



Grampound with Creed Parish Council

MINUTES OF THE COUNCIL MEETING

HELD IN THE TOWN HALL, ON

THURSDAY, 17th JANUARY 2013 @ 7.30 pm



Present: Cllr. Webb (Chairman) Cllr. Baines Cllr. Coode
 Cllr. Fisher Cllr. Jenkins Cllr. Mrs Tyler
 Cllr. Tyler Cllr. Ms Westbrook Cllr. Egerton (CC)
 Mrs Thompson (Clerk)

| Minute | AGENDA ITEMS | Action |
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| | <p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present with a particularly warm welcome to Members' guests.</p> <p>Members met with Mr Philip Browning, regarding implications of employing a Dog Warden. He is an Environmental Crime Officer with CC, who leads on dog control issues in the County. With regards to dog fouling, in 2012 CC created a Dog Control Order for any open space in the County, which the public can resort to. This covers the streets in the village, the recreation ground and public rights of way. The Parish Council could make its own Dog Control Order. The cost would be approximately £600-£700, mainly in advertising and legal costs. CC makes no charge for their advice, etc.</p> <p>With regards to the issue of fixed penalty notices, this can be delegated to an employee or a contractor; but not a Councillor. CC can help in cases where there are difficulties in collecting the penalty fee. If the Parish Council 'signs up' to the scheme, 20% of the fee will be retained by CC for administrative costs, the remainder goes to the Parish Council.</p> <p>If a Dog Warden is employed, that person must be trained to DEFRA standard. CC can deliver this training at a cost of £80 per one-day course. Further information, in the form of a step-by-step guide, can be obtained on CC's website.</p> <p>He provided the meeting with a supply of incident report forms and pointed out that the individual completing the form is committing to 'following this through', including going to Court, if necessary.</p> <p>The Chairman thanked him for his time and presentation, which was most informative.</p> <p>Members met with Ms Michelle Billing, CC Friendly Link Officer. She gave a brief outline of her role, which is to act as a 'link' between Members and CC's Planning Dept. She can give general advice but not about specific planning applications, but can liaise with the case officer on our behalf. She can also take forward any training needs, which Members identify.</p> <p>Members met with Mr David Parker, Chairman of the Community Shop & PO Steering Group (SG). The existing shop/PO will be closing in May/June 2013. The SG has looked at a number of alternative options, including</p> <ul style="list-style-type: none"> • <i>Existing Shop</i> – the landlord is keen to support the SG and is willing to let them have a licence for 6 months, extendable for another 6 months, possibly longer. • There is a possibility of a commercial venture in the village that would see the opening of a shop and post office, although there may be issues as the site is in a conservation area. • <u>Alternative Location</u> – community run facility, sited somewhere in the location of the village hall. <p>The SG is now seeking a grant from the Parish Council. This would fund the process, which would initially be the maintenance of the existing shop and lead into the community shop route.</p> | |

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| | <p>Mr Parker explained that wherever the PO ends up it is likely to be the 'PO Local model', which is very stringent in its contractual obligations and would mean a reduction in income.</p> <p>Discussion with the Plunkett Foundation has identified the need for a legal structure for the SG, in the form of an industrial provident society (IPS) – this would enable shares to be issued to raise funds.</p> | |
| 01/2013 | <u>Apologies for Absence</u> – Cllr. Davies (family emergency). | |
| 02/2013 | <p><u>Members' Declarations</u> –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</p> <p>b. <i>Non-Pecuniary/Disclosable Interests</i> – Cllrs. Fisher and Webb, who are Members of the Community Shop & PO Steering Group, in 04e/2013.</p> <p>c. <i>Declaration of Gifts</i> – Members were reminded they must not accept any gift or hospitality with a value in excess of fifty pounds.</p> | Clerk to record |
| | Agenda item 05g/2013 was taken at this point and recorded below. | |
| 03/2013 | <p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 20th December 2012. Minute 165b, para.6 was amended to read: "Cllr. Coode... In his opinion 100m was quite high enough. He did not wish to see a 10% increase in height." With this amendment the Minutes were AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 8th January 2013, AGREED as a true record.</p> | |
| 04/2013 | <p><u>Outside Organisations</u> –</p> <p>a. <i>Police</i> – PCSO Tony Hemming sent his apologies and reported, via the Clerk, that there had been only one crime recorded in Grampound since his December report. This was a "Non-Crime Domestic".</p> <p>PC Jay Dorman has promised to attend the February Meeting (Clerk's report refers).</p> <p>b. <i>County Councillor</i> – Cllr. Egerton spoke to his written report (copy on file). Cllr. Mrs Tyler reported that Winnow Spring Cottage was severely flooded, in addition to the incidences already known about in the village.</p> <p>c. <i>Village Hall Committee</i> – Cllr. Jenkins reported that the Committee had selected the 2nd June 2013 as the date for the official opening ceremony of the new village hall gates as this commemorates the coronation of 1953. The ceremony would consist of the unveiling of the plaque by a local person (ideas for whom, and the order of ceremony itself, will be discussed at the next hall meeting).</p> <p>The design of the plaque would be metal and attached to the pillar. Mrs Jane Sloan is trying to source a local tradesman etc. The Committee talked about stainless steel. Could the Parish Council help suggest wording for the plaque? The Hall Trustees felt it should include:</p> <ul style="list-style-type: none"> • the date and the 60th anniversary of the Coronation; • the source of funds including from the Calor Village of the Year; • a small acknowledgement of the forge. <p>The workmen plan to hang the gates with final adjustments by the end of March. They had talked to Cllrs. Fisher, Jenkins and Webb; Mrs Sloan and the blacksmith so should be well informed on the design. Cllr. Fisher urged that consideration is given to provision of the hinges.</p> <p>Cllr. Jenkins said progress continues to be made with CC, regarding the outstanding build issues.</p> <p>The date for the opening ceremony is the same as the Eden Big Lunch which would be excellent timing. However, the organisers of the recent successful Big Lunches at Grampound had not planned to do one this</p> | Members |

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| | <p>year. It was pointed out that there would be a new Parish Council elected in May. Therefore, it was suggested that, perhaps, the Hall Committee might wish to take this forward.</p> <p>d. <i>Community Network Meeting</i> – Tuesday, 29th January 2013, 7-9pm, Trelawney Room, New County Hall. Cllrs. Webb and Fisher to attend.</p> <p>e. <i>Community Shop and Post Office</i> – Cllrs. Fisher and Webb, having declared their interests, left the meeting.</p> <p>Members were supportive of the project, and considered carefully the request for a £5,000 grant. However, they were unable to meet this request without more information, in particular a detailed business plan. There was a suggestion that a nominal sum be given for ‘running costs’, but it was felt that, again, more information was required. The Clerk to request a business plan, when this matter will be considered further at the February or March Council Meeting.</p> | <p>Cllrs. Webb / Fisher</p> <p>Clerk</p> |
| <p>05/2013</p> | <p><u>Planning Matters</u> –</p> <p>a. <i>Planning Committee</i> – meeting held for 8th January 2013. The Committee had referred the following application to Full Council for decision.</p> <p><i>PA12/11334, Pencoise Farm, Tregony</i> – installation of one Gaia-Wind 11kw 133 turbine (13m blade diameter and 18.4m hub height).</p> <p>Cllr. Mrs Tyler was concerned about the proliferation and siting of the many turbines popping up around Grampound.</p> <p>Cllr. Jenkins and Webb said that without a proper policy, small turbines were being placed on good sites, which would be more suitable for larger turbines and poor sites were attracting over-large turbines, just to make them viable.</p> <p>NO OBJECTION, as near neighbours had no objection. Cllr. Mrs Tyler abstained.</p> <p>b. <i>Neighbourhood Development Plan (NDP)</i> – Cllr. Fisher reported that he will be making a presentation to the Village Hall shortly. The survey results held no real surprises. The next step is to look at the possible number of new dwellings and their siting.</p> <p>c. <i>Land Access</i> – Minute 165d/2012 refers. Cllr. Jenkins withdrew his suggestion to seek an increase in access to land where wind turbines are sited.</p> <p>d. <i>The Tannery Development</i> – Minute 151c/2012 refers.</p> <p>i. <u>Issues</u> – there were no outstanding issues, but see 06a/2013 below. Cllr. Webb had visited the site and reported it is pleasingly laid out.</p> <p>ii. <u>Section 106 Agreement</u> – Members gave further consideration to a potential use for the amenity land, and it was RESOLVED to canvas the new residents on the development. The Chairman and Clerk to draw up a list of possible uses. Cllr. Webb will deliver the questionnaires. Cllr. Egerton advised that we were still in the legal time limit for deciding what to do with the land.</p> <p>e. <i>Outstanding Enforcement Issues</i> – Members received the following:</p> <p>i. <u>EN12/02819, Manor Tannery, Fore Street, Grampound</u> – alleged non compliance with approved plans; dumping of earth making parts of land higher. The case officer, Mr Alan Mason reports that he has spoken to Linden Homes and the build-up is temporary and the site will be reinstated to its approved level.</p> <p>f. <i>Closed Enforcement Issues</i> – the following cases had been closed:</p> <p>i. <u>EN12/01793 Pencoise Farm, Tregony</u> – investigation of the static caravan that has now been brought on to the land. Case officer: Jenna Jasper reports an enforcement notice has been issued. Clerk’s report refers.</p> | <p>Clerk</p> <p>Cllr. Webb / Clerk</p> |

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| | <p>ii. <u>EN12/02768, Garlenick Manor</u> – mast has not been removed after 18 months. Case officer, Mr Alan Mason advises case resolved.</p> <p>iii. <u>EN12/02790, Quarry, Road to St Stephen</u> – alleged unauthorised engineering – quarry filled in with earth.</p> <p>iv. <u>EN12/02819, Manor Tannery</u> – Alleged non compliance with approved plans - dumping of earth making parts of land higher. Case officer, Mr Alan Mason advises no breach found.</p> <p>g. <i>CC's Planning Meetings</i> – Minute 160b/2012. Cllr. Fisher reported his concerns with the way CC's Planning Committee Meetings are held. He said there were a number of areas, which don't seem to work from the Parish Council perspective. This did not detract from the helpfulness of individual case officers. On two occasions Members had objected to a planning application and he had attended CC's Planning Meeting in an attempt to engage with the process. However, he was left feeling that he was wasting his time as the process gave only lip-service to the views of the Parish Council. Members had felt that on a number of occasions valid planning objections were ignored.</p> <p>Ms Billing explained that the 'Planning Protocol' was set by CC Members. However, she had sent earlier comments to those who are charged with drawing up / amending such protocol.</p> <p>Cllr. Fisher said he would gather together some thoughts and put them to Members for their consideration; with a view to entering into a meaningful dialogue with CC.</p> <p>h. <i>PA12/06977, Penans Farm Wind Turbine</i> – Mr Ellis Compton-Brown, CC has emailed to say that he intends to recommend approval for this application under delegated powers. As Members had objected to this application, he is giving us a further five working days to make any further comment, in accordance with the CC's protocol. It was RESOLVED to maintain our objection and to point out that there is a proliferation of wind turbines on land to the east of the village.</p> | <p>Cllr. Fisher</p> <p>Clerk</p> |
| <p>06/2013</p> | <p><u>Highways Matters</u> –</p> <p>a. <i>Bosillion Lane</i> – Members considered an email from a resident, which included concerns regarding:</p> <ul style="list-style-type: none"> • <u>Potholes</u> – near the junction with the A390, had now been temporarily patched. Cllr. Egerton said he understood the Lane would be resurfaced when the development is completed. • <u>Improved Signage on A390</u> – a programme for the provision of improved signage, bollards, countdown markers, etc. on the A390 approaching Bosillion Lane was agreed with the developer, as part of the planning conditions for the development. It is not known when this will be implemented. • <u>Pedestrian Safety</u> – to facilitate the alteration to Bosillion Lane junction, the width of the A390 was reduced. There are times when large vehicles experience difficulty passing each other and lorries travelling west, had been seen to swerve into Bosillion junction to avoid colliding with oncoming vehicles. Cllr. Egerton said that Highways had visited the site and had agreed that changes to the junction are needed. <p>b. <i>20mph Proposal for Cornwall</i> – event scheduled for 18th January 2013. Cllr. Coode to attend and make a report to the February Meeting.</p> | <p>Cllr. Coode</p> |
| <p>07/2013</p> | <p><u>Environmental Matters / Street Furniture</u> –</p> <p>a. <i>Hewaswater Layby</i> – Minute 167a/2012 and Clerk's report refers. Mr Chris Cooper-Young, CC advised one can operate a small business from home without it constituting a 'material' change of use. Whilst he cannot second guess what the planning application will comprise of, Members may wish to consider (at the consultation stage) if they wish to discuss the use of reasonable planning conditions with the case officer.</p> | |

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| | <p>Cllr. Egerton, in his report, said that the land ownership issues had now been resolved and the Council will soon be starting work on the highways stopping up order and planning application.</p> <p>b. <i>Dog Warden</i> – Minute 167c/2012 refers. Members considered the information provided by Mr Philip Browning, CC. It was felt that the expense in creating a Dog Control Order was prohibitive. Cllr. Fisher suggested recruiting a team of volunteers to complete incident report forms, if an incident of dog fouling was witnessed. Cllr. Webb reminded Members an individual had expressed an interest in the post of Dog Warden. Cllr. Webb will explain the position to the volunteer. It was RESOLVED to have a trial run of using the dog incident report forms; and the Clerk to write an article explaining the issue for the <i>Grampound Times</i></p> <p>c. <i>Fal Footpath</i> – Members received a complaint, regarding maintenance of the footpath. Cllr. Webb reported he had walked the path and it seemed reasonable to him, considering the extremely wet weather. It was certainly better than it was before the rubble had been laid, courtesy of Cllr. Egerton. Cllr. Webb read the relevant section of the maintenance agreement with CC, which is quite specific. In view of this, Members did not feel that any further action was necessary. It was AGREED that Cllr. Webb will send the complainant a response, based on the above.</p> <p>Cllr. Jenkins said that he would like to see better maintenance of footpaths, near residential areas, e.g. hardcore laid to enable better access to wheelchair users. Cllr. Egerton said that an all weather path is something the Parish Council might like to consider in the long-term.</p> <p>Cllrs. Egerton and Westbrook gave their apologies and left the meeting.</p> <p>Cllr. Webb said there is a tree right across the river. The Clerk to report this to Mr Humphreys, Land Agent for Trewithen Estates.</p> <p>d. <i>Flood Plan</i> – Cllr. Jenkins reminded Members that Grampound's Flood Plan needs to be more widely circulated. He will provide an updated copy, to be placed on the website and for the <i>Grampound Times</i>. In the recent flood conditions, the Plan had proved its worth.</p> | <p>Cllr. Webb Clerk</p> <p>Cllr. Webb</p> <p>Clerk</p> <p>Cllr. Jenkins Clerk</p> |
| <p>08/2013</p> | <p><u>Town Hall</u> –</p> <p>a. <i>Heritage Project</i> – Cllr. Mrs Tyler spoke to her written report (copy on file). She reported that The Hollies shop and PO had suggested that they make a window display, using artefacts from the Heritage Centre. The Clerk is seeking advice as to whether they would remain covered by our insurance policy, in such circumstances. Cllr. Mrs Tyler reported that the shop is covered. The finances as of 15th January stand at £462.03.</p> <p>b. <i>Town Hall Valuation</i> – the valuation had not been received and the Clerk had been informed that this is because the valuers had not received our payment. It was RESOLVED to apply for online banking, to assist the Clerk in managing the bank accounts.</p> <p>c. <i>Water Damage</i> – Clerk's report refers. It was RESOLVED that Cllr. Mrs Tyler will investigate the removal of the existing carpet and purchase of a replacement. The Clerk to keep the insurance brokers informed.</p> <p>d. <i>Fire Protection</i> – Members tested and confirmed the smoke detectors and torches are working.</p> <p>Cllr. Coode left the meeting at this point.</p> <p>e. <i>PAT Testing</i> – Minute 154d/2012 refers. Cllr. Webb reported he had carried out a visual inspection of the electrical equipment and there were no issues. Noted our Insurance Brokers confirmed that adopting a policy of carrying out PAT tests every 3 years does not breach our insurance policy.</p> | <p>Clerk</p> <p>Clerk</p> <p>Cllr. Mrs Tyler / Clerk</p> |
| <p>09/2013</p> | <p><u>Community Right to Bid</u> – Minute 157/2012 and Clerk's report refers. Regarding the application to register the following as community assets, CC had advised:</p> | |

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| | <p>a. <i>The Old Petrol Filling Site</i> – does not meet the qualifying criterion.</p> <p>b. <i>The Victorian lamp, Recreation Ground</i> – does not meet the qualifying criterion. It might be possible to apply for listed building status.</p> <p>c. <i>Weighbridge</i> – does not meet the qualifying criterion. It might be possible to apply for listed building status.</p> <p>d. <i>Land Occupied by Fal Valley Pets</i> – does not meet the qualifying criterion</p> <p>e. <i>The Dolphin Inn</i> – still under consideration by CC.</p> | |
| 10/2013 | <p><u>Administrative Matters</u> –</p> <p>a. <i>Standing Orders</i> – Minute 148/2012 refers. The new Code of Conduct will require a number of changes to Standing Orders and recommendations will be published shortly by NALC.</p> | |
| 11/2013 | <p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.2012/13-9 to a value of £723.62 were APPROVED for payment. This included a duplicate cheque to Cunningham Lindsey, to replace chq 122102, if necessary.</p> <p>b. <i>2013/14 Budget</i> – Minute 169b/2012 refers. The budget for 2013/14 was adjusted to take into account possible grants to the Community Shop & PO Steering Group and Village Hall Committee. The Clerk explained that because of a change in the way the tax base is calculated, keeping the precept the same as the previous year would mean an increase to individual households. In addition there is the complication of the application of the Council Tax Support Grant Funding, in Grampound's case £849.14. She explained that Government expect this to be deducted from the precept demand. It was RESOLVED to set the precept at £12,000. The Clerk to advise CC.</p> <p>c. <i>Internal Audit Check</i> – Cllr. Tyler reported the accounts were in order.</p> <p>d. <i>New Bank Signature</i> – Minute 169c/2012 refers. Confirmation had been received from Santander that Cllr. Fisher had been added as the third signature on the bank accounts.</p> <p>e. <i>Asset Register</i> – Minute 138e/2012 refers. Members received their revised Asset Register. The Clerk to ask likely volunteers if they can assist in answering the queries. Consideration to be given to 'depreciation' for the next financial year.</p> | <p>Clerk</p> <p>Clerk</p> |
| 12/2013 | <p><u>Documentation</u> – the following documents had been received:</p> <p>a. <i>Cornwall Council's Draft Taxi and Private Hire Vehicle Conditions and Specification</i> – consultation document. Deadline for comments is 28th February 2013.</p> <p>b. <i>Cornwall Community Flood Forum</i> – Members are invited to join this 'free of charge' organisation, whose aims are to:</p> <ul style="list-style-type: none"> • Support communities in becoming better prepared; • Raise flood awareness within Cornwall; • Promote partnership approach to flood risk management. <p>c. <i>Coyte Farm Development</i> – publicity material (copy to be circulated at the meeting). Do Members wish to put a poster on the notice board?</p> <p>d. <i>Clerks & Councils Direct</i> – January 2013.</p> <p>e. <i>Town & Parish Council Newsletter</i> – previously circulated via email.</p> | |
| 13/2013 | <p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – 21st February 2013, 7.30pm in the Town Hall.</p> <p>b. <i>Planning Committee Meeting</i> – 12th February 2013, 7.30pm in the Town Hall. The Clerk to convene if necessary.</p> | |

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| | <p>c. <i>Neighbourhood Plan Working Party</i> – held on an ad hoc basis.</p> <p>d. <i>Planning Training</i> – Members are reminded of the following:</p> <ul style="list-style-type: none"> • <u>Affordable Housing</u> – 6th February 2013, St Austell One Stop Shop. Cllr. Westbrook booked to attend. <p>e. CALC AGM – Thursday, 21st February 2013, 7.00-9.00pm in the Council Chamber at New County Hall in Truro.</p> <p>f. <i>Local Landscape Character Assessment Workshops</i> – the workshop will focus on giving attendees the mechanisms and resources to embed landscape consideration in Neighbourhood Development Plans:</p> <ul style="list-style-type: none"> • <u>Penzance</u> – Thursday, 31st January 2013, 6.45pm-8.45pm. • <u>Liskeard</u> – Tuesday, 5th February 2013, 7-9pm. <p>To book, contact CRCC on 01872-243535 or cpd@cornwallrcc.org.uk.</p> <p>g. <i>Deaf Awareness Training for Tourism Businesses</i> – Friday, February 8th 2013, New County Hall. To book: call Jemma at Hearing Loss Cornwall on Tel: 01872 225 868 or Textphone: 01872 263 664 or e-mail jemma@hearinglosscornwall.org</p> <p>h. <i>Skateparks for Communities</i> – Saturday, 2nd February 2013, 10am to 4pm, Roche Victory Hall. £10 per person. Further information from the Clerk.</p> <p>i. <i>Drop-in Sessions for Flood Hit Communities</i> – staff from the Environment Agency, police, Cornwall Council's localism and highways services and a range of other agencies are taking part in the sessions. The nearest to Grampound are:</p> <ul style="list-style-type: none"> • <u>Ladock</u> Village Hall, Monday 14th January 4pm to 6pm. Cllrs. Jenkins and Egerton had attended this session. • Millenium Rooms, <u>St Mawes</u>, Wednesday 23rd January 4pm to 6pm. <p>More information, including a flood recovery advice pack is available on the Council's website www.cornwall.gov.uk/flooding. Members of the public can also call the Council for flood advice on 0300 1234 100.</p> | |
| <p>14/2013</p> | <p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Recreation Ground</i> – Cllr. Webb reported that a surveyor had looked at the playing field. His view is it could be back in use by September.</p> | |

Signature: (Cllr. Allan Webb)
Parish Chairman

Date: 18th February 2013