



# Grampound with Creed Parish Council

## MINUTES OF THE COUNCIL MEETING

HELD IN THE TOWN HALL, ON

THURSDAY, 21<sup>st</sup> JUNE 2018 @ 7.30pm

Present: Cllr. Taylor (Chairman)  
Cllr. Jones  
Cllr. Mrs Tyler  
County Cllr. Egerton

Cllr. Bowden  
Cllr. McGuinness  
Cllr. Mrs Wells

Cllr. Miss James  
Cllr. Mrs Turner  
Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome / Public Forum</u> – the Chairman opened the meeting and welcomed those present.</p> <p>Ms Chapman, Chair of the Village Hall Committee (VHC) addressed Members. She said there had been several incidents of minor vandalism / unruly behaviour around the shop and village hall. An unauthorised skating ramp had been created and there were concerns about the safety of the shop / hall users and the youngsters themselves. The PCSO had been involved. Various options had been considered and the VHC feel the best solution is a skate board park or cycle path. There is no suitable land around the village hall for such a structure. Minute 92c/2018.</p> <p>Members felt there is a ring leader, who is known to Members and the PCSO. Cllr. Jones said the same person is responsible for cycling down steps at The Tannery, which is a real H&amp;S concern.</p> <p>Ms Chapman sought suggestions from Members. It was pointed out that circular walks around the village lend themselves to cyclists. The youngsters could be advised of this. Cllr. Taylor said a leaflet could be drawn up to promote cycle routes, similar to the footpath leaflets. Cllr. McGuinness will look into this.</p> <p>Cllr. Egerton said there is a general lack of facilities for youngsters in Cornwall. He reported the public toilet seat, which had been vandalised, had been repaired by Mr Irv Bunt.</p>	Cllr. McGuinness
86/2018	<u>Apologies for Absence</u> – Cllr. Freer.	
87/2018	<p><u>Members' Declarations</u> –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. Cllr. Bowden supplied his Members' Interests form to the Clerk, who will forward it to Ms Helen Snell, CC.</p> <p>b. <i>Non-registerable Interests</i> – none.</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
88/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 17<sup>th</sup> May 2018, <b>AGREED</b> as a true record.</p> <p>b. <i>Heritage Committee Meeting</i> – 23<sup>rd</sup> May 2018, <b>AGREED</b> as a true record.</p>	
89/2018	<p><u>Outside Organisations and Reports</u> –</p> <p>a. <i>County Councillor</i> – Cllr. Egerton spoke to his written report (copy on file). He reminded Members of the Network Panel Highways Budget. He sought Members support to have a speed reduction on the Probus bypass to 50mph together with an average speed camera (APC).</p>	

	<p>Cllr. Jones said speeding starts as far back as Grampound. Cllr. Turner said an APC on the Probus bypass would ‘scupper’ the chances of Grampound getting one. Cllr. Egerton refuted this. Cllr. Bowden suggested the speed limit should be 50mph from Grampound to Truro (excluding Tresillian, which is already 30mph).</p> <p><u>Cornwall Division Boundaries</u> – consultation ends 17<sup>th</sup> September 2018. Cllr. Egerton confirmed this applies to the boundary divisions in Cornwall only. Details previously circulated via email.</p> <p>b. <i>Network Panel Meeting</i> – next meeting scheduled to be held on 17<sup>th</sup> July 2018 at 7pm. Both Cllrs. Taylor and McGuinness are on leave.</p> <p>Details of the proposed Community Network Highways Scheme and draft Minutes of the meeting held on 15<sup>th</sup> May, previously circulated via email.</p> <p>c. <i>Village Hall Committee (VHC)</i> – next meeting scheduled for 18<sup>th</sup> July.</p> <p>It was <b>RESOLVED</b> to write a letter of support i.r.o. the VHC’s grant application to repaint the interior of the hall.</p>	Clerk
90/2018	<p><u>Planning Matters</u> –</p> <p>a. <i>Planning Meeting</i> – meeting scheduled for 12<sup>th</sup> June 2018 was inquorate and had been rescheduled to 21<sup>st</sup> June prior to this meeting.</p> <p>Cllr. McGuinness had been elected as the Planning Committee Chairman for 2018/19.</p> <p>b. <i>Planning Applications Approved by CC</i> – information only:</p> <p>i. <u>PA18/03861, 4 Oak Vale, Grampound</u> – construction of single story extension to rear of property and construction of new front porch and replacement of windows. Members supported this application.</p>	
91/2018	<p><u>Highway Matters</u> –</p> <p>a. <i>Traffic Calming, Fore Street</i> – Minute 78a/2018 refers. It was <b>RESOLVED</b> unanimously that Cllr. Taylor’s letter, in response to the traffic speed report, should be sent to Mr Marcus Laine, with a copy to the Police Commissioner and Ms Boex, CC.</p> <p>An email from Mr Glen Heather making suggestions to manage Air Quality in Grampound had been forwarded to CC.</p> <p>b. <i>Public Taps, Fore Street</i> – Minute 78b/2018 refers. The Clerk apologised, she had yet to approach a local plumber to carry out repairs. Cllr. Freer is holding the brass tap.</p> <p>c. <i>Drainage Smells</i> – Minute 78c/2018 refers. SW Water advised they are working with the developers to find a solution. Email previously circulated. Cllr. Wells said there had been some activity, but it was not known what action had been taken.</p> <p>d. <i>Nantellan Flooding</i> – Minute 78d/2018 refers. Mr Dave Wood, Countryside Team had passed Members’ query regarding possible solutions to water runoff problems to Ms Penny Hodgson, Cormac.</p> <p>e. <i>Parking Issues</i> – the Clerk had spoken to the owners of the large van, who had been most co-operative. Members reported the van is no longer causing problems. Minute 76c/2018 refers.</p>	<p>Clerk</p> <p>Clerk</p>
92/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>The Tannery Field</i> – there is a problem with dog faeces. Cllr. Turner was <b>AUTHORISED</b> to purchase a ‘No Dog Fouling’ sign to try to discourage this unsocial behaviour.</p> <p>b. <i>The Limes</i> – there are no issues. Cllr. Wells said the grass had been cut by a volunteer.</p> <p>c. <i>Skate Board Park</i> – covered by the Public Forum and Minute 76b/2018 refers.</p>	Cllr. Turner

93/2018	<p><u>Administrative Matters</u> –</p> <p>a. <i>Website</i> – Cllr. Bowden to provide photographs for the website. Cllr. McGuinness had already provided his.</p> <p>b. <i>Standing Orders</i> – it was <b>RESOLVED</b> to adopt the latest NALC Model (previously circulated via email), with the changes suggested by Cllr. Taylor. Revised copy to be recirculated and placed on the website.</p> <p>c. <i>General Data Protection Regulations (GDPR)</i> – as the Data Controller under GDPR, the Council had taken the following action:</p> <p>i. <u>Appoint a Committee</u> – it was <b>RESOLVED</b> to appoint Cllrs. Taylor, Wells and the Clerk to oversee compliance with the GDPR. They were given delegated authority to make recommendations for action including changes of policy and to act in an emergency in accordance with the GDPR report requirements.</p> <ul style="list-style-type: none"> <li>• Compilation of a Data Asset Register, and</li> <li>• Undertake an annual audit of the data currently held. On hold until further guidance provided by CALC.</li> </ul> <p>ii. <u>Appoint a Data Protection Officer</u> – it was <b>RESOLVED</b> the Clerk would be the DPO.</p> <p>iii. <u>Approve the Privacy Notice</u> – it was <b>RESOLVED</b> to adopt the Privacy Policy previously circulated via email. To be placed on the website and the notice board.</p>	Clerk  Clerk  Clerk																														
94/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2018/19-03 to a value of £2,594.37 was <b>APPROVED</b> for payment.</p> <p>British Gas had processed the refund requested by Members and £871.50 will be repaid via BACS. This process takes 14 working days and should be received by the 2<sup>nd</sup> July 2018.</p> <p>The Clerk pointed out the total cost of grants to cover the public WC running costs in 2017/18 was £2,960.40, which was £260.40 over budget.</p> <table border="1" data-bbox="327 1209 1273 1541"> <thead> <tr> <th colspan="2"><b>INCOME</b></th> <th><b>Total</b></th> </tr> </thead> <tbody> <tr> <td>HMRC – VAT refund</td> <td></td> <td><b>1,056.69</b></td> </tr> <tr> <th colspan="2"><b>EXPENDITURE</b></th> <th><b>Total</b></th> </tr> <tr> <td>Salaries</td> <td>1,005.25</td> <td>1,005.25</td> </tr> <tr> <td>Annual report</td> <td>75.00</td> <td>75.00</td> </tr> <tr> <td>Flowerbeds - plants</td> <td>48.00</td> <td>48.00</td> </tr> <tr> <td>Public WC - grant to cover running costs</td> <td>1,404.27</td> <td>1,404.27</td> </tr> <tr> <td>Town Hall - PAT testing</td> <td>46.00</td> <td>9.20</td> </tr> <tr> <td>Miscellaneous</td> <td>5.54</td> <td>1.11</td> </tr> <tr> <td colspan="2"></td> <td><b>£2,594.37</b></td> </tr> </tbody> </table> <p>NOTE – the bank reconciliation was made available for inspection.</p> <p><i>Fire Protection</i> – Members tested and confirmed the smoke detectors and torches were working, whilst the cheques were being signed.</p> <p>b. <i>Dog Waste Bins</i> – Minute 84c/2018 refers. The Clerk reported a Glasdon hooded Trimline 25 is a post-mounted external litter bin with a lid to contain the waste inside costs £90.54+VAT plus fittings (approx. £30). Mr Luke Daniel, Biffa advised the cost of emptying the bin weekly would be £218.92+VAT p.a.. <b>RESOLVED</b> to purchase a new bin to be placed half way up Pepo Lane. Cllr. Bowden will provide the Clerk with the size of the pole.</p> <p>c. <i>Grant Request</i> – it was <b>RESOLVED</b> to make a grant of £250 to the Cornwall Air Ambulance.</p> <p>d. <i>Grass Cutting 2018</i> – Members <b>RESOLVED</b> to accept a grant of £259.82 to cut the grass verges in the village for 2018. The Clerk to sign and return to Ms Lynda Prynn, Cormac.</p>	<b>INCOME</b>		<b>Total</b>	HMRC – VAT refund		<b>1,056.69</b>	<b>EXPENDITURE</b>		<b>Total</b>	Salaries	1,005.25	1,005.25	Annual report	75.00	75.00	Flowerbeds - plants	48.00	48.00	Public WC - grant to cover running costs	1,404.27	1,404.27	Town Hall - PAT testing	46.00	9.20	Miscellaneous	5.54	1.11			<b>£2,594.37</b>	Clerk           Clerk Cllr. Bowden  Clerk  Clerk
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	e. <i>Weed Spraying</i> – the Clerk had contacted the contractor who reported he will be carrying out this work during w/c 25 <sup>th</sup> June 2018.	Clerk
<b>95/2018</b>	<u>Documentation / Correspondence</u> – not covered elsewhere on the agenda. a. <i>Battles Over Events</i> – organisers of these events are encouraged to complete an Event Notification Form (ENF) and send it to Event Planning, CC: <a href="mailto:eventplanning@cornwall.gov.uk">eventplanning@cornwall.gov.uk</a> . Details previously emailed b. <i>Fire &amp; Rescue Service, Integrated Risk Management Plan 2019-22</i> – consultation deadline is 30 <sup>th</sup> June 2018, see <a href="http://www.cornwall.gov.uk/IRMP">www.cornwall.gov.uk/IRMP</a> . Details circulated via email.	
<b>96/2018</b>	<u>Diary Dates</u> – a. <i>Full Council Meeting</i> – 19 <sup>th</sup> July 2018. Apologies from Cllr. McGuinness. NOTE – no meeting to be held in August, except that an Extraordinary Meeting can be called if needed. b. <i>Planning Committee Meeting</i> – 10 <sup>th</sup> July 2018.	
<b>97/2018</b>	<u>Information Only / Future Agenda Items</u> – a. <i>Traffic Speed</i> – Cllr. Bowden reported the School PTA would like a grant towards a poster to be placed near the school warning of the need to reduce traffic speed.	
<b>98/2018</b>	<u>Meeting Closed</u> – 20.53pm.	

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

Date: 19<sup>th</sup> July 2018