



# Grampound with Creed Parish Council

## MINUTES OF THE COUNCIL MEETING

HELD IN THE TOWN HALL, ON

16<sup>th</sup> OCTOBER 2014 @ 7.30pm



Present: Cllr. Jenkins (Chairman)                      Cllr. Baines                                      Cllr. Ms Chapman  
 Cllr. Freer    Cllr. Miss James                              Cllr. Paynter  
 Cllr. Mrs Tyler    Cllr. Wootton                                      County Cllr. Egerton

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chair welcomed those present. Members met with Mrs Jane Sloan, Chair of the Village Hall Committee. Covered by 129c/2014.	
126/2014	<u>Apologies for Absence</u> – Cllr. Taylor (business commitment) and the Clerk (illness). In the absence of the Clerk, Mrs Liz Fisher had kindly stepped in to take the Minutes.	
127/2014	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-Pecuniary/Disclosable Interests</i> – none. 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.	
128/2014	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 18 <sup>th</sup> September 2014, <b>AGREED</b> as a true record. b. <i>Heritage Committee Meeting</i> – 15 <sup>th</sup> October 2014, deferred to the November meeting.	
129/2014	<u>Outside Organisations</u> – a. <i>Police</i> – PCSO Hemming sent his apologies and advised there had been no crimes reported in the Parish since the September meeting. b. <i>County Councillor</i> – Cllr. Egerton spoke to his written report (copy on file). i. <i>Mill Lane Footpath</i> – Cllr. Egerton reported there had been no progress on the re-opening of the footpath. Detailed engineering drawings and costings are awaited from the Cormac design team. i. <i>Housing in Cornwall</i> – Minute 116e/2014 refers. Cllr. Egerton said he had voted for the draft Local Plan, which included a target number of new homes in Cornwall of 47,500 in the plan period. He is satisfied that this is a realistic figure and he is not persuaded by CPRE'S arguments for a lower figure. ii. <i>Street Lighting</i> – Cllr. Egerton provided details of CC's 'Invest to Save' Project. c. <i>Village Hall Committee</i> – Mrs Sloan presented a case for the Parish Council to bid for the grant for the young children's play area as it is a publicly accessible and popular space. This would also allow the VAT to be reclaimed. 52K total is over the 50K maximum grant available. The Clerk had written to HMRC to check if this is feasible. Cllr. Egerton reported that Probus had recently done the same and had successfully claimed the VAT back. Cllr. Paynter asked who would manage the play area once it was completed. Mrs Sloan reported that the Hall Trustees	

	<p>would. Mrs Sloan then left the meeting.</p> <p>Cllr. Freer reported that at the Hall AGM due in November five trustees will be leaving and new Trustees are urgently needed. Also there was to be a village party to commemorate the hall being 10 years old and being returned to the control of the village. Sunday 9<sup>th</sup> November 2014, 3.30 onwards with refreshments provided. All were encouraged to attend. This was due to also be a celebration of the opening of the shop but that is now happening on the Friday 7<sup>th</sup> November.</p> <p>Cllr. Jenkins reminded Members that £400 had been set aside to enable a Broadband connection in the hall. Cllr. Tyler agreed that it is needed and should be discussed more fully at another meeting.</p> <p>Cllr. Jenkins asked if there were any comments regarding the section 106 money which had not been spent or allocated yet. Cllr. Tyler asked if there would be any left. If VAT is reclaimed there should be 4K.</p> <p>d. <i>Community Shop</i> – Cllr. Wootton reported that the shop sign is now in place. Internally the coffee shop is complete and the shop almost. Some stock has been delivered. A manager had been appointed and she had been working with volunteers to set up a training schedule, a rota and other tasks. Opening hours will be: shop – Mon – Fri 8 – 6, Sat 8 – 2, Sun 9 – 12. Coffee shop Mon – Fri 8 – 4, Sat 8 – 12.</p> <p>Mrs Helen Bunt will be Treasurer and Ms Sue Mills, Bookkeeper.</p> <p>The support of the PC was acknowledged and thanks given for it.</p> <p>Official opening will be Friday 7<sup>th</sup> November, 10.30 by Ms Alex Polizzi but will quietly open on the 1<sup>st</sup> to smooth out hiccups. Members were asked to consider attending</p> <p>The Post Office would like to move but this will be reviewed in the New Year once the shop and its' customers have settled in.</p> <p>e. <i>Truro &amp; the Roseland Community Network Panel Meeting</i> – the next meeting is scheduled for Tuesday, 21<sup>st</sup> October 2014, 7pm, NCH and will focus on CC's 2015/16 budget. Members were encouraged to attend.</p> <p>NOTE – the Clerk had previously forwarded a report, which highlighted some of the biggest potential impacts on future PC budgets, including:</p> <ol style="list-style-type: none"> <li>i. <u>Planning</u> – proposal to cease sending hardcopies of planning applications. Cllr. Jenkins asked Members to consider dealing with planning applications online only. Some members wanted paper copies. Cllr. Jenkins asked how copies would be obtained if CC went over to online only. They can be downloaded from the planning portal. Cllr. Baines volunteered to try out a fully digital presentation to either the Planning Committee or Full Council or both. Members would then be in a better position to comment on whether it would be feasible to go digital.</li> <li>ii. <u>Rate Relief Scheme</u> – proposal to remove discretionary scheme. At the current rate level, this would cost us £525 for the town hall.</li> <li>iii. <u>Public WCs</u> – proposal to transfer ownership to local councils / other organisations. Rates may be payable. Members felt that all organisations involved (Hall Committee, village store and PC) would probably need to discuss the future of the public WCs should it arise.</li> </ol>	<p>Clerk</p> <p>Cllr. Baines</p>
<p>130/2014</p>	<p><u>Planning Matters</u> –</p> <ol style="list-style-type: none"> <li>a. <i>Planning Committee</i> – no meeting had been held.</li> <li>b. <i>Planning Applications Approved by CC</i> – information only. <ol style="list-style-type: none"> <li>i. <i>PA14/05812, Olde Walls, Fore Street, Grampond</i> – restore (repair or replace) 4 single glazed sliding sash timber windows on front elevation. <i>PA14/06369 &amp; PA14/06368, Over the Hopway, Fore Street, Grampond</i> –replacing asbestos tile roof with local slate tiles, insulating roof, repairing/rebuilding chimneys (with existing bricks and where necessary reclaimed matching bricks), replacing flashing and</li> </ol> </li> </ol>	

	<p>installing a velux window at the rear.</p> <p>ii. <i>PA14/07905, Land Adjacent to 1 Pepo Lane, Grampound</i> – proposed garage, utility and conservatory extension.</p> <p>c. <i>Planning Applications Withdrawn by Applicant</i> – information only.</p> <p>iii. <i>PA14/07442, Land South of The Brambles, Hewaswater</i> – erection of detached two storey house on garage site and resited garage.</p> <p>d. <i>Penbetha Farm, Grampound</i> – proposed wind turbine. Details previously emailed. Members felt it was wise of Mr Harvey Johns to advise of this but did not wish to comment until the full planning proposal is presented thus keeping the channel of communication open.</p> <p>e. <i>Housing in Cornwall</i> – CPRE report. Covered by 129b/2014 above. Noted a second report had previously been circulated via email.</p> <p>f. <i>Affordable Housing (AH) Leaflets</i> – CC's AH Team have produced a series of bite-size leaflets which cover some of the most commonly asked questions about affordable housing. Titles are:</p> <p>i. Understanding your Section 106 agreement</p> <p>ii. Selling your Affordable Home</p> <p>iii. Renting out your Affordable Home</p> <p>iv. Providing your own Affordable Home (including self-build)</p> <p>v. Applying for Affordable Housing.</p>	
131/2014	<p><u>Highways Matters</u> –</p> <p>a. <i>20mph Proposal for Fore Street</i> – Minute 122a/2013 refers. Cllr. Paynter wished to see a permanent speed restriction pursued. Noted Cornwall Council has a policy to introduce 20 mph speed limits outside schools and in residential areas, where appropriate.</p> <p>b. <i>Bypass</i> – standing item, placed on the agenda annually in October.</p>	Clerk
132/2014	<p><u>Amenity / Environmental Matters</u> –</p> <p>a. <i>Amenity Land</i> – Minute 118a/2014 refers.</p> <p>i. <u>The Small Field</u> – Signing of the lease was delayed as the wrong map had been sent to Mr J. Croggon. Cllrs. Tyler and Jenkins were <b>AUTHORISED</b> to sign next week when correction made.</p> <p>i. <u>Lime Pits</u> – Cllr. Wootton reported that this had been discussed by the Heritage Centre Committee who felt these are important as a piece of village history. If the village does not take the lease on the Croggons will let them deteriorate and the land will remain unkempt. Residents had agreed to assist in clearing it up. That needs to be done sympathetically to maintain what structure remains. Cllr. Paynter asked about costs to be incurred and would like clarification that Mr Croggon will pay all his own costs. Cllr. Wootton confirmed what work would be done, i.e. clear the ivy off the buildings and the interiors if feasible once seen, clear the scrubby area generally, put up an explanatory board. The pits themselves need investigating. Cllr. Baines asked how dangerous was the work and would the volunteers be covered by insurance whilst doing the work. It was confirmed they would. Before the vote to pursue the Lease was taken, Cllr. Paynter stated that the Parish Council should not be responsible for any of Mr. Croggon's associated costs, and he asked for this to be Minuted. Members indicated their agreement.</p> <p>It was <b>RESOLVED</b> the PC should take this area on. Six voted in favour, Cllr. Freer voted against and Cllr. Baines abstained.</p> <p>b. <i>Creed Burial Ground</i> – Minute 118b/2014 refers. Cllr. Jenkins will have this ready for the next meeting but there are no issues. Cllr. Freer asked for a date for completion. Cllr. Jenkins said as soon as possible.</p>	Cllrs. Jenkins / Tyler

	<p>c. <i>Mill Lane Footpath</i> – covered by Minute 129b/2014 above.</p> <p>d. <i>Town Crier</i> – Minute 118e/2014 refers. Town Crier Mr Sweetman to receive a scroll and tankard, Clerk and Cllr. Taylor still to sign scroll. Clerk has Mr Sweetman’s address.</p> <p>Mr James Woodman and Mrs Lesley Bennett expressed interest in the post of Town Crier. Cllr. Freer will report to the next meeting, if Mr Woodman agrees. Cllr. Tyler thought they should both be heard speaking. Mr Woodman had asked about the robes/costume. Mr Sweetman had won prizes for his but he is seriously unwell at present so should not be approached regarding their possible sale. Deferred to November meeting.</p> <p>e. <i>Grit Bins</i> – Cllr. Tyler had checked the bin at Nantellan to ensure stocks are adequate and notices in situ, Cllr. Wootton will check the one in Old Hill, Cllr. Jenkins the one at Creed and Cllr. Taylor will be asked to check the bin in Bonython Drive.</p> <p>f. <i>PROWs</i> – Minute 08/2014. The lawn mower should be in Cllr. Egerton’s garage. Mr Brunsdon may have the leaf blower, which should also be there but had been missing for a week or so. Cllr. Jenkins to check with Clerk who is now the Footpath Warden and to establish if s/he is willing to use the leaf blower to clear the leaves from the Fal footpath.</p> <p>g. <i>River Fal Footbridge/Footpath</i> – standing item, placed on the agenda annually in October. Plans were drawn up years ago – expensive and complicated. The Clerk to find these and circulate. The Clerk to also check if any money is held back for this task.</p> <p>h. <i>Probus Bus Shelter</i> – Minute 124c/2014 refers. The new bus shelter in Probus was funded by CC. Members thought it looked good.</p> <p>i. <i>Tidy Up Grampound Campaign</i> – Members considered what action to take on the following:</p> <ul style="list-style-type: none"> <li>i. <u>Litter</u> –</li> <li>ii. <u>Bollards</u> –</li> <li>iii. <u>Dirty Pavements</u> –</li> <li>iv. <u>Weeds</u> – Mrs Fisher volunteered to do the area around the Town Hall and Market Cross. A weed–spraying contractor had been appointed. The Clerk to remind him and to put an item in the <i>Grampound Times</i> regarding general cleaning up on streets, etc.</li> </ul>	<p>Clerk</p> <p>Cllrs. Jenkins / Taylor / Wootton</p> <p>Cllr. Jenkins Clerk</p> <p>Clerk Clerk</p> <p>Mrs Fisher Clerk</p>
<p><b>133/2014</b></p>	<p><u>Town Hall</u> –</p> <p><b>a.</b> <i>Electricity Supply</i> – Minute 119c/2014 refers. An update, regarding a possible alternative supplier was deferred to the November Meeting.</p> <p><b>b.</b> <i>Council Chamber Lock</i> – Minute 119d/2014 refers. Cllr. Jenkins had looked at the locks, but they are still not 100% right.</p> <p><b>c.</b> <i>Fire Extinguishers</i> – two new extinguishers had been installed.</p> <p><b>d.</b> <i>Water Pipes</i> – a check of the insurance documents found that it is a requirement of our cover that the pipes should be lagged. Those in the WC had been done, but not those in the lower room. Cllr. Baines offered to deal with this.</p>	<p>Clerk</p> <p>Cllr. Baines</p>
<p><b>134/2014</b></p>	<p><u>Administrative Matters</u> –</p> <p>a. <i>Financial Regulations / Standing Orders</i> – Minute 120a/2014 refers. Members considered the following:</p> <ul style="list-style-type: none"> <li>i. <u>Additional Order</u> – Members <b>RESOLVED</b> to accept the proposal that the following be inserted between Standing Orders 12 and 13: <i>That any member designated within the Official Minutes a particular responsibility to present essential information on a particular item at the next Council Meeting, should if unable to attend that meeting,</i></li> </ul>	<p>Clerk</p>

	<p><i>provide a written report for members information to ensure that unnecessary delay to conclusion of the business does not occur.</i></p> <p>ii. <u>Standing Orders / Financial Regulations</u> – it was <b>RESOLVED</b> to adopt the revised Standing Orders / Financial Regulations, with the addition of [i] above.</p> <p>If any Member requires a hardcopy, they should liaise with the Clerk.</p> <p>b. <i>Cornwall Community Flood Forum</i> – Cllr. Jenkins had attended a meeting at Eden and some good ideas and suggestions were heard.</p>																													
135/2014	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2014/15-6, to a value of £1,419.85 were <b>APPROVED</b> for payment. Cllr. Paynter queried the £500 to the Football Club. Cllr. Jenkins explained it had been agreed to grant £500 per annum for 3 years towards pitch maintenance.</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Staffing costs – incl. tax and NI</td> <td>353.45</td> <td></td> <td>353.45</td> </tr> <tr> <td>Admin expenses</td> <td>17.00</td> <td></td> <td>17.00</td> </tr> <tr> <td>Grant – Football Club</td> <td>500.00</td> <td></td> <td>500.00</td> </tr> <tr> <td>Grant – community shop</td> <td>187.00</td> <td>26.40</td> <td>213.40</td> </tr> <tr> <td>Town Hall expenses</td> <td>280.00</td> <td>56.00</td> <td>336.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="border-top: 1px solid black; border-bottom: 3px double black;"><b>£1,419.85</b></td> </tr> </tbody> </table> <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>Internal Accounts Check</i> – Cllr. Taylor reported, via email, that he was pleased to confirm he had undertaken the internal check shortly after the last meeting and is fully satisfied that the records being kept accurately reflect the financial position of the Council.</p> <p>c. <i>Heritage Centre</i> – Minute 121d[vi]/2014 refers. Both the laptop and computer had died in the last 12 months. A request for a grant towards the cost of a new computer at a cost of approximately £600 – 800 will be put to the November meeting when the specification had been settled.</p>	Item	Price	VAT	Total	Staffing costs – incl. tax and NI	353.45		353.45	Admin expenses	17.00		17.00	Grant – Football Club	500.00		500.00	Grant – community shop	187.00	26.40	213.40	Town Hall expenses	280.00	56.00	336.00				<b>£1,419.85</b>	
Item	Price	VAT	Total																											
Staffing costs – incl. tax and NI	353.45		353.45																											
Admin expenses	17.00		17.00																											
Grant – Football Club	500.00		500.00																											
Grant – community shop	187.00	26.40	213.40																											
Town Hall expenses	280.00	56.00	336.00																											
			<b>£1,419.85</b>																											
136/2014	<p><u>Documentation</u> –</p> <p>a. <i>Vodafone Rural Open Sure Signal Programme</i> – deadlines for applications was 14<sup>th</sup> October 2014. Information previously circulated.</p> <p>b. <i>Peninsula Community Health</i> – Annual Review, April 2013 – March 2014.</p>																													
137/2014	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 20<sup>th</sup> November 2014.</p> <p>b. <i>Planning Committee Meeting</i> – 11<sup>th</sup> November 2014.</p> <p>c. <i>Heritage Committee Meeting</i> – 2<sup>nd</sup> December 2014.</p>																													
138/2014	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Hewaswater Engineering Operating Hours</i> – Cllr. Jenkins said he had met with Mr Richard James of HE and discussed his planning restrictions. Cllr. Jenkins had invited him to present his case in writing.</p> <p>b. <i>Flooding at Winnow Spring Cottage</i>.</p>	Cllr. Tyler																												
139/2014	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations for work, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>																													

140/2014	<u>Town Hall Cleaning</u> – Minute 119b/2014 refers. There was a general discussion regarding the cleaning of the Town Hall, litter picking, etc. It was <b>AGREED</b> that Mr Brunsdon should be given a list of his duties and a timetable for their action.	Clerk
141/2014	<u>Meeting Closed</u> – 21.15pm.	

Signature: ..... (Cllr. Jenkins)  
Parish Council Chairman

Date: 20<sup>th</sup> November 2014