



# Grampound with Creed Parish Council

## MINUTES OF THE FULL COUNCIL MEETING, HELD IN THE TOWN HALL, ON

THURSDAY, 19<sup>th</sup> SEPTEMBER 2019 @ 7.30pm

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

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome / Public Forum</u> – the Chairman opened the meeting and welcomed those present.	
113/2019	<u>Apologies for Absence</u> – County Cllr. Egerton.	
114/2019	<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.	
115/2019	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 18 <sup>th</sup> July 2019, <b>AGREED</b> as a true record. b. <i>Planning Committee Meeting</i> – 9 <sup>th</sup> July 2019, <b>AGREED</b> as a true record. c. <i>Planning Committee Meeting</i> – 6 <sup>th</sup> August 2019, <b>AGREED</b> as a true record. d. <i>Planning Committee Meeting</i> – 10 <sup>th</sup> September 2019, <b>AGREED</b> as a true record.	
116/2019	<u>Outside Organisations and Reports</u> – a. <i>County Councillor</i> – Cllr. Egerton had provided a written report, which had been circulated to Members (copy on file). b. <i>Village Hall Committee (VHC)</i> – no meeting had been held. Cllr. Bowden stepped down as the PC representative on the VHC and Cllr. Taylor was appointed in his place. c. <i>Network Panel Meeting</i> – Cllr. Jones had attended the meeting held on 16 <sup>th</sup> July and Cllr. Taylor the meeting held on 17 <sup>th</sup> September 2019. Reports for both meetings had been emailed.  One astonishing statistic given to the September meeting was that the population of Devon and Cornwall peaked at 11 million at one point during the summer, but with no additional police resources.  Noted Panel Community Network Highways Scheme is open for a second tranche of expressions of interest. Closing date 18 <sup>th</sup> October 2019. Details emailed previously.	Clerk
117/2019	<u>Planning Matters</u> – a. <i>Planning Meeting</i> – meetings held on 6 <sup>th</sup> August and 10 <sup>th</sup> September. Members <b>RESOLVED</b> that all Parish Councillors would be Members of the Planning Committee, with Cllrs. McGuinness, James and Turner	Clerk

	<p>being the lead Members.</p> <p>b. <i>Planning Applications Approved by CC</i> – information only:</p> <ul style="list-style-type: none"> <li>i. <u>PA19/04505, Primrose Cottage, Fore Street, Grampound</u> – proposed rear 2 storey extension. Works to include replacement windows to the street elevation and the removal of existing render to face stonework.</li> <li>ii. <u>PA19/04844. 1-6 Tybesta, New Hill Estate, Grampound</u> – replacement of timber casement windows with PVCu units. Replacement of doors with PVCu Units.</li> <li>iii. <u>PA19/05853, Land N of Hillcrest New Hill Estate Grampound</u> – application amended to: Non-material amendment for alterations to the footprint and roof form of plot 2, in respect of decision notice PA18/07669. Other amendments were deemed material alterations and subject to a new application.</li> <li>iv. <u>PA19/06256, Saffron Cottage, Fore Street, Grampound</u> – removal of or major cut back of Eucalyptus.</li> <li>v. <u>PA19/05478, (Greenbank) 2 Fore Street, Grampound</u> – proposed development of two dwellings and associated works. CC Decided not to make a TPO (TCA apps).</li> <li>vi. <u>PA19/04882, Land SW of Trengoffe, Old Hill, Grampound</u> – construction of a single detached self-build infill dwelling within extended rear domestic gardens and formation of a new vehicle access.</li> </ul> <p>c. <i>Planning Newsletter</i> – <a href="https://www.cornwall.gov.uk/media/39434636/e-bulletin-july-2019.pdf">https://www.cornwall.gov.uk/media/39434636/e-bulletin-july-2019.pdf</a>. Link emailed to Members.</p> <p>d. <i>Planning Conferences</i> – details previously emailed.</p>	
118/2019	<p><u>Highway Matters</u> –</p> <ul style="list-style-type: none"> <li>a. <i>School Crossing Patrol (SCP)</i> – Minute 47c/2019 refers. Members noted, with regret, that due to personal circumstances the new SCP had resigned after only a week in the post. Ms Amber Kerens-Bathmaker, Cormac advised she will put up a banner and update the job webpage on County Council’s website.</li> <li>b. <i>Average Speed Cameras, Fore Street</i> – Minute 87a/2019 refers. Cllr. Taylor reported the feasibility report is completed. We are already underway with the work required to progress this scheme through consultation and construction. The Clerk to circulate the report.</li> <li>c. <i>Road Closures</i> – details previously emailed. <ul style="list-style-type: none"> <li>i. <u>B3287 Between the A390 S of Polglaze and Fair Cross, Grampound</u> – 7<sup>th</sup> to 10<sup>th</sup> October 2019 (24 hours weekdays).</li> </ul> </li> </ul>	Clerk
119/2019	<p><u>Environmental / Amenity Matters</u> –</p> <ul style="list-style-type: none"> <li>a. <i>Public Taps</i> – Minute 73c/2019 refers. The Croggon Archives, that contains a paper about the Public Water Supply, should be available from 11<sup>th</sup> September when Kresen Kernow is due to open. It was believed that Mrs Liz Fisher plans to search the archives.</li> <li>b. <i>Public Rights of Way (PROWs)</i> – <ul style="list-style-type: none"> <li>i. <u>Fal Footpath</u> – Members considered a complaint about the amount of dog ‘poo’ bags left on the path, etc. but felt it was a difficult problem to solve. It was <b>RESOLVED</b> to provide a larger sign on the gate at the start of the path. The Clerk to ask Probus PC to consider placing a bin at their end of the path and to seek permission from the Trewithen Estate. The Tree is still in the river. The Clerk to remind Trewithen.</li> <li>ii. <u>Missing Signs</u> – Minute 104e/2019 refers. The missing signs had been reported to the Countryside Access Team, who advised that due to limited resources this is not a priority for them. They</li> </ul> </li> </ul>	<p>Clerk / Mrs Fisher</p> <p>Clerk</p> <p>Clerk Clerk</p> <p>Cllr. Bowden</p>

	<p>had provided a small supply of footpath and bridleway signs, which were given to Cllr. Bowden to install.</p> <p>iii. <u>Mill Lane Footpath</u> – in his report, Cllr. Egerton advised that work is due to start in October.</p> <p>Noted Mr Philip Hoskin had cut the PROWs. Cllr. Bowden said the entrance to the path at Pepo Lane needs cutting back hard; also it is not possible to get over the stile at Nantellan; and the Old Roman road had not been cut. The Clerk to ask Mr Hoskin to deal with these issues.</p>	Clerk																												
	<p><u>Public Forum</u> – Mr Tony Davies arrived at this point and the Chairman closed the meeting to allow him to speak.</p> <p>Mr Davies asked Members if they could arrange for the public phone box to be cleaned and repainted. For consideration at the October meeting. He said that some years ago the PC had applied for the box to be listed.</p>	Clerk																												
120/2019	<p><u>Administrative Matters</u> –</p> <p>a. <i>Financial Regulations</i> – Members <b>RESOLVED</b> to adopt the revised model Regulations. The Clerk to place a copy on the website.</p>	Clerk																												
121/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Insurance Cover</i> – Members <b>CONFIRMED</b> the cover meets their needs and duly <b>AUTHORISED</b> payment of the premium.</p> <p>Noted a revised Asset Register had previously been circulated. The Clerk pointed out the grass trimmers were in her glasshouse/garage. unknown Whereabout of the mower.</p> <p>b. <i>Water Bill</i> – Members <b>AGREED</b> to share the cost of the water bill with St Nun's Church, i.e. £60. Cllr. Jones said that monthly readings are being taken of the water meter.</p> <p>c. <i>Accounts for Payment</i> – schedule No.2019/20-05 to a value of £5,097.15 was <b>APPROVED</b> for payment. Cllr. Taylor took the accounts file to carry out an Internal Audit.</p> <table border="1"> <thead> <tr> <th>EXPENDITURE</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Salaries, incl. HMRC</td> <td>818.08</td> <td></td> <td>818.08</td> </tr> <tr> <td>Administration</td> <td>284.54</td> <td>55.20</td> <td>339.74</td> </tr> <tr> <td>Town Hall - incl. insurance</td> <td>2,005.36</td> <td>33.33</td> <td>2,038.69</td> </tr> <tr> <td>Flowerbeds, grass verges, PROWs</td> <td>172.64</td> <td></td> <td>172.64</td> </tr> <tr> <td>Heritage Project - Grampound film</td> <td>1,440.00</td> <td>288.00</td> <td>1,728.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>£5,097.15</b></td> </tr> </tbody> </table> <p>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><i>Town Hall Fire Protection</i> – Minute 89a/2019 refers. The three 'glow in the dark' exit signs and self-closing fittings for the two internal doors had been installed to improve fire protection.</p> <p>d. <i>External Audit</i> – the External Auditor commented on the 2018/19 accounts. The Clerk explained that there had been an additional 'tickbox' on the Annual Return form, which had been misunderstood.</p> <p>e. <i>The Limes</i> – a copy of the report of the meeting with the Tannery Residents had been circulated to Members via email.</p> <p>Cllr. Taylor reported that following the meeting with Tannery residents the Heras fencing had been cancelled as they would prefer wooden fencing backed by stock wire fencing. A working party to undertake some clearing this Saturday (21<sup>st</sup>) at 9.30 a.m. It was <b>RESOLVED</b> to provide refreshments for the volunteers.</p> <p>f. <i>Grant Request</i> –</p> <p>i. <u>St John Ambulance</u> – Members <b>RESOLVED</b> to make a grant of</p>	EXPENDITURE	Price	VAT	Total	Salaries, incl. HMRC	818.08		818.08	Administration	284.54	55.20	339.74	Town Hall - incl. insurance	2,005.36	33.33	2,038.69	Flowerbeds, grass verges, PROWs	172.64		172.64	Heritage Project - Grampound film	1,440.00	288.00	1,728.00				<b>£5,097.15</b>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Taylor</p> <p>Cllr. Taylor</p>
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	<p>£150 for a new adult resuscitation mannequin.</p> <p>ii. <u>Merlin MS Centre</u> – Members <b>DECLINED</b> to make a grant.</p>	Clerk
122/2019	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Grampound Times</i> – thank you from the Editor for Members' donation.</p> <p>b. <i>CC Standards Committee</i> – is looking to appoint to recruit to its membership 5 x Town and Parish Council Representatives, 1 x currently serving Clerk of a Town or Parish Council and 4 x Independent (Lay) Members. Closing date for applications is 30<sup>th</sup> September 2019.</p> <p>c. <i>Toolkit for Local Councils</i> – ICO toolkit to help local councillors with the top three data protection challenges they face:</p> <ul style="list-style-type: none"> <li>• Data sharing</li> <li>• Using personal devices.</li> <li>• Data audits.</li> </ul> <p>You can download all the resources <a href="https://ico.org.uk/for-organisations/in-your-sector/local-government/">https://ico.org.uk/for-organisations/in-your-sector/local-government/</a>. Details previously emailed.</p> <p>d. <i>Clerks &amp; Councils Direct</i> – September 2019 issue. Taken by Cllr. Freer.</p> <p>e. <i>Cornwall AONB Latest News</i> – September 2019.</p> <p>f. <i>NHS Kernow</i> – Long Term Plan newsletter.</p>	
123/2019	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 17<sup>th</sup> October 2019.</p> <p>b. <i>Planning Committee Meeting</i> – 8<sup>th</sup> October 2019.</p> <p>c. <i>Tackling Littering, Flytipping and Dog Fouling</i> – Minute 128d/2019 refers:</p> <ol style="list-style-type: none"> <li>i. <u>Council Offices, St Austell</u> – Thursday, 26<sup>th</sup> September 2019, 10.30am – 12noon.</li> <li>ii. <u>New County Hall</u> – Friday, 27<sup>th</sup> September 2019, 1500–1630pm.</li> </ol> <p>d. <i>Boundary / Local Governance Review</i> – the meeting scheduled for 30<sup>th</sup> September 2019 had been cancelled and will be rescheduled for October. Public Engagement Meeting (St Austell Area) – Thursday 26<sup>th</sup> September 2019, 7.00pm-9.30pm, Council Suite, St Austell Information Service, 39 Penwinnick Road, St Austell. Details emailed.</p> <p>e. <i>Cornwall Rural Housing Association Ltd. AGM</i> – Monday 23<sup>rd</sup> September 2019, 10.45am, Pavilion Centre, Royal Cornwall Showground, Wadebridge.</p> <p>f. <i>Cornwall's Localism Summit</i> – 6<sup>th</sup> November, at Wadebridge Showground. Morning registration will begin at 09.30 to 15.30.</p>	
124/2019	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Pepo Lane</i> – Cllr. Bowden said the lane was very dark. He suggested cutting back the trees and / or asking for the streetlights to be switched on earlier. Others favoured 'night skies' and did not want the trees cut back. No further action.</p> <p>b. <i>Road to Creed</i> – Cllr. Freer had received a complaint about the road surface. The Clerk to ask Cormac / Cllr. Egerton if this could be added to the maintenance schedule.</p> <p>c. <i>Tannery Field</i> – it was <b>RESOLVED</b> to budget £30 for daffodil bulbs. Cllr. Turner will arrange for them to be planted.</p> <p>d. <i>Grass Verges, Old Hill</i> – the Clerk to establish if this is covered by the grant from Cornwall Council.</p>	<p>Clerk</p> <p>Cllr. Turner / Clerk</p> <p>Clerk</p>

125/2019	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, 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.	
126/2019	<p><u>Contractor</u> – Ms Shelly Thomson had resigned from her contract to maintain the flowerbeds and grass verges.</p> <p>It was <b>RESOLVED</b> to appoint Josh Parkin-Jones for one year to cut, collect and dispose of the grass areas highlighted on the map and keep the plant beds tidy at a cost of £90 per visit, at two-weekly intervals.</p> <p>Noted, this is to maintain what is already in the plant beds any alterations to plants i.e. extra planting would be extra cost.</p> <p>It was further <b>RESOLVED</b> to request a one-off visit to cut back the overgrown edges and dispose of the arisings as discussed at a cost of £195, to include the grass being cut at the same time also.</p> <p>Cllr. Jones proposed that the area between the school wall and pavement. Cllr. Taylor will speak to the School's representative on the Village Hall Committee. For further discussion.</p> <p>Members <b>CONFIRMED</b> Ms Thomson's appointment as the Town Hall cleaner.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Taylor / Clerk</p>
127/2019	<u>Meeting Closed</u> – 21.09pm.	

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

Date: 17<sup>th</sup> October 2019