



# Grampound with Creed Parish Council

## MINUTES OF THE COUNCIL MEETING

HELD IN THE TOWN HALL, ON

THURSDAY, 18<sup>th</sup> JUNE 2015 @ 7.30pm



Present: Cllr. Jenkins (Chairman)  
Cllr. Freer  
Mrs Thompson (Clerk)

Cllr. Ms Chapman  
Cllr. Mrs Tyler

Cllr. Elvy  
Cllr. Wootton  
County Cllr. Egerton

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome / Public Forum</u> – Cllr. Jenkins welcomed those present.	
76/2015	<u>Casual Vacancy</u> – Cllr. Elvy provided his completed Financial Interests form to the Clerk. The Clerk to submit to CC. Cllr. Paynter had submitted his resignation w.e.f. 30 <sup>th</sup> June 2015. Deferred to the July meeting.	Clerk
77/2015	<u>Apologies for Absence</u> – Cllr. James (leave); Cllrs. Paynter and Taylor. Cllr. Egerton sent his apologies, as he will be late in arriving.	
78/2015	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-Pecuniary/Disclosable Interests</i> – none. Cllr. Jenkins to provide the Clerk with a revised Financial Interests form to reflect he had been elected to the Community Shop Steering Committee. 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> – none.	Cllr. Jenkins
79/2015	<u>Minutes of Meetings</u> – a. <i>Full Council Annual Meeting</i> – 21 <sup>st</sup> May 2015, <b>APPROVED</b> as a true record. b. <i>Full Council Meeting</i> – 21 <sup>st</sup> May 2015, <b>APPROVED</b> as a true record. c. <i>Heritage Committee Meeting</i> – meeting scheduled for 2 <sup>nd</sup> June 2015 was cancelled. d. <i>Planning Committee Meeting</i> – 9 <sup>th</sup> June 2015, <b>APPROVED</b> as a true record.	
80/2015	<u>Outside Organisations</u> – a. <i>Police</i> – PCSO Hemming sent his apologies and reported there had been three crimes in the previous month: [1] criminal damage to a vehicle in Old Hill, [2] theft of farm gates, later found in a field and [3] a dog not under proper control. Members were invited to take part in a consultation to establish the current level of engagement we have with the Police, what we would like from them, and how we can match this to what they can offer. Closing date 19 <sup>th</sup> June. Cllr. Tyler suggested reintroducing the Liaison Meetings. b. <i>County Councillor</i> – Cllr. Egerton spoke to his written report (copy on file). c. <i>Village Hall Committee (VHC)</i> – Cllr. Chapman had been unable to attend i. <u>Play Equipment</u> – the play equipment had been delivered and is due to be installed next week.	Clerk

	d. <i>Community Network Panel</i> – 21 <sup>st</sup> July 2015.	
81/2015	<p><u>Planning Matters</u> –</p> <p>a. <i>Planning Committee</i> – covered by the Planning Minutes. It was <b>RESOLVED</b> to co-opt Cllrs. Elvy and Freer to the Planning Committee to stand in as necessary, to ensure that it is always quorate. It was further <b>RESOLVED</b> to co-opt Cllr. Elvy to the Heritage Committee to stand in as necessary, to ensure that it is always quorate. The Clerk to advise Mrs Fisher.</p> <p>b. <i>Planning Applications Refused by CC</i> – information only.</p> <p>i. <u>PA15/02473, Plots 48, 58 and 63, Former Tannery, Grampound</u> – change of use from commercial units to five residential units.</p> <p>ii. <u>PA14/11579, Land South East of Penbetha Farm, Grampound Road</u> – planning application for the installation and operation of a single agricultural scale wind turbine with a max tip height of 48.01m.</p> <p>c. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA15/02852, Carwinnick Cottage, Grampound</u> – alterations and rear extension and detached garage / car port.</p> <p>d. <i>Enforcement Issues</i> – Minute 17c/2015 refers.</p> <p>i. <u>EN14/01770, Pencoise Farm, Tregony</u> – alleged breach of enforcement notice – still 2 caravans on the land, the shipping container and the sheds are still on site. Case officer: Ms Felicity Coplestone. There was no update from CC’s Legal Department. Cllr. Egerton to be asked to assist in obtaining a progress report.</p> <p>ii. <u>EN15/01052, Land to North Pencoise Castle Farm (Denys Farm), Tregony</u> – an allegation of fire arms in use on the land. Cllr. Jenkins reported the case officer had made a site visit yesterday. He will provide the Clerk with the officer’s name.</p> <p>iii. <u>2 Leahurst, Fore Street</u> – solar panels had been installed on a property in the conservation area. It had since been clarified that government guidance had since changed and there is no longer a requirement to obtain planning permission for this type of development. The Clerk to establish if the building is listed.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Jenkins</p> <p>Clerk</p>
82/2015	<p><u>Amenity / Environmental Matters</u> –</p> <p>a. <i>Public WCs</i> – Minute 67a/2015 refers. Cllr. Egerton said he is not yet in a position to make a report to the Village Hall Committee, as he is awaiting more information on the costs of electricity and water.</p> <p>b. <i>Tannery Amenity Land (TAL)</i> – Minute 67b/2015 refers.</p> <p>i. <u>Planning Application</u> – ‘Change of Use’ planning application had been submitted by Mr Tyler. CC had since requested further information.</p> <p>ii. <u>Fencing</u> – the fencing is now in place and the field could be opened to the public. The Tannery Management Company (TMC) had been formed. It is intended that they will be responsible for cutting the grass on the TAL. Cllr. Jenkins said an access gate would be needed. Cllr. Tyler will ask for a quotation from Mr Pearce. It was <b>RESOLVED</b> to invite a Member of the TMC to serve on the Heritage Committee.  Cllr. Egerton arrived at this point.</p> <p>c. <i>Tidy Up Grampound Campaign</i> – Minute 67c/2015 refers. Cllr. Freer reported he had cleaned the bollards on the lower end of Fore Street. Cllr. Jenkins has two to do at the top of the street.</p> <p>d. <i>Parish Walk</i> – Minute 67d/2015 refers. Cllrs. Jenkin, Chapman and James had carried out a Parish Walk and made the following report:</p>	<p>Cllr. Tyler</p> <p>Clerk</p>

	<p>i. <u>Tree Preservation Order(s)</u> – the Clerk to speak to CC’s tree officer regarding item [a] and [b]:</p> <p>a. As you enter Old Tannery Lane from Bosillion Lane there is a prominent row of mature trees. They are an attractive feature and they are visible from most of the Tannery.</p> <p>b. Two trees either side of Creed Lane just a little further south of the entrance into the Tannery.</p> <p>c. The Leylandii(?) on Mill Lane by the Chinese Car Park have become quite tall making the whole area dark and it looks like they are interfering with electric cables. The Clerk to report this to Western Power.</p> <p>ii. <u>Street Furniture</u> – inspection of all the PC-owned street furniture, village signs, flowerbeds, etc.</p> <p>a. The new bus stop has its electronic sign inside but doesn’t seem to be fully working yet. Posters had since been removed. The Clerk to ask Cllr. James to inform her if this occurs again.</p> <p>b. The telephone box, which has listed building status, looked particularly grubby. It didn’t look as if it had been used recently and there was no dial tone when the receiver was lifted. The Clerk to report this to BT.</p> <p>iii. <u>PROWs</u> – inspection of the footpaths, etc.</p> <p>iv. <u>Lime Pits</u> –</p> <p>a. There is an attractive tree at the Eastern side of the lime pits. The Clerk to seek the views of CC’s Tree Officer. It was <b>RESOLVED</b> that the buildings and ancient lime pits should be fenced off and the perimeter fence removed.</p> <p>b. There is a tree growing out of the walls of some of the more modern lime pits on the Western side. It was <b>RESOLVED</b> to have this felled.</p> <p>c. The quite modern settling tank from the 1970s is a prominent feature but it would be uncertain how to make it safe for public access. The Clerk to seek the views of the Heritage Committee and any specialist advice they may get as to whether this could be filled in.</p> <p>A further walk will be held after 20<sup>th</sup> July 2015.</p> <p>e. <u>Public Rights of Way (PROWs)</u> – the Clerk reported Mr Brewer had cut the footpaths.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>83/2015</p>	<p><u>Highways Matters</u> –</p> <p>a. <i>Fore Street</i> –</p> <p>i. <u>Traffic Calming Measures</u> – Minute 68a/2015 refers. Members had been provided with the response from Mr Ben Dickinson Highways and the report from Cllr. Egerton, which set out suggestions for a PC policy on traffic calming measures.</p> <p>Members felt the best way of ascertaining residents’ opinion on traffic calming was to carry out a door-to-door survey. Cllr. Chapman said there is a speeding problem, but as Cllr. Egerton’s report shows options are limited. Cllr. Wootton said what was needed was for the PC to speak from an ‘authoritative’ position, by carrying out a survey. Cllr. Egerton referred to the options in his report. The preferred option of average speed cameras is not suitable for Grampound because the 20mph speed restriction during school hours would have to be removed. He said it would be best for the PC to come up with a specific solution.</p> <p>Members to carry out a house-to-house survey, to include:</p>	

	<ol style="list-style-type: none"> <li>1. Perceived Opinion – do they think there is a speed problem?</li> <li>2. Demographics – live / work in village, drive, use the bus, etc.</li> <li>3. Average Speed Cameras – this would necessitate the removal of the 20mph school hours speed restriction</li> <li>4. Mobile Speed Visor System – comes without penalties.</li> <li>5. No Action on Speed.</li> </ol> <p>It was <b>RESOLVED</b> Cllr. Jenkins would draw up a draft questionnaire for circulation to Members. A decision deferred to the July meeting.</p>	Cllr. Jenkins																																																				
84/2015	<p><u>Town Hall</u> –</p> <p><i>Town Clock</i> – Minute 69a/2015 refers. A grant of £1,500 had been secured from the Grantscape Fund and Smith &amp; Co. asked to carry out the work at their earliest convenience.</p> <p><i>Meter Readings</i> – Minute 71a/2015 refers. Cllr. Jenkins reported Ms Stephanie Cairns is willing to take regular meter readings.</p>																																																					
76/2015	<p><u>Administrative Matters</u> –</p> <ol style="list-style-type: none"> <li>a. <i>Annual Report</i> – Members <b>RESOLVED</b> to adopt the report and arranged to distribute them themselves.</li> <li>b. <i>Risk Assessment</i> – Members <b>RESOLVED</b> to adopt the risk assessments for the following activities: <ol style="list-style-type: none"> <li>i. Flowerbed Maintenance</li> <li>ii. Public Rights of Way</li> <li>iii. Grass Cutting / Litter Picking</li> <li>iv. Town Hall, including Administrative Systems</li> </ol> <p>The Clerk to provide copies to employees and appropriate volunteers.</p> </li> <li>c. <i>Transparency Code</i> – report from the Clerk (copy attached). Members considered the implications and it was <b>RESOLVED</b> to adopt the report and action accordingly.</li> </ol>	<p>All Members</p> <p>Clerk</p> <p>Cllr. Jenkins / Clerk</p>																																																				
77/2015	<p><u>Financial Matters</u> –</p> <ol style="list-style-type: none"> <li>a. <i>Accounts for Payment</i> – schedule No.2015/16-4, to a value of £1,695.89 were <b>APPROVED</b> for payment.</li> </ol> <table border="1"> <thead> <tr> <th>Item</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Annual Reports</td> <td>92.00</td> <td></td> <td>92.00</td> </tr> <tr> <td>Fence - Tannery estate amenity area</td> <td>229.38</td> <td>45.87</td> <td>275.25</td> </tr> <tr> <td>Fore Street flowerbeds</td> <td>59.50</td> <td>3.90</td> <td>63.40</td> </tr> <tr> <td>Grass cutting expenses (petrol)</td> <td>4.32</td> <td>0.87</td> <td>5.19</td> </tr> <tr> <td>Staffing costs – Clerk</td> <td>284.51</td> <td></td> <td>284.51</td> </tr> <tr> <td>Staffing costs – cleaning + litter pick + grass cutting</td> <td>119.30</td> <td></td> <td>119.30</td> </tr> <tr> <td>Staffing costs – footpaths</td> <td>132.24</td> <td></td> <td>132.24</td> </tr> <tr> <td>HMRC – tax (paid quarterly)</td> <td>244.00</td> <td></td> <td>244.00</td> </tr> <tr> <td>Heritage Centre book marks</td> <td>30.00</td> <td></td> <td>30.00</td> </tr> <tr> <td>Grant - 'Grampound Murder Mystery'</td> <td>400.00</td> <td></td> <td>400.00</td> </tr> <tr> <td>Grant - Carnival Committee</td> <td>50.00</td> <td></td> <td>50.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="border-top: 1px solid black;"><b>£1,695.89</b></td> </tr> </tbody> </table> <p><i>Fire Protection</i> – Members tested and confirmed the smoke detectors and torches were working, whilst the cheques are being signed.</p> <ol style="list-style-type: none"> <li>b. <i>Internal Auditor</i> – Mr Keith Blake had emailed to say thank you for his payment and to say he is willing to act in this capacity for 2015/16.</li> </ol>	Item	Price	VAT	Total	Annual Reports	92.00		92.00	Fence - Tannery estate amenity area	229.38	45.87	275.25	Fore Street flowerbeds	59.50	3.90	63.40	Grass cutting expenses (petrol)	4.32	0.87	5.19	Staffing costs – Clerk	284.51		284.51	Staffing costs – cleaning + litter pick + grass cutting	119.30		119.30	Staffing costs – footpaths	132.24		132.24	HMRC – tax (paid quarterly)	244.00		244.00	Heritage Centre book marks	30.00		30.00	Grant - 'Grampound Murder Mystery'	400.00		400.00	Grant - Carnival Committee	50.00		50.00				<b>£1,695.89</b>	
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78/2015	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <ol style="list-style-type: none"> <li>a. None.</li> </ol>																																																					

79/2015	<u>Diary Dates –</u> a. <i>Full Council Meeting</i> – 16 <sup>th</sup> July 2015. b. <i>August Full Council Meeting</i> – it was <b>RESOLVED</b> not to hold an August Meeting, except that the Chairman and Clerk could call an Extraordinary meeting if necessary. c. <i>Planning Committee Meeting</i> – 7 <sup>th</sup> July 2015. d. <i>Heritage Committee Meeting</i> – 29 <sup>th</sup> July 2015. Future meetings will be held on the last Wednesday of the month at 7pm. e. <i>Civil Parking Enforcement</i> – Tregony PC invite Members to meet with CC's Mr Ken Polmounter, head of Civil Parking Enforcement, who will be coming to their Parish Council Meeting on Monday 13 <sup>th</sup> July 2015, 7pm Tregony Village Hall, upstairs room. <b>NOTE – venue later changed to the back room of the chapel opposite the Londis Shop.</b>	
80/2015	<u>Information Only / Future Agenda Items –</u> a. Cllr. Paynter's letter. A copy was circulated to all Members present.	
81/2015	<u>Meeting Closed</u> – 21.21pm.	

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

Date: 16<sup>th</sup> July 2015