



# Grampound with Creed Parish Council

## MINUTES OF THE COUNCIL MEETING

HELD IN THE TOWN HALL, ON

THURSDAY, 21<sup>st</sup> APRIL 2016 @ 7.30pm

Present: Cllr. Jenkins (Chairman)  
Cllr. Miss James  
Mrs Thompson (Clerk)

Cllr. Ms Chapman  
Cllr. Mrs Turner

Cllr. Freer  
Cllr. Wootton  
County Cllr. Egerton

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome / Public Forum</u> – the Chairman opened the meeting and welcomed those present.</p> <p>Ms Alison Hawken, public WC cleaner spoke regarding an email, which had caused her offence. She said she was upset about the comments made about the cleanliness of the toilets. This is the first complaint that she had received in over 10 years as a WC cleaner. She cleans the toilets at 5am. It is not possible to monitor the WCs throughout the day. She took offence at the original complaint being 'passed around' and expressed her wish to receive an apology.</p> <p>A letter had been received from Mrs Helen Bunt, Chairman of the Village Hall Committee (VHC), in support of Ms Hawken (who also cleans the hall). Mrs Bunt was at the meeting in person, and said that Ms Hawken was an excellent worker and she could not praise her enough. Mrs Bunt was disappointed that this joint public WC project between the Parish Council and the VHC had been jeopardised by this incident.</p> <p>County Cllr. Egerton had forwarded the original email to Ms Hawken and had later sent a letter, to Cllrs. Jenkins, Chapman and Wootton, alleging the email was defamatory to Ms Hawken, potentially damaging to her business and libellous.</p> <p>Cllr. Jenkins said he spoke for himself, Members and the Clerk and said he offered an apology for any upset caused to Ms Hawken. He expressed a wish to draw a line under this unfortunate incident. He said the content of the email was internal and he was disappointed that Cllr. Egerton had increased the circulation. Cllr. Jenkins said it is the duty of a Parish Clerk to identify potential risks to the spending of public money and that she had done nothing wrong. He addressed County Cllr. Egerton and said that in sharing the emails, this had resulted in potential injury to the relationship between the PC and VHC.</p> <p>Ms Hawken gave her 'phone number and offered to deal with any random incidents. Mrs Bunt said this was a generous offer, but any problems should be reported to the VHC in the first instance.</p> <p>Cllr. Jenkins reminded Members and the Clerk to be more discreet when sending emails.</p>	
50/2016	<p><u>Apologies for Absence</u> – Cllrs. Elvy (work commitment; Taylor (private commitment) and Tyler (ill health).</p>	
51/2016	<p><u>Members' Declarations</u> –</p> <ol style="list-style-type: none"> <li><i>Pecuniary/Registerable Declarations of Interests</i> – none.</li> <li><i>Non-registerable Interests</i> – none.</li> <li><i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</li> <li><i>Dispensations</i> – none.</li> </ol>	

52/2016	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 17<sup>th</sup> March 2016, <b>AGREED</b> as a true record.</p> <p>b. <i>Heritage Committee Meeting</i> – 16<sup>th</sup> March, <b>AGREED</b> as a true record.</p> <p>c. <i>Planning Committee Meeting</i> – no meeting had been held in April.</p>	
53/2016	<p><u>Outside Organisations</u> –</p> <p>a. <i>Police</i> – PCSO Hemming sent his apologies and reported another quiet month with just 1 x Assault having been reported since the last meeting. Cllr. Freer said the Police had been called to interview members of the public who were thought to have been acting suspiciously.</p> <p>b. <i>County Councillor</i> – Cllr. Egerton spoke to his written report (copy on file).</p> <p>c. <i>Village Hall Committee (VHC)</i> – Cllr. Chapman said the meeting had been deferred to the following week. Tickets for the first Film Club evening are now available.</p> <p>d. <i>Community Network Panel</i> – no-one had been available to attend the meeting held on Tuesday, 12<sup>th</sup> April 2016. Noted the next meeting is scheduled for Tuesday, 17<sup>th</sup> May 2016.</p>	
54/2016	<p><u>Planning Matters</u> –</p> <p>a. <i>Planning Committee</i> – there had been no need for a meeting to be held.</p> <p>b. <i>Pre-Applications</i> –</p> <p>i. <u>PA16/0927/PREAPP, Vine Cottage, Grampound</u> – pre-application for total renovation of listed cottage. Cllr. Egerton reported the pre-app had been submitted on the advice of the Listed Buildings Officer.</p> <p>c. <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 indicated she will provide a further update shortly when she hoped to provide a court date.</p>	
55/2016	<p><u>Town Hall</u> –</p> <p>a. <i>Electricity Charges</i> – the Clerk had sought the assistance (no up-front fee) from Mr Jak Drummond, Energy Consultant, to obtain lower electricity charges. Mr Drummond's report was circulated at the meeting and it was <b>RESOLVED</b> to accept a 2-year offer from British Gas, subject to the fee charged being no more than 25% of the saving.</p>	Clerk
56/2016	<p><u>Environmental / Amenity Matters</u> –</p> <p><i>The Tannery Field</i> – Members to receive an update, i.r.o.:</p> <p>i. <i>Pedestrian Gate</i> – Cllr. Freer will provide Mr Pearce's 'phone number to the Clerk.</p> <p>ii. <i>Bench Bases</i> – the estimated £200 cost for this had been added to the s.106 grant request. Cllr. Turner had spoken to a resident of The Tannery, who had agreed to install the bases.</p> <p>iii. <i>Grass Cutting Regime</i> – it was <b>AGREED</b> that Cllrs. Chapman, Jenkins and Turner will speak to Mr Brunsdon about what work needs doing.</p> <p><i>Dog Waste Bins</i> – Minute 156f/2016 refers. There is provision in the budget for an additional waste bin. Cllrs. Chapman, Jenkins and Turner will look for a suitable site.</p> <p>The Leat, Mill Lane, Grampound – Mr Simon Deverill had been out to site and</p>	<p>Cllr. Freer / Clerk</p> <p>Cllrs. Jenkins / Chapman / Turner</p> <p>Cllrs. Jenkins / Chapman / Turner</p>

	<p>spoken to the owner of Mill Cottage. He said it would appear that the Leat was constructed to operate a Mill at the end of Mill Lane. This mill is no longer in operation and the Leat is no longer being fed from the sluice gate to the north of the mill which now diverts the water back to the River Fal along a separate route. The Leat at Mill Lane Cottages now appears to be fed only by a spring to the West.</p> <p>With this information, CC is of the opinion that the watercourse had now acquired the status of a natural watercourse and is therefore subject to riparian ownership rights and responsibilities. He will therefore be writing to the landowner of the area around the tree asking that the impediment is cleared to allow the natural flow to continue.</p> <p><i>Penbetha House</i> – an email had been received asking for information about flooding risk at this site. Cllr. Freer reported he had spoken to the enquirer. No further action.</p>																																																									
50/2016	<p><u>Administrative Matters</u> –</p> <p>a. <i>Annual Report</i> – the Chairman to provide his report to the Clerk, who will then complete the annual report.</p>	Cllr. Jenkins / Clerk																																																								
51/2016	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2016/17-01, to a value of £749.90 were <b>APPROVED</b> for payment.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3"><b>INCOME</b></td> <td style="text-align: right;"><b>Total</b></td> </tr> <tr> <td>CC - precept + CTS grant</td> <td></td> <td></td> <td style="text-align: right;">9,504.79</td> </tr> <tr> <td>The Tannery R.A. - room hire</td> <td></td> <td></td> <td style="text-align: right;">8.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black;"><b>£9,512.79</b></td> </tr> </table> <table style="width: 100%; border-collapse: collapse;"> <tr> <td><b>EXPENDITURE</b></td> <td style="text-align: center;"><b>Price</b></td> <td style="text-align: center;"><b>VAT</b></td> <td style="text-align: center;"><b>Total</b></td> </tr> <tr> <td>Mrs Thompson - salary</td> <td style="text-align: right;">256.59</td> <td></td> <td style="text-align: right;">256.59</td> </tr> <tr> <td>Mrs Moorcroft - April</td> <td style="text-align: right;">28.00</td> <td></td> <td style="text-align: right;">28.00</td> </tr> <tr> <td>Mr Brunsdon - April</td> <td style="text-align: right;">88.20</td> <td></td> <td style="text-align: right;">88.20</td> </tr> <tr> <td>CALC - Good Councillor Guides</td> <td style="text-align: right;">14.80</td> <td></td> <td style="text-align: right;">14.80</td> </tr> <tr> <td>CALC - annual subscription</td> <td style="text-align: right;">219.02</td> <td style="text-align: right;">19.70</td> <td style="text-align: right;">238.72</td> </tr> <tr> <td>Mrs Moorcroft - March (labour + plants)</td> <td style="text-align: right;">34.39</td> <td></td> <td style="text-align: right;">34.39</td> </tr> <tr> <td>Mrs Thompson - warning signs for The Limes</td> <td style="text-align: right;">38.35</td> <td style="text-align: right;">7.65</td> <td style="text-align: right;">46.00</td> </tr> <tr> <td>Mrs Fisher - A1 signs for heritage centre</td> <td style="text-align: right;">36.00</td> <td style="text-align: right;">7.20</td> <td style="text-align: right;">43.20</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"><b>£749.90</b></td> </tr> </table> <p><i>Fire Protection</i> – Members tested and confirmed the smoke detectors and torches were working, whilst the cheques are being signed.</p> <p>b. <i>End of Year Accounts 2015/16</i> – Members <b>RESOLVED</b> to adopt their Annual Governance Statement. Noted a copy of the Income and Expenditure Account will be available at the May meeting.</p> <p>c. <i>Flowerbeds</i> – Mrs Moorcroft was granted permission to spend up to £50 on annual plants for flowerbeds.</p>	<b>INCOME</b>			<b>Total</b>	CC - precept + CTS grant			9,504.79	The Tannery R.A. - room hire			8.00				<b>£9,512.79</b>	<b>EXPENDITURE</b>	<b>Price</b>	<b>VAT</b>	<b>Total</b>	Mrs Thompson - salary	256.59		256.59	Mrs Moorcroft - April	28.00		28.00	Mr Brunsdon - April	88.20		88.20	CALC - Good Councillor Guides	14.80		14.80	CALC - annual subscription	219.02	19.70	238.72	Mrs Moorcroft - March (labour + plants)	34.39		34.39	Mrs Thompson - warning signs for The Limes	38.35	7.65	46.00	Mrs Fisher - A1 signs for heritage centre	36.00	7.20	43.20				<b>£749.90</b>	Clerk
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52/2016	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Peninsula News</i> – Spring 2016.</p> <p>b. <i>Council Matters</i> – insurance brokers' magazine, Spring 2016.</p>																																																									
53/2016	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 19<sup>th</sup> May 2016.</p> <p>b. <i>Planning Committee Meeting</i> – 10<sup>th</sup> May 2016.</p> <p>c. <i>Heritage Committee Meeting</i> – 18<sup>th</sup> May 2016.</p> <p>d. <i>Code of Conduct Training</i> – CC are holding free training sessions those closest to Grampound are:</p>																																																									

	<p>i. 13<sup>th</sup> June 2016 – Truro Council Chamber, 2-4pm</p> <p>ii. 13<sup>th</sup> September 2016 – Truro Council Chamber, 6-8pm</p> <p>iii. 22<sup>nd</sup> September 2016 – St Austell Council Chamber, 2-4pm.</p> <p>e. <i>Neighbourhood Development Plan (NDP)</i> – CC had arranged a series of NDP Workshops see <a href="mailto:neighbourhoodplanning@cornwall.gov.uk">neighbourhoodplanning@cornwall.gov.uk</a></p>	
54/2016	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Parish Meeting / Community Event</i> – held on 20<sup>th</sup> April 2016. Cllr. Jenkins reported Mrs Lundie had spoken on the proposal to twin with Kersaint Plabennec, Brittany. Those at the event were enthusiastic. The schools had already made contact. Cllr. Chapman thanked everyone for their help at the event.</p> <p>Cllr. Chapman thanked Mr Hardaker, who had been seen cleaning the village sign to the west of the village.</p> <p>Cllr. Chapman pointed out the Parish Council Website is out-of-date with regards to agendas and minutes. The Clerk expressed her willingness to upload these, if the Chairman could show her how to do it. An alternative would be to use a specialist website firm, for further discussion at the May meeting.</p> <p>b. <i>River Fal Sign</i> – Cllr. James said the sign on the bridge is looking 'sad'. Cllr. Egerton will enquire if there are funds to refurbish it.</p> <p>c. <i>The Limes</i> – Cllr. Wootton said the site is more archaeologically significant than had been realised previously. The outcome was that a £4,000 grant had been received from Cornwall Historic Environment as 'seed funding'. Atwell Associates had been selected as the contractor. The Heritage Lottery Fund had indicated their willingness to 'engage' over potential funding. It is unlikely that any work will start until 2018.</p>	<p>Clerk</p> <p>Cllr. Egerton</p>
55/2016	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely tenders / 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>	
56/2016	<p><u>Traffic Calming Measures</u> – Minute 21a/2016 refers. Members considered a quotation from Cormac for the supply &amp; installation of the proposed VAS in Grampound at a cost of £4,395.94. The quote is based on the VAS being installed on a streetlight column.</p> <p>Cllr. Taylor had suggested submitting an application for a third visor to try to stop the speeding up of traffic as people leave the village to the east? He proposed that Members submit applications for the one going east at full cost of £4,400, plus the one going west for £4,400 but with a contribution from the Parish Council of £1,300 to bring the total applied for to £7,500.</p> <p>It was <b>RESOLVED</b> to accept this proposal. The Clerk to advise Cllr. Taylor, who will amend the grant application form. Cllr. Egerton warned that the second VAS might not be so reasonable if there is no suitable post with an electricity supply.</p>	<p>Clerk</p> <p>Cllr. Egerton</p>
57/2016	<p><u>Meeting Closed</u> – 20.40 p.m.</p>	

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

Date: 19<sup>th</sup> May 2016