



# Grampound with Creed Parish Council

## MINUTES OF THE COUNCIL MEETING

HELD IN THE TOWN HALL, ON

THURSDAY, 21<sup>st</sup> NOVEMBER 2013 @ 7.30 pm



Present: Cllr. Jenkins (Chairman)                      Cllr. Baines                      Cllr. Mrs Chapman  
 Cllr. Freer    Cllr. Paynter                      Cllr. Taylor  
 Cllr. Mrs Tyler                                      Cllr. Wootton                      Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.	
146/2013	<u>Apologies for Absence</u> – Cllr. Davies (family commitment); County Cllr. Egerton (prior engagement).	
147/2013	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-Pecuniary/Disclosable Interests</i> – Cllr. Jenkins as a Member of the PCC declared an interest in 152c/2013. Cllrs. Tyler and Wootton in 153a/2013, as Members of the Heritage Project Committee. Cllr. Wootton in 140d/2013, as Co-Chair of the Community shop 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> – no written requests for dispensations had been received.	Clerk
148/2013	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 17 <sup>th</sup> October 2013 were <b>AGREED</b> as a true record. b. <i>Planning Committee Meeting</i> – 12 <sup>th</sup> November 2013 were <b>AGREED</b> as a true record.	
149/2013	<u>Outside Organisations</u> – a. <i>Police</i> – PCSO Hemming sent his apologies and a written report. Speed checks had recently been carried out in the village and overall there was a very low speed rate. He attributed this to the activities of the Grampound Speedwatch team. b. <i>County Councillor</i> – Cllr. Egerton sent a written report (copy on file), which included an update on the local bus service. c. <i>Village Hall Committee</i> – Cllr. Freer reported two new members had joined; both residents of the Tannery development. Members considered a letter from the Committee Chair (Clerk's report refers). It is likely that the Committee will acquire the freehold of the hall 'in the full realisation that there are financial implications'. The Clerk expressed the opinion that some of this burden would fall on the Parish Council. It was <b>RESOLVED</b> to support the Committee in their objective to take ownership of the hall. d. <i>Community Shop</i> – Cllr. Wootton reported Cllr. Freer had attended recent meetings. Favourable pre-planning advice had been received from CC. It is planned to have two portakabins, one for the shop and the other for storage (the latter courtesy of Wain Homes). A Business Plan had been drawn up. It was <b>RESOLVED</b> to authorise the Clerk to release, up to £925, to cover the cost of printing the community share offer leaflets and to purchase the counter, scales and till from The Hollies for	Clerk

	£125.	
150/2013	<p><u>Planning Matters –</u></p> <p>a. <i>Planning Committee</i> – meeting held on 12<sup>th</sup> November 2013. Cllr. Baines reported on the planning decisions.</p> <p><i>PA13/10028, Nantellan Lodge, Grampound</i> – this planning application was handed to Cllr. Baines.</p> <p>b. <i>Neighbourhood Development Plan (NDP)</i> – Minute 136c/2013 refers. Cllr. Taylor reported he had attended village events and a modest number of additional questionnaires had been completed. He had made a revision to the questionnaire, incorporating tick boxes (previously circulated via email). He asked Members to email their suggestions, with a view to carrying out a further survey of residents' views.</p> <p>Feock PC are organising an informal meeting with other PCs who are undertaking an NDP. It was <b>AGREED</b> Cllr. Taylor would attend and represent the PC. Volunteers are needed to join an NDP Working Party.</p> <p>c. <i>Amenity Land, The Tannery Development</i> – Minute 136d/2013 refers. Cllr. Jenkins was unable to produce a detailed map of the land. A site visit had been made. There are two plots of land in question, the s.106 land and the original tannery and lime pits area. The landowner suggests a 99 year lease at a peppercorn rent. Quotations had been obtained for the legal fees and would be at least £1,000 - £1,200. Mr Croggon was seeking additional advice to see if the potential costs could be reduced. Mr Terry Tyler (a retired solicitor) had offered to check the lease on the PC's behalf. Members expressed their gratitude for this offer. Cllrs. Jenkins, Tyler and Wootton will continue to gather information and bring a proposal to Full Council.</p> <p>d. <i>Enforcement Cases Closed by CC –</i></p> <p>i. <u>EN13/02280, Sunnyside, Fore Street, Grampound</u> – refusal of planning application. Unauthorised works to a listed building (PA13/02680, PA13/05206). Case closed, a new planning application had been received (PA13/09433).</p> <p>e. <i>Planning Applications Withdrawn by Applicant –</i></p> <p>i. <i>PA13/08122, Pencoise Farm, Tregony</i> – application for planning permission for the proposed demolition of the existing dwelling and adjoining agricultural builds and their replacement with two dwellings (1 of which to be holiday use).</p> <p>f. <i>Planning Consultation</i> – CC is seeking views on three documents, which aim to inform and guide development across Cornwall over the next 20 years. Details previously circulated via email. Closing date is Friday, 20<sup>th</sup> December 2013. Web address: <a href="http://www.cornwall.gov.uk/renewablespd">www.cornwall.gov.uk/renewablespd</a>.</p> <p>i. Renewable Energy Landscape Supplementary Planning Document.</p> <p>ii. Mineral Safeguarding Development Plan Document (DPD) Scoping.</p> <p>iii. Allocations Development Plan Document (DPD) Scoping.</p>	<p>Cllr. Taylor</p> <p>Cllrs. Jenkins / Tyler / Wootton</p>
151/2013	<p><u>Highways Matters –</u></p> <p>a. <i>Bus Stop</i> – Cllr. Egerton reported he is still awaiting feedback from First Operations Manager, regarding the re-instatement of a bus stop at the top of Fore Street on both sides.</p>	
152/2013	<p><u>Environmental Matters –</u></p> <p>a. <i>Footpath No.1</i> – Fal River footpath. Minute 138b/2013 refers. Cllr. Jenkins reported work will commence to clear the mud on Tuesday, 3<sup>rd</sup> December. Following which Cllr. Egerton will request a lorry-load of road planings. Work would also include cutting back the tree canopy. Noted the Trewithen Estate had made no objection to the proposal.</p>	

	<p>b. <i>Footpath No. 11</i> – from Mill Lane to Pepo Lane. Minute 138c/2013 refers. In the absence of Cllr. Egerton there was no update, regarding the works that would be needed to make this path passable, together with the costings.</p> <p>c. <i>Creed Burial Ground</i> – Minute 138d/2013 refers. Cllr. Jenkins reported the PCC will discuss the PC's proposal that they take over the running of the project to extend the burial ground at Creed; to include identification of the 12 additional burial places, at their next meeting.</p> <p>d. <i>Fore Street Flowerbeds</i> – Minute 138e/2013 refers. Members considered the management of the bed to the left of the entrance to the recreation ground and the one on the corner of Pepo Lane. Flyers will be put on the tables at the next village event and a 'Please Love Me' sign placed in the flowerbeds seeking volunteers. Cllr. Egerton had undertaken to mention this in one of his leaflets.</p> <p>e. <i>Grit Bins</i> – it was <b>RESOLVED</b> that the grit bins would be inspected and a new laminated guidance notice placed in them if needed. Cllr. Mrs Tyler will deal with the bin at Nantellan, Cllr. Taylor – New Hill, Cllr. Wootton – Old Hill, Cllr. Jenkins – Creed and Cllr. Taylor – Bonython Drive.</p> <p>f. <i>Cornwall Community Flood Forum</i> – Members were invited to complete two questionnaires. Details previously emailed.</p> <p>It was reported that the owners of Penbetha are having a trench dug to take excess water to flow into the river. It was not known if the gully under the bridge had been cleared. Cllr. Paynter will check if this had been carried out and report to the Clerk, who in turn will contact Highways for an update.</p>	<p>Cllr. Egerton</p> <p>Members</p> <p>Cllrs. Jenkins /Taylor / Tyler / Wootton</p> <p>Cllr. Paynter / Clerk</p>
<p><b>153/2013</b></p>	<p><u>Town Hall</u> –</p> <p>a. <i>Heritage Project</i> – Minute 140a/2013 refers. Cllr. Tyler reported she put up the Parliament Week display in the village hall. She referred to the Temperance flag, which is currently housed in Mr Croggan's loft.</p> <p>Cllr. Wootton reported The Heritage Project Memorandum of Understanding could not be signed as a response was still awaited from the Arts Council of England (ACE).</p> <p>b. <i>OutReach Post Office Facility</i> – Minute 140b/2013 refers. Cllr. Wootton reported that Ms Jacqui Parkinson, the sub-postmistress had agreed to the contract terms and will sign the document as soon as the Post Office confirms the status of her contract with them. There had been no further progress.</p> <p>c. <i>Broadband Line</i> – Minute 140c/2013 refers. This is on hold until the position with the OutReach PO facility is known.</p> <p>d. <i>PAT Testing</i> – Minute 140e/2013 refers. F&amp;K Electrical had been asked to carry out PAT testing and also to look at the external light (153e/2013 below refers). They will carry out the work in the following week.</p> <p>e. <i>Town Clock</i> – covered by 153d/2013 above.</p>	
<p><b>154/2013</b></p>	<p><u>Administrative Matters</u> –</p> <p>a. <i>Fire Protection</i> – Members tested and confirmed the smoke detectors and torches were working.</p> <p>b. <i>Community Wind Turbine Fund</i> – Minute 141b/2013 refers. Messrs. Geoff Hodgson, Peter Hardaker, Bryan Coode, Roger Paynter and Mrs Jane Sloan had been elected as lay members of the Panel. It was <b>RESOLVED</b> to elect Cllr. Jenkins as the PC's representative to serve on the Panel.</p> <p>c. <i>CC Consultants</i> – Minute 141c/2013 refers. CC had indicated they are unable to provide details of the amount they had spent over the last two years on outside consultants for CC work / schemes. Cllr. Paynter, therefore, withdrew the Freedom of Information request. The <i>West Briton</i> had shown an interest in the matter.</p>	

	d. <i>Standing Orders</i> – Minute 148/2012 refers. The new Model Standing Orders had been received from NALC. It was <b>RESOLVED</b> the Clerk would compare the old and new versions and report to a future meeting.	Clerk
155/2013	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.2013/14-8, to a value of £983.67 were <b>APPROVED</b> for payment.</p> <p>The Clerk pointed out that the grass verges are not scheduled to be cut in November. Members <b>AGREED</b> to have a further cut made in December. She advised Members that there is currently £6,184 in the current account. However, expenditure could potentially be a further £9,667. It was <b>RESOLVED</b> to transfer £4,000 from the savings account to the current account. Cllr. Jenkins to action. The Clerk to give the bank details.</p> <p>b. <i>Internal Audit Check</i> – Cllr. Taylor reported he had undertaken a check of the accounts and found them to be in order.</p> <p>c. <i>2014/15 Precept</i> – CC requires this information by 31<sup>st</sup> December 2013. Members were asked to give thought to any projects they may wish to put forward for consideration in the next financial year.</p> <p>d. <i>Online Banking</i> – Minute 142c/2013 refers. Deferred until the outcome of action taken by the Local Government Minister, Brandon Lewis, who on 11<sup>th</sup> November 2013, laid before Parliament a legislative reform order which will repeal S.150(5) of the Local Government Act requiring two parish or community councillors to sign all cheques and orders for payment – technically preventing them from making electronic payments.</p> <ul style="list-style-type: none"> <li>• <u>Online Banking Facility</u> – on hold.</li> <li>• <u>Read Only Signatory</u> – on hold.</li> </ul> <p>e. <i>Budget Monitor</i> – copy attached. Noted a new budget heading had been added, 'Water' under Town Hall (Clerk's report refers).</p> <p>f. <i>Asset Register</i> – Members made no comment regarding their Asset Register (copy previously circulated).</p>	Clerk  Cllr. Jenkins / Clerk
156/2013	<p><u>Documentation</u> –</p> <p>a. <i>Clerks &amp; Councils Direct</i> – November 2013.</p> <p>b. <i>Statement of Licensing Act Policy</i> – Members were invited to comment on this Policy Review. Details previously circulated via email. See link: <a href="http://www.cornwall.gov.uk/default.aspx?page=35655">http://www.cornwall.gov.uk/default.aspx?page=35655</a>.</p>	
157/2013	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council</i> – 19<sup>th</sup> December 2013.</p> <p>b. <i>Planning Committee Meeting</i> – 10<sup>th</sup> December 2013.</p> <p>c. <i>Landscape Guidance for Wind and Solar Development Training</i> – CC's planning department are seeking views on renewable energy landscape and cumulative impact guidance. The documents can be viewed on <a href="http://www.cornwall.gov.uk/renewablespd">www.cornwall.gov.uk/renewablespd</a>. Training workshops to enable Town / Parish Councillors to gain a practical insight into the guidance will be held:</p> <ol style="list-style-type: none"> <li>i. Launceston Town Hall – 3<sup>rd</sup> December 2013, 7-9pm.</li> <li>ii. Committee Room, Camborne One Stop Shop – 4<sup>th</sup> December 2013, 7-9pm. The Clerk had booked to attend this session.</li> </ol>	
158/2013	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Town Hall Chairs</i> – Cllr. Tyler said that the chairs from the Heritage Centre had been borrowed by the church, but not returned, which had meant there had been no chairs for the WI meeting.</p>	
159/2013	<u>Closed Session</u> – no Members of the public were present.	
160/2013	<u>Notice Board by School</u> – it was <b>RESOLVED</b> to accept a quotation of £130 (no VAT) to replace the ply back board, replacing the cork tiles and putting some stain or varnish on the new backboard.	Clerk

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

Date: 19<sup>th</sup> December 2013