



# Grampound with Creed Parish Council

## MINUTES OF THE COUNCIL MEETING

HELD IN THE TOWN HALL, ON

THURSDAY, 17<sup>th</sup> MAY 2018 @ 7pm

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

Cllr. Bowden  
Cllr. Jones  
Cllr. Mrs Tyler

Cllr. Freer  
Cllr. McGuinness  
Cllr. Mrs Wells  
County Cllr. Egerton

Minute	AGENDA ITEMS	Action
63/2018	<u>Election of Chairman 2018/19</u> – it was <b>RESOLVED</b> to elect Cllr. Taylor.	
	<u>Chairman's Welcome / Public Forum</u> – the Chairman opened the meeting and welcomed those present.	
64/2018	<u>Election of Vice Chairman 2018/19</u> – it was <b>RESOLVED</b> to elect Cllr. Turner.	
65/2018	<u>Acceptance of Office</u> – i. Newly appointed Chairman, Cllr. Taylor, duly signed his Acceptance of Office form. ii. Newly appointed Vice Chairman, Cllr. Turner, duly signed her Acceptance of Office form.	
66/2018	<u>Apologies for Absence</u> – none.	
67/2018	<u>Casual Vacancy</u> – it was <b>RESOLVED</b> to co-opt Mr Tony Bowden to the Parish Council. The Clerk to advise CC. Cllr. Bowden duly signed his Acceptance of Office form and took the Members' Interests form for completion.  The Clerk to provide Cllr. Bowden with the Standing Orders / Financial Regulations, Code of Conduct, etc.	Clerk Cllr. Bowden  Clerk
68/2018	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-registerable Interests</i> – none. 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.	
69/2018	<u>Election of Planning Committee (five places)</u> – it was <b>RESOLVED</b> to elect Cllrs. James, McGuinness and Turner for 2018/19, with Cllrs. Freer and Taylor as 'back up'.	
70/2018	<u>Heritage Committee</u> – it was <b>RESOLVED</b> to appoint Cllrs. James, Jones, Tyler, Wells; Mrs Fisher and Mr Tyler. The Clerk to send agendas to Mr Elliott Wells with a view to his co-option by the Heritage Committee.  A grant of £3,700 had been obtained from Grantscape for a revised version of the Grampound Story DVD. It was <b>RESOLVED</b> to accept the recommendation of the Heritage Committee and award the contract to threeSfilms who made the original film, at a cost of £3,750. The Clerk to thank the resident volunteer and to say we would welcome his involvement in future projects.	Clerk  Clerk  Clerk
71/2018	<u>New Hall and Recreation Ground Committee Representative</u> – it was <b>RESOLVED</b> to appoint Cllr. Bowden. The Clerk to inform the VH Chair.	Clerk

72/2018	<u>Community Network Meetings</u> – it was <b>RESOLVED</b> to appoint Cllrs. Taylor and McGuinness. The voting member to be either of these.	Clerk
73/2018	<u>Internal Auditor</u> – it was <b>RESOLVED</b> to appoint Mr Keith Blake.	
74/2018	<u>Internal Verifier</u> – it was <b>RESOLVED</b> to appoint Cllr. Taylor.	
75/2018	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 19 <sup>th</sup> April 2018, <b>AGREED</b> as a true record. b. <i>Planning Committee Meeting</i> – meeting cancelled.	
76/2018	<u>Outside Organisations and Reports</u> – a. <i>County Councillor</i> – Cllr. Egerton spoke to his written report (copy on file). In future Enforcement Cases will no longer be in the public domain. When a decision had been reached the complainant will be told, but not PCs. Their advice is that PCs should not discuss such matters when the public are present. County Cllr. Egerton left the meeting at this point. b. <i>Village Hall Committee (VHC)</i> – Cllr. Taylor reported: i. The most recent show, the Ministry of Biscuit, was the first to use the new lighting system (LED lights financed from the Turbine Fund). ii. The Hall made a further £6.1k application to the Turbine Fund to finish upgrading the Hall lighting to LED, and a small additional sum for a necessary redecoration of the paintwork. A reduced grant of £5k was made. The Committee are currently reviewing how best to use the grant and if there are any alternative sources for the shortfall. iii. The Rake seating will soon need maintenance (the wheels are degrading). No costing yet. It was felt that the rake is so integral to the success of our Hall, compared to all the others that received Arts Council grant funding and subsequently failed, that we must keep this in good order. iv. Carrying on from that, the shows and films continue to be successful and draw in quite a few from outside the area. The recent Craft Fair was also a financial success for the Hall and the exhibitors, and the regular monthly antiques market is also continuing to grow, again attracting visitors from outside the village. Finally, we are shortly to host a Vegan market. The organiser hopes to get visitors from all over Cornwall. v. There had been some vandalism in the public toilet. Efforts to find replacement parts had been unsuccessful and the attempted repair isn't entirely satisfactory. A full replacement of the fitting may be needed and the Hall is hoping that the PC, as sponsors of the toilet, will be willing to meet the costs. vi. There is an ongoing issue with minor vandalism, it may have stopped elsewhere but it continues around the Hall and the Shop. This might be being perpetrated by a small group who are using the car park as a skateboard and cycling park. They have actually constructed some jumps between the loos and the clothes bank. The PCSO had spoken to the parents of the assumed culprits but with little overall effect. The Hall Committee are concerned that removal of the jumps will exacerbate the vandalism but, on the other hand, not removing them would leave us open to litigation in the event of injury. The PCSO believes the problem is partly down to the lack of amenities for teenagers in the village. The Hall has investigated whether it could create a small skate park but can't find a suitable area within land it controls and has asked that the PC consider whether there is anything that it can do. In the meantime, a CCTV option is being investigated.	Clerk

	<p>c. <i>Network Panel Meeting</i> – no-one had been able to attend the meeting held on 15<sup>th</sup> May 2018.</p> <p><i>Litter, Street Sweeping and Flytipping</i> – details previously emailed.</p> <p>Cllr. Jones reported there is a small lorry parking on the left-hand side further down from Tremethick on Bosillion Lane. The location makes it difficult for drivers leaving Oak Vale or driving along Bosillion Lane towards Fore Street. There was some discussion regarding requesting the double yellow lines are extended thereby leaving this part of Bosillion as a no parking area, but it was thought this would just move the problem. The Clerk to approach company that owns the van.</p> <p>Details of the proposed Community Network Highways Scheme had previously been circulated via email.</p> <p>Next meeting scheduled to be held on 17<sup>th</sup> July 2018 at 7pm. Venue TBC.</p>	Clerk
77/2018	<p><u>Planning Matters</u> –</p> <p>a. <i>Planning Meeting</i> – meeting cancelled.</p> <p>i. <i>PA18/03861, 4 Oak Vale, Grampound</i> – construction of single story extension to rear of property and construction of new front porch and replacement of windows. <b>SUPPORT</b>.</p>	Clerk
78/2018	<p><u>Highway Matters</u> –</p> <p>a. <i>Traffic Calming, Fore Street</i> – Minute 53a/2018 refers. Members to consider the response from the Police Commissioner and the Peninsula Road Safety Partnership (both previously emailed).</p> <p>Mr Marcus Laine, Peninsula Road Safety Partnership (PRSP) referred to the speed data review undertaken by CC and advised that from a Safety Camera van deployment perspective they have to identify a prosecutable or educational problem to address and the speed data does not identify such a problem. Whilst parishioners may perceive there is a speeding problem, he is pleased to state that from an empirical evidence perspective this is not the case.</p> <p>The PRSP will continue to monitor the situation within Grampound on a periodic basis in partnership with CC and will, of course, take action when the data supports intervention, however at this time there is no justification for them to conduct enforcement activity within Grampound.</p> <p>Cllr. Turner said it appeared no account had been taken of the narrowness of Fore Street, which in places has no pavement for pedestrian. Cllr. Freer said a group of residents were counting the number of times speeding vehicles trigger the existing speed cameras. He will ask for a copy of the data. Cllr. Taylor said Cllr. Turner's comment regarding the narrowness of the road and the data collected by residents will be included, when he and the Clerk cross reference the traffic speed statistics provided by Ms Boex, CC.</p> <p>The Clerk reported St Blaise Town Council did not know what had triggered the installation of the speed cameras in their area. Wendron PC believed CC installed the cameras to evaluate their performance at Trewinnick. It was believed the cost was in excess of £60,000.</p> <p>b. <i>Public Taps, Fore Street</i> – Minute 53b/2018 refers. Ms Sue Richards, Customer Manager, SW Water advised SW Water do not own the public taps outside Penwyn House and Trecauns.</p> <p>Members <b>RESOLVED</b> to approach a local plumber to carry out repairs. Cllr. Freer will provide her with the contact details.</p> <p>c. <i>Highway Conditions</i> – Minute 53d/2018 refers. The responses from Mr Bidgood and the Environment Agency had been circulated via email.</p> <p>i. <u>Nantellan</u> – the Environment Agency advised their role is to maintain and monitor flood risk from waterways designated main river. All matters of surface water and groundwater flooding are the responsibility of the Local Lead Flood Authority; in this case, CC.</p>	<p>Cllr. Freer Cllr. Taylor / Clerk</p> <p>Cllr. Freer / Clerk</p>

	<p>Any problems arising from land drainage operations fall within the remit of their Highways Dept. which is also be responsible for investigating any further problems that are caused to the roadside drains.</p> <p>Mr Viv Bidgood advised the section of road in question was inspected on two occasions and whilst some minor deposits associated with agricultural activity were noted, the deposits were insufficient to present an imminent danger to highway users at that time. Cllr. Tyler said this was because neighbours had removed the mud themselves.</p> <p>With regards to the flooding issue there are several contributory issues and the property is located in the low point at a bottom of a valley immediately adjacent to a watercourse, which inherently places it at high risk of fluvial flooding in periods of prolonged heavy rainfall. He had forwarded the matter to the Countryside Team who manage the adjacent bridleway for further consideration and direct response to the PC. The Clerk to contact Mr Dave Wood, Countryside Team and request a response and to ask if he can assist with clearing the channel to stop runoff.</p> <p>ii. <u>Creed Lane</u> – the condition of the highway had been reported to Mr Viv Bidgood.</p> <p>d. <i>Public Transport</i> – the Clerk had confirmed Members would wish CC to install a new Real Time Passenger Information (replacing the older LED one) showing live information about the bus timetable/next bus etc.</p>	Clerk
79/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>The Tannery Field</i> – no issues. Cllr. Turner said it is looking very nice with the trees in flower. It is well used by residents. Cllr. Taylor thanked the volunteers who help maintain the area.</p> <p>b. <i>The Limes</i> – no issues.</p> <p>c. <i>Grit Bin, Barteliver / Old Hill</i> – Minute 38c/2018 refers. The volunteer hasn't been available, and it had not been possible to make a hardstand for the bin. It was hoped this would be done before the winter.</p> <p>Cllr. Wells had provided photographs and a map indicating where the new bin is to be placed. The Clerk to forward this to Cormac when the base has been installed.</p> <p>d. <i>Community Right to Bid</i> – Minute 24f/2018 refers. Mr David Read, CC confirmed that Members application to renew the listing of The Dolphin Inn had been granted for a further five years.</p> <p>e. <i>Fal River Footpath</i> – Minute 54e/2018 refers. Cllr. Freer had spoken with Mr James Humphries, Trewithen Estate and the damaged gate post had subsequently been repaired.</p> <p>f. <i>Tree Warden</i> – Members are invited to join this scheme run by CC. Details previously circulated via email.</p>	Cllr. Wells Clerk
80/2018	<p><u>Administrative Matters</u> –</p> <p>a. <i>Annual Report</i> – Minute 55a/2018 refers. The report is with the printer. When the report is ready the Clerk will leave them in St Nun's for Members to collect and distribute.</p> <p>b. <i>Heritage Centre Website</i> – it was <b>RESOLVED</b> to accept Dr Dean Jenkins' generous offer to update the Photo Archive free of charge. When the work is completed, the photo archive website will then be mobile-friendly.</p> <p>c. <i>General Data Protection Regulations</i> – the Clerk had attended a training course on the new Act, which comes into force on 25<sup>th</sup> May 2018. She will report to the June meeting with actions needed to ensure the PC is compliant.</p> <p>It was <b>RESOLVED</b> to appoint the Clerk as the Data Protection Officer.</p>	Members / Clerk Clerk

81/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2018/19-02 to a value of £491.86 was <b>APPROVED</b> for payment.</p> <p>The Clerk reported she had not received a response from British Gas, regarding Members' request for a refund. She had sent a reminder.</p> <table border="0"> <tr> <td colspan="2"><b>INCOME</b></td> <td style="text-align: right;"><b>Total</b></td> </tr> <tr> <td>Town hall booking</td> <td></td> <td style="text-align: right;">22.00</td> </tr> <tr> <td>Heritage Project - sale of goods</td> <td></td> <td style="text-align: right;">54.00</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right;"><b>£76.00</b></td> </tr> <tr> <td colspan="3"><hr/></td> </tr> <tr> <td><b>EXPENDITURE</b></td> <td><b>Price</b></td> <td><b>VAT</b></td> </tr> <tr> <td>Salaries</td> <td style="text-align: right;">378.35</td> <td></td> </tr> <tr> <td>Refuse sacks</td> <td style="text-align: right;">2.00</td> <td></td> </tr> <tr> <td>Internal audit</td> <td style="text-align: right;">60.00</td> <td></td> </tr> <tr> <td>Parish Meeting catering</td> <td style="text-align: right;">44.13</td> <td></td> </tr> <tr> <td>CALC - share DPA training fee for Clerk</td> <td style="text-align: right;">6.15</td> <td style="text-align: right;">1.23</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right;"><b>£491.86</b></td> </tr> </table> <p>The bank reconciliation was made available for inspection.</p> <p><i>Fire Protection</i> – Members to tested and confirmed the smoke detectors and torches were working, whilst the cheques are being signed.</p> <p>b. <i>2017/18 Accounts</i> – the Clerk to submit the accounts to the Auditor.</p> <p>i. <u>Annual Governance Statement 2017/18</u> – Members considered and approved the statement. Copy circulated at the meeting.</p> <p>ii. <u>Accounting Statement for 2017/18</u> – Members received and accepted the 2017/18 accounts. Copy circulated at the meeting.</p> <p>iii. <u>Internal Audit</u> – approved without comment.</p> <p>c. <i>Calor Grant Scheme</i> – up to £5,000 available for schemes that 'will improve local life'. Details previously circulated via email.</p>	<b>INCOME</b>		<b>Total</b>	Town hall booking		22.00	Heritage Project - sale of goods		54.00			<b>£76.00</b>	<hr/>			<b>EXPENDITURE</b>	<b>Price</b>	<b>VAT</b>	Salaries	378.35		Refuse sacks	2.00		Internal audit	60.00		Parish Meeting catering	44.13		CALC - share DPA training fee for Clerk	6.15	1.23			<b>£491.86</b>	<p>Clerk</p> <p>Clerk</p>
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82/2018	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Cornwall Boundary Review</i> – the Boundary Commission will carry out a public consultation on their proposals from 5<sup>th</sup> June to 17<sup>th</sup> September 2018. Details previously circulated via email.</p> <p>b. <i>Clerks &amp; Councils Direct</i> – May 2018. Taken by Cllr. Freer.</p> <p>c. <i>Countryside Access Forum</i> – deadline for applications to join the forum is 29<sup>th</sup> June 2018. Details previously circulated via email.</p>	<p>Clerk</p>																																				
83/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 21<sup>st</sup> June 2018.</p> <p>b. <i>Planning Committee Meeting</i> – 12<sup>th</sup> June 2018.</p>																																					
84/2018	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Grampound Times</i> – Cllr. Freer said Mr Paynter will step down as Editor after the Carnival issue. A replacement is needed.</p> <p>b. <i>Drain Smells</i> – this has reoccurred. The Clerk to report to SW Water.</p> <p>c. <i>Dog Waste Bins</i> – Cllr. Bowden said a bin was needed half way up Pepo Lane. The Clerk to provide costings for the next meeting.</p>	<p>Clerk</p> <p>Clerk</p>																																				
85/2018	<p><u>Meeting Closed</u> – 20.42pm.</p>																																					

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

Date: 21<sup>st</sup> June 2018