



Grampound with Creed Parish Council

MINUTES OF THE COUNCIL MEETING

HELD IN THE TOWN HALL, ON

15th MAY 2014 following the PC's Annual Meeting



Present: Cllr. Jenkins (Chairman) Cllr. Baines Cllr. Miss James
 Cllr. Paynter Cllr. Taylor Cllr. Mrs Tyler
 County Cllr. Egerton Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.	
64/2014	<u>Apologies for Absence</u> – Cllr. Chapman (work commitment) and Cllrs. Freer and Wootton (both with ill health).	
65/2014	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-Pecuniary/Disclosable Interests</i> – Cllr. Taylor in 67d/2014 as a Trustee; Cllr. James in 72b/2014 as a Member of the WI. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – no written requests for dispensations had been received.	
66/2014	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 17 th April 2014, AGREED as a true record. b. <i>Heritage Committee Meeting</i> – 22 nd April 2014. HP20/2014 amended to read 'Dr Mattingly'. With this amendment, AGREED as a true record. c. <i>Planning Committee Meeting</i> – 6 th May 2014, AGREED as a true record.	
67/2014	<u>Outside Organisations</u> – a. <i>Police</i> – PCSO Hemming sent his apologies and reported one crime since the last meeting which falls into the Communications Act 2003. This is misuse of a mobile phone. b. <i>County Councillor</i> – Cllr. Egerton spoke to his written report (copy on file). He expressed concern about the proposed changes to the Homechoice register. (Minute 68d/2014 refers.) Agreement had been reached with the Unions, subject to a ballot of Members, to implement a 'living wage', but overall savings would be made to the salary budget. An issue had arisen with regard to free school transport for some pupils to the Roseland College. This is ongoing. The meeting held regarding Mill Lane footpath had confirmed CC's commitment to remedy the problem of the footpath up the waterfall by means of steps and a footpath diversion. Minute 71b/2014 refers. A preliminary assessment of the feasibility of a pedestrian crossing had been made by Cormac. However, a footfall survey will not take place until the estate infrastructure including the new foot entrance/exit opposite the Town Hall is complete. Only then will it be possible to determine what the flow of pedestrians will be. Minute 70b/2014. Cormac had taken a brief look at the situation, regarding the reinstatement of the bus stop at the top of the village. Cllr. Egerton recommended that this issue is left until the Linden Homes estate is fully	

	<p>complete. Minute 70a/2014 refers.</p> <p>Work had begun on the Garlenick turbines. Grampound Community Fund Panel will meet on 29th May 2014 to consider applications for the one-off £50K fund. Paperwork on the bids is awaited from Grantscape. Minute 69b/2014 refers. Cllr. Tyler said damage had been done to the Nantellan bridleway and roads. Cllr. Egerton will look into this and who is responsible to carry out repairs.</p> <p>c. <i>Village Hall Committee</i> – Cllr. Taylor reported the Committee are obtaining quotations for broadband. Negotiations are continuing with the Football Club, regarding their proposal for a pavilion. A further ‘open’ meeting will be held, possibly on 27th May 2014. The Community Shop had given the Committee a presentation. Legal advice is being sought regarding the surrender of the lease by CC. Quotations for improvements to the car park are under consideration.</p> <p>d. <i>Community Shop</i> – covered by 67c/2014 above. Planning permission had been granted for the shop. Two grant applications, one submitted and one about to be, for ca £28,000 are in hand.</p> <p>e. <i>Truro & the Roseland Community Network Panel Meeting</i> – next meeting to be held on 20th May 2014.</p>	Cllr. Egerton
68/2014	<p><u>Planning Matters</u> –</p> <p>a. <i>Planning Committee</i> – meeting held 6th May 2014.</p> <p>The Clerk reported she had received another application, which was handed to Cllr. Baines i.r.o. PA14/03698, <i>Trecaine, Grampound</i>. The Clerk advised that an extension to comment had been granted.</p> <p>b. <i>Parish Plan / Design Statement / Neighbourhood Development Plan (NDP)</i> – Minute 52d/2014 refers. Cllr. Taylor reported he had worked through the original Parish Plan and asked for comments on his revised version. He reminded Members that the aim was not to complete a NDP, but to update the Parish Plan.</p> <p>Good wishes were sent to Mrs Emma Ball (nee Grigg), who had been very helpful with the NDP and is going on maternity leave.</p> <p>c. <i>Planning Applications Approved by CC: PA14/01335, Hillside, Fore Street, Grampound</i> – refurbishment of pig-sty (20m2/54m3). Installing external access to existing kitchen loft (34m2). Installation of 32m2 of ground mounted solar electricity panels.</p> <p>d. <i>Social Housing Allocation Scheme</i> – CC are consulting on new legislation that means Local Authorities can now make changes to their schemes such as who can qualify to join the Housing Register: http://www.cornwall.gov.uk/housing/housing-strategy/allocations-scheme/</p>	All Members Clerk
69/2014	<p><u>Heritage Committee</u> – meeting held on 22nd April 2014.</p> <p>a. <i>Footpath Leaflets</i> – HP26/2014 refers. A revision and reprint of the leaflets is required. Cllr. Jenkins will provide the Clerk with the originals for amendment. She will also obtain rough quotations.</p> <p>b. <i>Wind Turbine Community Fund</i> – the application to the Community Fund will need to be made by the Parish Council. Cllr. Wootton to action.</p>	Cllr. Jenkins / Clerk Cllr. Wootton
70/2014	<p><u>Highways Matters</u> –</p> <p>a. <i>Bus Stop</i> – Minute 35a/2014 refers. Covered by Minute 67b/2014 above.</p> <p>b. <i>Pedestrian Crossing, Fore Street</i> – covered by 67b/2014 above.</p>	
71/2014	<p><u>Environmental Matters</u> –</p> <p>a. <i>Amenity Land, The Tannery Development</i> – Minute 54a/2014 refers. Cllr. Tyler reported a meeting with Mr Croggon had been held on 30th April 2014. It had been agreed that the fence would be left as it is, until the lease has been signed over to the PC. Cllr. Paynter queried why the</p>	

	<p>Council was pursuing this matter and asked what the lime pits would be used for. Cllr. Tyler said she thought the idea was to tidy the area.</p> <p>Cllr. Paynter was opposed to acquiring the land. Cllr. Baines said he was uneasy about the proposal. It was clarified that the area was fenced already. Mr Tyler (retired solicitor) described the lease as 'bog standard'.</p> <p>It was agreed to defer the item to the June meeting, when a written proposal will be submitted.</p> <p>b. <i>Footpath No.11, Mill Lane to Pepo Lane</i> – Minute 54b/2014 refers. Covered by Minute 67b/2014 above.</p> <p>c. <i>Creed Burial Ground</i> – Minute 54c/2014 refers. Cllr. Jenkins reported that consideration was being given to an alternate access point to the new site. He said the next step will be to submit a planning application. The Clerk queried if the Church of England needed planning permission. Cllr. Egerton will check. It was RESOLVED the PC would fund the planning application, if it is needed. Cllr. Tyler abstained and wanted to establish what had become of the original £1,000 donated for an extension.</p> <p>It was RESOLVED to approach the PCC Treasurer and ask for a breakdown of the cost of cutting the grass in Creed churchyard.</p> <p>d. <i>Street Maintenance</i> – Minute 63/2014 refers. Cllr. Jenkins reported he had spoken with Mr Brunsdon. He is currently paid for 3 hours a month to cut the grass verges and it had been AGREED to increase the hours to cover the costs of tidying up grass verge edges, clearing cuttings, etc., at an overall cost of £65 p.m.</p> <p>Cllr. Tyler asked if the weeds around the Cross could be cleared. A call is to be made for volunteers to help with routine maintenance issues.</p>	<p>Cllr. Jenkins</p> <p>Cllr. Egerton</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																								
72/2014	<p><u>Town Hall</u> –</p> <p>a. <i>Broadband</i> – Minute 55b/2014 refers. Cllr. Wootton reported, through the Chairman, that he is working on this.</p> <p>b. <i>Grampound WI</i> – the local WI will be using the village hall for their future meetings, after many years of making their 'home' in the lower room of the town hall. Cllr. James had declared an interest in this item.</p> <p>It was RESOLVED to purchase two kettles and table at a cost of £45 from the WI, but the two heaters are not needed.</p>	<p>Clerk</p>																								
73/2014	<p><u>Administrative Matters</u> –</p> <p>a. <i>Financial Regulations / Standing Orders</i> – Minute 56a/2014 refers. The Working Party had yet to meet. Deferred to the June meeting.</p> <p>b. <i>Annual Report 2013-14</i> – Members adopted the report and arranged to distribute them themselves.</p> <p>c. <i>Review of Polling Districts and Polling Places</i> – Members did not feel that any changes were needed. The Clerk to advise CC.</p> <p>d. <i>Sevanoaks Town Council</i> – it was RESOLVED not to support a proposal: "That the government take the necessary action to allow a percentage of Business Rates to be paid direct to Parish and Town Councils for the benefit of local economic growth." Details previously emailed.</p>	<p>Clerk</p> <p>All Members</p> <p>Clerk</p>																								
74/2014	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.2014/15-2, to a value of £1,424.07 were APPROVED for payment.</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Stationery and Annual Reports</td> <td>202.72</td> <td>11.69</td> <td>214.41</td> </tr> <tr> <td>Internal audit</td> <td>60.00</td> <td></td> <td>60.00</td> </tr> <tr> <td>Weed spraying</td> <td>78.00</td> <td>15.60</td> <td>93.60</td> </tr> <tr> <td>Grass cutting expenses (petrol)</td> <td>4.78</td> <td>0.95</td> <td>5.73</td> </tr> <tr> <td>Norfolk China Ltd - WWI mugs</td> <td>441.45</td> <td>88.29</td> <td>529.74</td> </tr> </tbody> </table>	Item	Price	VAT	Total	Stationery and Annual Reports	202.72	11.69	214.41	Internal audit	60.00		60.00	Weed spraying	78.00	15.60	93.60	Grass cutting expenses (petrol)	4.78	0.95	5.73	Norfolk China Ltd - WWI mugs	441.45	88.29	529.74	
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	Staffing costs	520.59	520.59 £1,424.07
	<p><i>Weed Spraying Contract</i> – Tregony PC were concerned that the pavements where they join house walls had been sprayed but the contractor had not sprayed the pavements where they join the road surfaces. It was clarified that the areas, which were weed sprayed were as per the map provided by CC/Cormac Solutions.</p> <p><i>Fire Protection</i> – Members tested and confirmed the smoke detectors and torches were working, whilst the cheques were being signed.</p> <p>b. <i>End of Year 2013/14</i> – Council received and accepted the accounts. The Clerk to submit the Annual Return to the External Auditors. The Internal Auditor had commented that the records are maintained to a high standard, but that he wished to see the invoices i.r.o. the sums received from Crowan PC for printing. The Clerk advised these had since been provided to him.</p> <p>Budget papers will be put on the website, together with a pie-chart showing graphically where money was spent, provided by Cllr. Taylor.</p> <p>c. <i>Dr Round's Retirement</i> – it was AGREED to provide him with a scroll to commemorate his long association with the village. Cllrs. Jenkins and Tyler will draw up a form of suitable wording. It was thought it would be a nice idea for the Grampound seal to be used. Cllr. Tyler will speak to Dr Jo Mattingly about this.</p>		Clerk Clerk Cllrs. Jenkins / Tyler Cllr. Tyler
75/2014	<u>Preparing for a Power Cut or Emergency</u> – booklet plus toolkit. Clerk's report refers. It was AGREED to donate this to the Carnival Auction.		Cllr. Jenkins
76/2014	<u>Documentation</u> – a. <i>Clerks & Councils Direct</i> – May 2014.		
77/2014	<u>Diary Dates</u> – a. <i>Clerk's Leave</i> – 26 th May to 1 st June 2014. b. <i>Planning Committee Meeting</i> – 10 th June 2014. c. <i>Heritage Committee Meeting</i> – 24 th June 2014. d. <i>Full Council Meeting</i> – 19 th June 2014.		
78/2014	<u>Information Only / Future Agenda Items</u> – none.		
79/2014	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, concerning contracts, it was RESOLVED in the public interest that the press and public be excluded and they were instructed to withdraw.		
80/2014	<u>Town Hall Tables</u> – Clerk's report refers. Members considered the quotations for the refurbishment of the town hall tables and it was RESOLVED to award the contract to Park Lane Restoration at a cost of £679.		

Signature: (Cllr. Jenkins)
Parish Council Chairman

Date: 19th June 2014