



Grampound with Creed Parish Council

MINUTES OF THE COUNCIL MEETING

HELD IN THE TOWN HALL, ON

THURSDAY, 17th SEPTEMBER 2015 @ 7.30pm



Present: Cllr. Jenkins (Chairman) Cllr. Ms Chapman Cllr. Elvy
 Cllr. Freer Cllr. Miss James Cllr. Taylor
 Cllr. Mrs Turner Cllr. Mrs Tyler Cllr. Wootton
 County Cllr. Egerton Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome / Public Forum</u> – the Chairman welcomed those present, with a particularly warm welcome to Cllr. Turner at her first meeting.</p> <p>Members met with Mr Bryan Coode, who asked the PC to consider purchasing four road closure signs for use on Remembrance Day each year. Minute 115c/2015 refers.</p> <p>Members met with Mrs Liz Fisher, i.r.o. The Limes (Minute 114g/2015 refers). She reported that a meeting had been held with Ms Ann Reynolds of CC's Historic Environment Dept., which had resulted in receipt of an informative report from English Heritage.</p> <p>She explained the Heritage Committee are aiming for a project that will be in the hands of a project manager and it will have both a community element and a contracted building element. She emphasised it is very important that we do no more just now or securing a grant will be jeopardised.</p> <p>It is suggested that there will be three phases to the project:</p> <ol style="list-style-type: none"> 1. To rebuild one of the collapsed buildings; To repair and open up some of the lime pits; To make the sluice area and walls safe; To make the area safe to walk through. To have an explanation boards in the building and an education base. 2. To create a grassed meadow area with seating, that may lead to a walk through Area 1 (lime pits). 3. To recreate the duck pond; To rebuild a second building if more funding is available; To create a safe area at least in front of the duck pond; To preserve an environment area. <p>The initial plan is to now meet with a company who specialise in this type of restoration work and to then, if feasible, apply for a Heritage Lottery grant to do at least phase 1 of the work. It is hoped that there will be an opportunity for volunteers to be involved in the restoration work and to receive training in some of the specialised tasks, e.g. lime rendering. Phases 2 and 3 may more readily lend themselves to volunteer work and none of the projects may be done in this numerical order.</p> <p>It is hoped to carry out an environmental survey in October.</p>	
108/2015	<p><u>Casual Vacancy</u> – Mrs Shirley Turner had been elected to the PC in an uncontested election. She duly signed her Acceptance of Office form and will complete and return her Financial Interests form.</p>	Cllr. Turner
109/2015	<p><u>Apologies for Absence</u> – none.</p>	
110/2015	<p><u>Members' Declarations</u> –</p> <ol style="list-style-type: none"> a. <i>Pecuniary/Registerable Declarations of Interests</i> – Cllr. Taylor in 113b[iii]/2015 and 114a/2015 (as Trustee of the Village Hall Committee). 	

	<p>b. <i>Non-Pecuniary/Disclosable Interests</i> – none. Cllr. Jenkins provided the Clerk with a revised Financial Interests form to reflect he had been elected to the Community Shop Steering Committee.</p> <p>c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – none.</p>	Clerk
111/2015	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 16th July 2015, AGREED as a true record.</p> <p>b. <i>Planning Committee Meeting</i> – 11th August 2015, AGREED as a true record.</p> <p>c. <i>Planning Committee Meeting</i> – 8th September 2015, AGREED as a true record.</p> <p>d. <i>Heritage Committee Meeting</i> – 29th July 2015, AGREED as a true record. Noted the Tannery Management Committee had been invited to elect a representative to the HC Committee.</p>	
112/2015	<p><u>Outside Organisations</u> –</p> <p>a. <i>Police</i> – PCSO Hemming sent his apologies and advised there had been one crime (public disorder) reported in the period 13th July to 15th September 2015. PC Ken Dunn had resigned and it is hoped his vacancy will be advertised shortly.</p> <p>b. <i>County Councillor</i> – Cllr. Egerton spoke to his written report (copy on file). He confirmed there is virtually zero chance of the CC proposal for a turbine at the east of the village being progressed in the foreseeable future. Cllr. Jenkins said that despite this further turbine not going ahead Grampound with Creed continues to benefit from the Community Community Fund from the Garlenick turbines.</p> <p>c. <i>Village Hall Committee (VHC)</i> – Cllr. Chapman reported the main item under discussion was the public WCs. Broadband is available in the hall. She referred to the 'Mystery Play' and asked for volunteers. The Hall AGM will be held on 18th November 2015.</p> <p>d. <i>Community Network Panel</i> – no-one had been able to attend the meeting held on 21st July 2015. The AGM is on Tuesday, 22nd September 2015.</p>	
113/2015	<p><u>Planning Matters</u> –</p> <p>a. <i>Planning Committee</i> – covered by the Planning Minutes. There are rumours in the village of an application for an anaerobic digester at Penans Farm.</p> <p>b. <i>Enforcement Issues</i> – Minute 17c/2015 refers.</p> <p>i. <u>EN15/01052, Land to North Penchoise Castle Farm (Denys Farm), Tregony</u> – an allegation of fire arms in use on the land. Case officer: Ms Donna Paull reported this enforcement investigation had been closed. The summary of closure for this site is 'tyre wall had been dismantled and the majority of tyres are being use to hold down tarpaulin which is on the 4 vegetable patches. As such the breach had been remedied the owner is aware that his 28 days for 'any other use of the land' had been used up i.e. range shooting in this instance, but he is still going to shoot vermin etc. (maintenance of the land) which would not fall under the 28 days'.</p> <p>ii. <u>EN15/01315, Dolphin Inn</u> – possible enforcement issue with the listed building (work is being undertaken to the roof). Case officer Tammy Burden reported this case is still an active enforcement investigation,</p>	

	<p>and the site is being monitored. She advised that St Austell Brewery is currently preparing a retrospective application for submission.</p> <p>iii. <u>En15/01450, Sunnyside, Fore Street</u> – possible enforcement issue with the listed building (work is being undertaken to the roof). Case officer: Ms Donna Paul reported the case had been closed. The summary of closure reads: ‘no works being carried out on the roof, case closed’. There was some discussion about works to the wall.</p> <p>iv. <u>Car Port, Copperstones</u> – not a relevant enforcement case.</p> <p>c. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA15/04314, Bosillion Farm, Bosillion Lane, Grampound</u> – prior approval to remove existing 15m monopole with x 3 antennas and x 1 cabinets and install a wider 15m Phosco 4.5 monopole incorporating x 6 antennas, x 3 RRU's, x 1 0.3 dish and x 1 0.6 dish plus, x 2 cabinets plus ancillary equipment.</p> <p>ii. <u>PA15/05226, Land East of 11 Bartholomew Crescent, Grampound</u> – change of use from agricultural to class D2, public open space.</p> <p>iii. <u>PA15/05947, Tremethick, Bosillion Lane, Grampound</u> – demolition of existing stables and erection of Micro Brewery Building to site. Members were concerned that the part that used to be the doctor's surgery was to be demolished. The Planning Committee was supportive when it was pointed out that the old doctor's surgery was not involved in the plans.</p> <p>d. <i>Paperless Planning</i> – despite a great number of complaints i.r.o. CC's decision to cease to provide hardcopies of planning applications w.e.f. 4th January 2016, they are going ahead with the proposal. However, a £700 grant from CC had been promised to assist PCs to purchase the necessary equipment.</p> <p>The Planning Committee would carry out a full trial, using a projector and Cllr. Jenkins' tool, which downloads planning documentation for each application into a ZIP file. There had been much acclaim for Cllr. Jenkins' tool within the 'Clerk's world'.</p> <p>e. <u>PA15/02473, Plots 58 & 63 Former Tannery, Fore Street, Grampound</u> – change of use and conversion of commercial units to 5 residential units. Members objected and CC subsequently refused this application, which is now going to appeal. Cllr. Jenkins said the units didn't seem very appropriate for residential units, there being no outside space. The Clerk to submit this as an additional comment.</p>	Clerk
114/2015	<p><u>Amenity / Environmental Matters</u> –</p> <p>a. <i>Public WCs</i> – Minute 99a/2015 refers. Deferred from the July Meeting. A paper from Cllr. Egerton had been circulated previously via email. Members considered the proposal from the Village Hall Committee (VHC), which is that they take over the WCs and the PC gives them a grant to cover the cost for the first year.</p> <p>Members felt that a way to keep them open must be found. Cllr. Turner said the Community Shop had received complaints about the cleanliness of the WCs.</p> <p>It was RESOLVED to make an annual grant to the Village Hall Committee to cover the estimated cost of running the WCs as laid out in Cllr. Egerton's report.</p> <p>It was further RESOLVED to adopt CALC's recommendation to introduce some safeguards by setting a maximum limit in any one year and by giving a 'float' (say £600) and release the next £600 upon receipt of proof the expenditure had been incurred.</p> <p>Cllr. Taylor, as Treasurer of the VHC, undertook to produce quarterly reports indicating how the grants were being allocated. He did not take part in the voting.</p>	Clerk Treasurer, VHC

	<p>A copy of a letter, written to the Prime Minister, by Mr Steve Double, MP had been received. In it he urged the PM to remove the payment of business rates on public WCs. He also asked Members to lend support by writing to the PM, too. It was RESOLVED to act on this suggestion.</p>	Clerk
	<p>b. <i>Parish Walk</i> – the walk had not gone ahead. It was RESOLVED to reschedule it for half-term, w/c 26th October 2015.</p>	Clerk
	<p>c. <i>Adopt a Kiosk</i> – Minute 99e/2015 refers. Members considered purchasing the under-used 'phone kiosk in Fore Street. The Clerk had done some research and BT cannot remove the kiosk as it is listed. They cannot take away the telephone without CC's permission.</p> <p>In the past year there had been 48 chargeable calls and 8 freefone calls. In view of this, Members preferred it to be a 'phone box and declined to take any action. The Clerk to advise BT.</p>	Clerk
	<p>d. <i>Community Emergency Plan</i> – Minute 99f/2015 refers. A grant of £500 is available from CC to assist with the furtherance and delivery of a completed plan. No further action at this stage.</p>	
	<p>e. <i>Public Rights of Way (PROWs)</i> – placed on the agenda quarterly:</p> <p>i. <i>Mill Lane Footpath</i> – Minute 148e/2014 and Cllr. Egerton's report refers. Cllr. Egerton said Cormac had produced a design and CC says that it has the budget to implement the scheme. However, the mill building, under which the path runs has suffered severe deterioration and is unsafe to allow the public on the site. He thought a better alternative was to apply for a diversion order.</p>	
	<p>f. <i>Oak Trees, Old Tannery Lane</i> – Mr Colin Hawke, CC's Forestry Officer had advised the health and management of the trees is a matter for the landowner. If Members wish to have a Tree Preservation Order (TPO) then he asks that a request is submitted to the planning service making the case for protection. It was RESOLVED to apply for a TPO.</p>	Clerk
	<p>g. <i>Footpath Leaflets</i> – Members considered making a reprint of Nos.2, 3 and 4. It was RESOLVED to obtain quotations for 200-300 copies.</p> <p>No.2 [the Clerk doesn't have a copy] Pepo Lane – Trevillick – Nantellan</p> <p>No.3 Old Hill – Barteliver, Trewithen;</p> <p>No.4 Creed – Bosillion – Tregony.</p> <p>No.1 Fore Street – it was RESOLVED to defer a reprint of this until Lime Pits sorted.</p>	Clerk
	<p>h. <i>The Limes</i> – Cllr. Wootton reported that a Heritage Lottery fund application would be pursued. Work undertaken by The Tannery residents would count towards community involvement in the project. It was RESOLVED to authorise Cllr. Jenkins to purchase additional, larger 'Keep Out' signs and fencing up to a maximum £100.</p>	Cllr. Jenkins
	<p>i. <i>Waste Incentive Neighbourhood Scheme</i> – Members RESOLVED to register an interest in the scheme.</p>	Clerk
115/2015	<p><u>Highways Matters</u> –</p> <p>a. <i>Bus Stop</i> – Minute 67b/2014 refers. Cllr. Egerton had circulated a paper regarding reinstatement of the bus stop at the top of the village (copy on file). He explained that it would benefit very few residents and he explained the issues involved. It was RESOLVED to take no further action.</p> <p>b. <i>Traffic Calming Measures</i> – Minute 83a/2015 refers. Cllr. Elvy said he did not see what the survey would achieve, as everybody would want an increase in traffic calming measures. Cllr. Taylor requested clarity on the costs. Tregony PC had recently installed a mobile speed visor system. Members RESOLVED to adopt the draft house-to-house survey and to arrange a visit to every household in the parish. Members to circulate the</p>	

	<p>leaflets to all the residences in the parish. The impact of the Tregony system to be taken into account. A print run of 370 to be made and brought to the next meeting. The list of areas to be covered to be circulated to Members.</p> <p>c. <i>Road Closure Signs</i> – Members RESOLVED to purchase 4 x official size Road Closed signs for the Remembrance Day closure at an approximate cost of £300. The Clerk to advise Mr Coode and order the signs.</p> <p>d. <i>Pavement Parking</i> – Cllr. Jenkins will circulate a link to CC's website.</p>	<p>Clerk Clerk</p> <p>Clerk</p> <p>Cllr. Jenkins</p>																																																				
116/2015	<p><u>Town Hall</u> –</p> <p>a. <i>Green Energy Consulting</i> – Members declined to use this organisation to assist them in switching to 'green energy'.</p> <p>b. <i>Grampound Post Office</i> – Cllr. Wootton said the decision had already been taken to relocate the PO from the town hall to the Community Shop. Members RESOLVED to support the proposal.</p> <p>c. <i>Council Chamber Cabinet</i> – the lock is not jammed, but had been installed upside down.</p> <p>d. <i>Town Hall WCs</i> – Mr Brunsdens advised he already cleans the WC. He will be asked to purchase toilet rolls and cleaning products.</p>	<p>Clerk</p>																																																				
117/2015	<p><u>Administrative Matters</u> –</p> <p>a. <i>Automatic Pension Enrolment</i> – this is a new statutory requirement. Of the PC's three employees, two have the right to opt into a pension scheme. The Clerk will not be availing herself of the opportunity. Mr Brunsdens had yet to be asked. Noted if a future Clerk opts in, the cost to the PC will be approx. £128; £40 i.r.o. Mr Brunsdens. It was RESOLVED to select the government.</p> <p>b. <i>Quality Status</i> – Members considered renewing this accreditation but felt that it had served very little purpose. No further action.</p>																																																					
118/2015	<p><u>Financial Matters</u> –</p> <p>a. Insurance – it was RESOLVED to renew the PC's insurance at a cost of £1,517.63 and enter into a new long-term agreement is agreed to 30th September 2018.</p> <p>b. <i>Accounts for Payment</i> – schedule No.2015/16-6 to a value of £2,709.48 was 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>EDF Energy - town hall</td> <td>61.35</td> <td>3.07</td> <td>64.42</td> </tr> <tr> <td>Came & Co - insurance</td> <td>1,517.63</td> <td></td> <td>1,517.63</td> </tr> <tr> <td>EDF Energy - town hall (blank cheque)</td> <td></td> <td></td> <td>0.00</td> </tr> <tr> <td>Mrs Fisher - Heritage Project</td> <td>13.80</td> <td></td> <td>13.80</td> </tr> <tr> <td>Mrs Thompson - salary</td> <td>284.51</td> <td></td> <td>284.51</td> </tr> <tr> <td>Mr G Brunsdens - general maintenance</td> <td>119.50</td> <td></td> <td>119.50</td> </tr> <tr> <td>HMRC</td> <td>286.40</td> <td></td> <td>286.40</td> </tr> <tr> <td>Mrs Moorcroft - plants for flowerbeds + gardening</td> <td>106.63</td> <td>3.33</td> <td>109.96</td> </tr> <tr> <td>Mrs Thompson - paper towels + stamps</td> <td>79.95</td> <td></td> <td>79.95</td> </tr> <tr> <td>CC - uncontested election costs</td> <td>113.31</td> <td></td> <td>113.31</td> </tr> <tr> <td>Grant Thornton - external audit</td> <td>100.00</td> <td>20.00</td> <td>120.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="border-top: 1px solid black;">£2,709.48</td> </tr> </tbody> </table> <p>Fire Protection – Members tested and confirmed the smoke detectors and torches were working, whilst the cheques are being signed.</p> <p>c. <i>External Audit</i> – Grant Thornton had approved the 2014/15 accounts.</p> <p>d. <i>Welcome Packs</i> – a supply of Grampound Bags had been located and will now be used for the Welcome Packs.</p>	Item	Price	VAT	Total	EDF Energy - town hall	61.35	3.07	64.42	Came & Co - insurance	1,517.63		1,517.63	EDF Energy - town hall (blank cheque)			0.00	Mrs Fisher - Heritage Project	13.80		13.80	Mrs Thompson - salary	284.51		284.51	Mr G Brunsdens - general maintenance	119.50		119.50	HMRC	286.40		286.40	Mrs Moorcroft - plants for flowerbeds + gardening	106.63	3.33	109.96	Mrs Thompson - paper towels + stamps	79.95		79.95	CC - uncontested election costs	113.31		113.31	Grant Thornton - external audit	100.00	20.00	120.00				£2,709.48	
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	<p>e. <i>Good Councillor's Guide</i> – it was RESOLVED to purchase 6 copies at a cost of £2 each.</p> <p>f. <i>Internal Audit Check</i> – the account file was passed to Cllr. Taylor to carry out an internal audit check.</p>	Cllr. Taylor
119/2015	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Peninsula News</i> – NHS magazine, Summer 2015.</p> <p>b. <i>Clerks & Councils Direct</i> – September 2015.</p>	
120/2015	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 15th October 2015.</p> <p>b. <i>Planning Committee Meeting</i> – 6th October 2015.</p> <p>c. <i>Heritage Committee Meeting</i> – 23rd September 2015.</p> <p>d. <i>Town and Parish Council with Voluntary Sector Summit</i> – Wednesday, 30th September 2015. New County Hall Council Chamber. Further information will follow.</p> <p>e. <i>Cornwall Expo 2015</i> – Newquay Airport, 29th September 2015 – 30th September 2015. Details circulated previously.</p> <p>f. <i>Memory Day</i> – 10th October 2015, 2-5pm at Trethurgy Village Hall. Come along and share your memories of Trethurgy and the surrounding area over tea, coffee & cake.</p> <p>g. <i>CC Planning Conferences, 2015</i> – Members were invited to nominate training topics to be included. The Clerk to re-circulate the information.</p> <ul style="list-style-type: none"> • 15th October 2015, 4-8pm, Heartlands, Pool. • 28th October 2015, 4-8pm, The Pavilions, Royal Cornwall Showground, Wadebridge. Members are invited to nominate training topics to be included. • 23rd November 2015, 4-8pm, Callington Town Hall. 	Clerk
121/2015	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. None.</p>	
122/2015	<p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.</p>	
123/2015	<p><u>Small Field, The Tannery</u> – it was RESOLVED to accept the quotation from Mr Pearce for pedestrian access gate at a cost of £397.82, including VAT.</p>	
124/2015	<p><u>Meeting Closed</u> – 21.52pm.</p>	

Signature: (Cllr. Jenkins)
Parish Council Chairman

Date: 15th October 2015