clerk and the Parish Council's contractor investigating remedial repairs required for extensive work to be carried out. At the site meeting Cllr Wallis and Cllr Wynn were pleased how the contractor suggested the works would proceed and outlined the long - term benefits. Further discussion took place on how the repairs could be carried out at least cost to the parish, however it would be difficult to warranty the work and would not be recommended. The clerk advised Cllrs they have a duty of care to ensure they are compliant with the parish insurer's and the allotment holders. Advised Cllrs three quotations may be required.

The Chairman discussed the quotation with all members, the clerk confirmed the expenditure would come from the allocated reserves. Cllr Wynn and Cllr Wallis are satisfied with the detailed quotation, price and the quality of work that will be supplied, the chairman re-enforced the necessity to carry out the repairs, therefore in accordance of the Financial Regulations 11.1 c.

It was

RESOLVED to accept the quotation provided of £4732 plus vat. Prop Cllr Wynn, sec Cllr Wallis. All in favour. **Action: Clerk to instruct the contractor.**

FC196/18 General Data Protection Regulations Update

The clerk confirmed there is information filtering through from various sources which include the SLCC, NALC and CALC. The information will be presented for discussion at a specific meeting to be held with designated members Cllr Holman, Cllr Harrison and the Clerk at a later date, report back to council on how best to proceed.

The clerk supplied information to members on registering now with the ICO which will come under the existing Data Protection Act 1998. The council will have until expiry, 12 months from date of registration to designate a DPO if required.



It was

RESOLVED to register the Parish Council. Prop Cllr Kneller, sec Cllr Mrs Tarbox. All in favour. **Action: Clerk**

FC197/18 SSE/Western Power

The clerk confirmed there is a revised certification schedule from Western Power of the unmetered supply, dusk to dawn, on three units now as opposed to four and WP will notify EDF for revised billing. This was based on a visit from SSE confirming the units identified what the Parish Council are responsible for. Modern energy lighting supply would be in the region of £1500.00. Western Power requires a photograph of the box to investigate further.

It was

RESOLVED to renew the SSE 6-year agreement as presented and acceptance of the revised schedule. Prop Cllr Kneller, sec Cllr Mrs Mitchell. All in favour.

Action: Clerk

FC198/18 Abandonment of vehicles in the parish

Following the discussion and resolution at the Feb 18 meeting. Further advice was sought, and CC requested the parish council erect notices in Sticker car park, one of which was on the telegraph pole at the entrance, copies were sent, photographs were taken. It was disappointing that two of these notices on the pole were removed. A third was displayed on the 6th March 18. Additional notices on the parish notice boards. As requested, the clerk advised members of what action can be taken as per CC, discussion took place and

It was

RESOLVED to supply further information to Cornwall Council for enforcement. Prop Cllr Mrs Padley, sec Cllr Mrs Mitchell. All in favour. **Action: Clerk**

FC199/18 Software

Cllr Holman circulated a detailed report and quotation from Pear Technology for members to consider Parish Mapping. This is a system that will allow the parish council to produce digital maps with linked digital photographs in a PDF Format that can be sent to anyone who needs a map with linked photographs. An example of what will be included i.e. The parish assets, footpaths, bus shelters, highway verges. The list is extensive and additional modules can be added. Initial set up would be a Pt Mapper, Map Link, Online Training Package at a total cost of £1360.00. Part of the start-up cost includes an annual fee of £435.00 for a technical support package. Discussion took place and members expressed how advantageous this will be, in particular mapping the footpaths and ancient rights before they are lost. The clerk confirmed Pear Technology is often present as a trade stand at the SLCC Regional Training Seminars. As this item was discussed at the October meeting and was one of the items which forms part of the continuation in modernising St Mewan Parish Council.

It was

RESOLVED to instruct Pear Technology. Prop Cllr Holman, sec Cllr Kneller. All in favour. **Action: Clerk to instruct Pear Technology liaising with Cllr Holman and the Clerk.**



FC200/18 Trees

The clerk advised members of the original request dated October 17 from a resident in Sticker. The resident wishes to trim the trees on both sides of the footpath. Members discussed the ownership of the footpath and is unknown. It was

RESOLVED to arrange a meeting with the resident outlining the position as it currently stands. Prop Cllr Mrs Tarbox, sec Cllr Kneller. All in favour. **Action: Clerk**

FC201/18 WW1 Commemoration – Cornwall Cllr Community Chest

The clerk presented designs and costs of a commemorative bench for St Mewan Church. Cornwall Cllr Cherlyn Williams agreed to the Chairman's request and fund 50% of the total cost. If a simple concrete base was required, Cllr Spencer would carry this out free of charge. The clerk explained to members the council will need to send details of the proposed design to the Rev Marion Barratt for the PCC's approval. It was unanimously agreed, members chose design 4. It was

RESOLVED to approve the agreed expenditure of providing the bench. Prop Cllr Kneller, sec Cllr Mrs Mitchell. All in favour. **Action: Clerk to send details of the proposal to Rev Marion Barratt.**

FC202/18 Annual Play Inspections 18/19

It was

RESOLVED to appoint Rynat Ltd at the agreed cost of 17/18. Prop Cllr Spencer, sec Cllr Mrs Mitchell. All in favour. **Action: Clerk to instruct.**

FC203/18 Calloo Ltd

The clerk reported the issue at Trewoon Play Area and It was

RESOLVED the parish council retains the remaining monies outstanding until all works have been completed. Prop Cllr Kneller, sec Cllr Harrison. All in favour. The grounds contractors are attending w/c 12th March 18. **NOTED. Action: Clerk to notify Calloo Ltd.**

FC204/18 Bench at Coliza Hill

It was

RESOLVED to approve the repairs and repaint. Prop Cllr Kneller, sec Cllr Mrs Padley. All in favour. Prop Cllr Mrs Tar box, sec Cllr Holman. All in favour. **Action: Clerk to instruct AI.**

FC205/18 Financials

Members received the February 18 pay schedule as presented with the bank as at 28th February 18.

It was

RESOLVED to approve the Feb 18 pay schedule for BACS payments. Prop Cllr Kneller, sec Cllr Holman. All in favour.

Income: 0	Expenditure: 2465.01
------------------	-----------------------------

FC206/18 Correspondence received up to the time of meeting

Email



12th February 18

1. Cornwall For Change
2. Planning Enforcement 2nd -8th Feb 18
3. Localism – Cornwall Cllr Andrew Mitchell

14th February 18

4. Cornwall Community Land Trust Invitation
5. ICO forced to take down its website amid cryptocurrency hacker fear

15th February 18

6. Communities & Devolution Bulletin – CC Stakeholder Survey

16th February 18

7. Weekly Planning Reports
8. Planning Enforcement 9th – 15th Feb 18

1st March 18

9. Cornish History
10. PSE
11. Cornwall AONB Annual Conference
12. Community Energy Funding
13. Keep Britain Tidy
14. Localism Bulletin – Extension on Adult Social Care Policies
15. Weekly Planning Reports – 23rd Feb 18
16. Planning Enforcement 16th – 23rd Feb 18
17. Neighbourhood Planning E Bulletin
18. Cornwall For Change
19. Came & Co – Snow and Ice Council Matters
20. Parish and Town Council Specific Data Protection Officer Service

2nd March 18

21. Weekly Planning Lists
22. HN- Community Highways Network Schemes
23. RT – Speed monitoring reports for St Mewan Lane, Edgecumbe Rd and Westbridge Rd – March agenda item
24. AK - Notes from site meeting at St Mewan Lane 27th Feb 18 – March agenda item
25. Planning Enforcement 23rd Feb- 1st March 18
26. Invitation to SW Water Workshop Cornwall & Devon with lunch

FC207/18 Matters of Interest in the Parish (For information only)

- Cllr Holman – will investigate Footpath 419/38/1 and report to clerk
- Cllr Wynn – seat by the bus stop on Cooperage Rd requires repairs and repaint.
- Cllr Padley – to note that Whirlybobs is finishing at the Scouts Hall on the 19th March 18 due to a poor Ofsted. A Ltd nursery company called Bright Eyes is wanting to take over from April 1st 18 and has put forward a proposal to the Scouts Association. The company could be contacting the Parish Council.
- Cllr Wallis – The NHP has been signed off by Cornwall Council on the 26th February 18 and was implemented today the 7th March 18. The referendum will be held on the 26th April 18 where there will be a public vote. The benefits of the NHP will give more control to the Parish Council on planning applications. To agenda at the April 11th 18 FC meeting to



discuss publishing notices for the website, Facebook, Twitter and the local newspaper.

The wooden bus shelter at Griggs requires repairs to the roof – to agenda Members received a draft copy of ID cards for Cllrs which was resolved to purchase under minute no: FSGPA/17. Clerk and Cllr Wallis to look at the content required and a change of background colour.

- The Clerk – LMP agreement received with a small increase in funding. Reminder to all Chairmans to prepare reports for the Annual Parish Assembly.

Provisional date for the Finance Meeting is the 4th April 18

To arrange a date with Cllr Passmore to carry out the council’s internal control check.

FC208/18 Public Bodies (Admission to Meetings) Act 1960.

No confidential item to be discussed

There being no other business to be transacted the Chairman closed the meeting at 8.50 pm

Signed.....

Chairman of Full Council

Date.....

Full Council Members

- Cllr Kneller – Chairman
- Cllr Mrs Tarbox – Vice Chair
- Cllr Mrs Mitchell
- Cllr Mrs Padley
- Cllr Mrs Ringrose
- Cllr Harrison
- Cllr Holman
- Cllr Jannaway
- Cllr Nicklin
- Cllr Passmore
- Cllr Spencer
- Cllr Wallis
- Cllr Wynn

