

MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL
HELD IN THE STITHIANS CENTRE ON
TUESDAY 20th SEPTEMBER 2011 COMMENCING AT 7pm

ATTENDANCE

Present were:

Cllr P Tisdale (Chair), Cllr G Symmons, Cllr D Nightingale, Cllr J Biscoe, Cllr N Potter, Cllr R Nicholls, Cllr Miss J Tisdale and the Clerk.

Three Members of the Public were present – Mrs Diane Bell, Mrs Kim Hill and Mr C Davidson, who arrived late - to the points mentioned.

1. APOLOGIES

Apologies were received and accepted from Cllrs N Kippax, Mrs A Kippax and Mrs V Kavanagh who were on holiday.

Jim Lyle had also sent his apologies as he was on holiday.

PCSO Huddleston was on a rest day and PC Cook was in the post of Acting Sergeant in Truro.

2. URGENT ITEMS

2.1 The Clerk informed the meeting that the Chairman had agreed that one item could be considered as urgent:

The Draft Agreement from Cornwall Council for grass cutting in the closed churchyard to be considered under item 14.1.

3. DECLARATIONS OF INTEREST ETC.

3.1.1 As a member of the Church, Cllr Potter declared a personal interest in item 13, a report on the new cemetery and Item 14.1 where it referred to grass cutting in the closed churchyard.

3.1.2 As a neighbour, Cllr Potter declared a personal interest in item 12.5 where it referred to Four Acres, Carn.

3.2 No declarations of receipt of gifts were made.

4.2 MINUTES OF THE JULY 2011 COUNCIL MEETING

4.2.1 The Clerk advised that he had not been made aware of any amendments to the draft minutes that he had previously circulated.

4.2.2 **RESOLVED to accept the minutes of the Council Meeting held on 19th July 2011 as a true record of the proceedings.**

Proposed by Cllr Potter, seconded by Cllr Biscoe and carried unanimously by those who voted. As they had not been present at the meeting, Cllrs Nicholls and Miss J Tisdale did not vote.

MINUTE 01/09/11

The Chairman duly signed the Minutes as a true record of the proceedings.

5.1 MATTERS ARISING FROM THE MINUTES OF THE JULY COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA

5.1.1 *Item 5.1.3:* Cllr Biscoe advised that the Mini was still parking at Gribbas Corner. The Clerk advised that PCSO Huddleston had informed him that it wasn't but he agreed to speak to the Police again.

5.1.2 *Item 6.2.5:* Cllr Biscoe inquired about the consultation in respect of the Special Constabulary and the Clerk advised that he had been informed that it could be found on the Police website.

5.1.3 *Item 12.1.2:* In response to a question from Cllr Biscoe, the Clerk advised that he had had no response to his request for information as to why planning permission was required for an agricultural building at Pencoose Farm but not at West Trevales but would follow the matter up again with Cornwall Council.

6. POLICE & NHW

6.1 *Police & NHW Liaison Officer:*

Cllr Mrs Kavanagh was not present at the meeting.

The Chairman closed the meeting at this point at 19.10 to allow Public Participation.

7. PUBLIC PARTICIPATION

7.1 *Cornwall Councillor Neil Plummer:*

Cllr Plummer was not present at the meeting.

7.2 *Devon & Cornwall Police:*

As some Members had not had sight of it, the Chairman read out PCSO Huddleston's report, a copy of which is appended to these minutes. Members were impressed with its comprehensiveness. The Clerk advised that graffiti had been removed from the New Road bus shelter by PC Cook.

The Clerk agreed to convey the thanks of the Parish Council to PCSO Huddleston for his comprehensive report and PC Cook for his efforts in removing graffiti from the Bus Shelter.

7.3 *Members of the Public:*

7.3.1.1 Kim Hill referred to the proposed cemetery and, whilst she knew that it would most likely go ahead, she hoped that any concerns of the residents as it became operational would be addressed by the Parish Council as some may not be evident until it was in use. Members agreed that they would always be willing to listen to the views of the residents and would do their best to address any concerns they might have.

7.3.1.2 She advised that she would not be buying the proposed area of landscaping behind her property from the Glebe Committee as the sum they required was £10,000 which amazed all those present as the purchase price for the whole area of the cemetery was only £15,000.

Mrs Hill left the meeting at this point at 19.20.

7.3.2.1 Mr Davidson was concerned that he had not been approached in respect of the enforcement complaint in respect of caravans at Calamankey

- Farm. The first he knew of the complaint was when an officer from Cornwall Council paid him a visit.
- 7.3.2.2 The Chairman explained that in reporting the matter to Cornwall Council, the Parish Council was merely responding to complaints received from members of the public and that they would do the same for anybody as long as it appeared that there was some substance in the complaint which, in this instance seemed to be the case.
- 7.3.3.1 Diane Bell informed the meeting that a hedge at Three Turnings had again been damaged by an HGV and advised that it was because satellite navigation systems gave wrong information. She was of the opinion that a suitable sign was required. She was informed that the matter was raised with Cornwall Council some time ago and Cllr Biscoe undertook to raise the matter again.

There being no other matters raised under public participation, the Chairman reopened the meeting at this point at 19.25.

8. TRANSPORT

8.1 *Transport Representative's Report:*

- 8.1.1 Rod Davis, the Council's Transport Representative, was not present at the meeting. Members raised the matter of the recent meeting between Cornwall Council and the bus operators to discuss subsidies.
The Clerk agreed to ask Mr Davis if he had any information as to the outcome.

9. TREES

9.1 *Parish Tree Warden's Report:*

- 9.1.1 Jim Lyle, the Parish Tree Warden, had tendered his apologies for the meeting.

10. PARISH PLAN

- 10.1 By consensus, Members agreed to permit Diane Bell to speak at this point in the meeting.

- 10.2 She advised that they had almost reached the halfway stage in transferring information from the questionnaires to the data sheets. She was hopeful that the task would be complete by the end of the year.

- 10.3 Cllr Biscoe advised that there were still some "wrinkles" to be ironed out.

10.4 **RESOLVED:**

1. To note the information provided.

2. To thank the working group and the additional volunteers for the hard work that was being put into the project.

Proposed by Cllr Nicholls, seconded by Cllr Potter and carried unanimously.

MINUTE 02/09/11

11. CLERK'S REPORTS

11.1 *Council's Current Financial Position:*

The Clerk presented his report, a copy of which is appended to these minutes.

- 11.1.1 **RESOLVED:**
 1. To note the Council's financial position as indicated in the report.
 2. To thank the Clerk for completing a successful Audit.
Proposed by Cllr Biscoe, seconded by Cllr Nicholls and carried unanimously.
MINUTE 03/09/11
- 11.2 *SLCC Conference, Falmouth:*
 The Clerk presented his report, a copy of which is appended to these minutes.
RESOLVED to note the report and to approve the content thereof.
Proposed by Cllr Biscoe, seconded by Cllr Nicholls and carried unanimously.
MINUTE 04/09/11
- 11.3 *"Cornwall Conversations":*
 The Clerk presented his report, a copy of which is appended to these minutes.
RESOLVED to note the report and to approve the content thereof.
Proposed by Cllr Biscoe, seconded by Cllr Nicholls and carried unanimously.
MINUTE 05/09/11
- 11.4 *Quality Council Status:*
 The Clerk presented his report, a copy of which is appended to these minutes.
- 11.4.1 It was noted that the Council presently met many of the criteria, one notable exception being the production of an Annual Report, something which Members agreed should be done in any case.
- 11.4.2 **RESOLVED:**
 1. To note the report and to approve the content thereof.
 2. That the Clerk investigate what would be involved in producing an Annual Report and to seek samples for reference.
Proposed by Cllr Biscoe, seconded by Cllr Nicholls and carried unanimously.
MINUTE 06/09/11
- 12 **PLANNING**
- 12.1 *Notification of Planning Decisions Received:*
- 12.1.1 The Clerk referred to the table of planning applications, a copy of which is appended to these minutes and advised of various planning decisions made as indicated in the table.
- 12.1.2 A Member asked if reasons were given for the withdrawal of planning applications.
This information was duly noted.
- 12.1.3 **The Clerk agreed to contact Cornwall Council to ascertain, if possible, the reasons for the withdrawal of planning applications in respect of Tregolls Cottage and Carn Farm.**

12.2 *Notification of Planning Decisions received after publication of the agenda:*

12.2.1 The Clerk advised that he had not been notified of any planning decisions since the agenda had been published.
This information was duly noted.

12.3 *Planning Applications Received:*

12.3(d).2 The Clerk advised that Items 12.3(a) to 12.3(g) were all for ratification and suggested that they be all considered together. Copies of the reports are appended to these minutes.

RESOLVED to ratify the actions taken in respect of the following Planning Applications:

- **PA11/05280 – Little Trebarveth – Supported**
- **PA11/05413 – Glen Crelow – Supported**
- **PA11/05823 – Land at Whitehouse Farm – NOT supported**
- **PA11/05918 – Penhalurick Barton – NOT supported**
- **PA11/05903 – Wind Turbine, Wendron Cricket Club – No comment**
- **PA11/06053 – Wind Turbine, adjacent to Roseline Estate, Carnkie – NOT supported**
- **PA11/06764 – Samburu – Supported with conditions**

Proposed by Cllr Nightingale, seconded by Cllr Potter and carried unanimously.

MINUTE 07/09/11

12.3(h) *PA11/07192 – Mr J Ravey – Installation of 50kW wind turbine – Higher Lezera Farm, Porkellis.*

12.3(h).1 The Chairman presented his report, a copy of which is appended to these minutes. Members were of the opinion that the turbine would be visible from several areas of Stithians.

12.3(h).2 **RESOLVED not to support the application for the reasons stated in the report and the fact that it will affect the visual amenity of the area.**

Proposed by the Chairman, seconded by Cllr Nicholls and carried unanimously.

MINUTE 08/09/11

12.4 *Planning Applications received after publication of the agenda:*

The Clerk advised that no planning applications had been received after publication of the agenda.

12.5 *Planning Enforcement:*

12.5.1 The Clerk presented his report, a copy of which is appended to these minutes.

12.5.2 He advised of the following additional information received:

- *Higher Nanpean:* The Clerk advised that he had some confidential information which he would report in the confidential section at the end of the meeting.
- *Kennall Mill:* Cllr Biscoe alluded to the “window of opportunity” in September and October and reported that as of 19th September

he had observed no work on the building

- *Four Acres, Carn:* The Clerk advised that he had some confidential information which he would report in the confidential section at the end of the meeting.
- *Struthal Farm:* Members expressed concern at the length of time the cafe had been operating without planning permission.
- *Caravans at Calamankey Farm:* Members noted that the owner, Mr Davidson, had intimated in the public part of the meeting that the site had been visited.
- *Field Adjacent to Stithians Boarding Kennels:* The Clerk informed the meeting that this had now been registered as LV/EN11/02219

12.5.3

RESOLVED:

1. **To note the report and to approve the content thereof along with the update given.**
2. **That the Clerk ask Cornwall Council how long they intend to wait for a planning application to be submitted in respect of the café at Struthal Farm before instigating enforcement procedure..**

Proposed by Cllr Biscoe, seconded by Cllr Nicholls and carried unanimously. Cllr Symmons declared a personal interest in matters relating to Calamankey Farm and Cllr Potter declared a personal interest in matters relating to Carn Farm

MINUTE 09/09/11

12.6

Licensing:

The Clerk presented his report, a copy of which is appended to these minutes.

This was duly noted.

12.6.1

Showground:

The Clerk presented his report, a copy of which is appended to these minutes. Members discussed the closure of Footpath 25 in connection with the Show and other events at the Showground.

12.6.1.1

RESOLVED:

1. **To note the report and to approve the content thereof.**
2. **That the Clerk write to the Agricultural Association requesting that they ensure that Footpath 25 is closed for only the day of the show and to ask them to ensure, by way of a clause in the Hire Agreement, that hirers of the Showground do not interfere with the path without proper authority to do so from Cornwall Council.**

Proposed by Cllr Biscoe, seconded by Cllr Nightingale and carried unanimously.

MINUTE 10/09/11

Diane Bell left the meeting at this point at 19.50.

12.6.1.2

Cllr Biscoe reported that there had been instances of graffiti at various locations in the village over the Bank Holiday weekend when the Showground was being used by two organisations. The Police had established that the perpetrators were from one of these events although

- no further action could be taken.
- 12.6.1.3 Cllr Biscoe proposed that a letter be sent to the Show Committee drawing the matter to their attention but it was not seconded.
- 12.7 *Planning Training – Eco settlements:*
Both Cllr Biscoe and Cllr Miss J Tisdale spoke to this report, a copy of which is appended to these minutes.
- 12.7.1 **RESOLVED:**
1. To note the report and to approve the content thereof.
 2. That a copy of the report be sent to the Chief Planning Officer at Cornwall Council.
 3. That the Chief Planning Officer be asked to explain the relevance to Strategic Planning of the board game used at the event.
- Proposed by Cllr Biscoe, seconded by Cllr Miss J Tisdale and carried unanimously.*
- MINUTE 11/09/11**
- 13 NEW CEMETERY
- 13.1 The Clerk presented his report, a copy of which is appended to these minutes.
- 13.1.1 Members discussed some of the points raised under public participation and the point was made that the public would have the opportunity to comment on the proposals at such time a planning application was submitted.
- 13.1.2 Cllr Biscoe advised that he wished to raise a confidential matter that would have no bearing on this report. The Chairman agreed to its being discussed in the confidential part of the meeting.
- 13.1.3 **RESOLVED:**
1. To note the report and to approve the content thereof.
 2. To approve the layout as shown in Appendices 1 and 2 of the report.
 3. That a planning application be submitted based upon the afore-mentioned Appendices.
- Proposed by Cllr Nicholls, seconded by Cllr Symmons and carried unanimously by those who voted. Having declared a personal interest, Cllr Potter did not vote.*
- MINUTE 12/09/11**
- 14 FOOTPATHS, HIGHWAYS & ENVIRONMENT
- 14.1 *Report of the Portfolio Holder:*
- 14.1.1 Cllr Biscoe, the Portfolio Holder for Footpaths, Highways and the Environment, presented his report, a copy of which is appended to these minutes.
- 14.1.2 **RESOLVED:**
1. To note the report and to approve the content thereof.
 2. To publicise evidence gathering for the two footpath modification orders for Footpath 25 as detailed in the report as soon as possible.
 3. That the Clerk be asked to write to Tony Stevens at Brook Villa requesting that he trim his trees to improve sight lines on the road.

4. That the Clerk issue the call for bids for refurbishing the fingerposts and milestones work as soon as possible after approval of the documents by Cornwall Council.
5. That the Clerk be asked to write to the owners of Polkanuggo Farm asking them to ensure that users can pass along Bridleway 32 freely with particular reference to the arrangements pertaining to their farm yard.
6. That the Clerk be asked to chase Coastline Housing about maintaining the Crelow Hill road side of the boundary of Collins Parc.

Proposed by Cllr Biscoe, seconded by Cllr Potter and carried unanimously.

MINUTE 13/09/11

- 14.1(S) *Supplementary (Urgent) Item – Grass Cutting in Stithians Churchyard:*
The Clerk reminded Members that, because of the need to have the agreement in place as soon as possible, the Chairman had agreed to consideration of this matter at this point on the agenda.
- 14.1(S).1 The Clerk presented his report, a copy of which is appended to these minutes.
- 14.1(S).2 Members were concerned about the wording of paragraph 2.1(ii) in the Agreement.
- 14.1(S).3 **RESOLVED:**
1. To accept the report and to note the content thereof.
 2. To consent to the signing of the Agreement by the Chairman subject to the agreement of Cornwall Council to amending paragraph 2.1(ii) to read..... intervals up to a maximum of six.....

Proposed by Cllr Nicholls, seconded by Cllr Potter and carried unanimously.

MINUTE 14/09/11

- 14.2 *Toilets:*
The Clerk presented his report, a copy of which is appended to these minutes.
- 14.2.1 **RESOLVED:**
1. To accept the report and to note the content thereof.
 2. To approve the payment of £70 to Michael White for work done at the toilets.
 3. That the Clerk negotiate with Tyrone Martin over the repair of the damaged pipe in the Gents' urinal as the cost will be below the approved threshold.

Proposed by Cllr Biscoe, seconded by Cllr Nightingale and carried unanimously.

MINUTE 15/09/11

- 15 PLAYING FIELD
- 15.1 *Playing Field Meeting:*
The Clerk presented his report, a copy of which is appended to these minutes.
- 15.1.1 He advised of certain estimates that had been submitted and pointed out

invoices that had been submitted and included in the items for payment authorisation (Agenda Item 22).

15.1.2

RESOLVED:

1. To note and approve the content of the Report on the Playing Field meeting and Appendix 1, particularly noting and agreeing the financial implications contained therein.
2. To accept the estimate from Tyrone Martin in the sum of £560 for the erection of eight fence panels for the Ennis & Carbis boundary.
3. To accept the estimate from Tyrone Martin in the sum of £30 for the removal of the tennis court access gate and refixing the wire fencing.

Proposed by Cllr Nicholls, seconded by Cllr Potter and carried unanimously.

MINUTE 16/09/11

15.2

Youth Shelter:

The Clerk presented his report, a copy of which is appended to these minutes.

15.2.1

RESOLVED:

1. To note information provided relating to the Youth Shelter.
2. To confirm to Cornwall Council that the amount of money to be contributed by the Parish Council to the Teen Shelter Project is £5,000.
3. To agree that the Parish Council (Clerk) will be the named applicant for the Teen Shelter Project.
4. That Cllr Nightingale be the Lead Parish Councillor as a named point of contact for the Teen Shelter Project.

Proposed by Cllr Nicholls, seconded by Cllr Potter and carried unanimously.

MINUTE 17/09/11

16

CONSULTATION

16.1

Cornwall Council - Code of Conduct:

The Clerk presented his report, a copy of which is appended to these minutes.

16.1.1

Cllr Biscoe spoke to his report, a copy of which is appended to these minutes.

16.1.2

RESOLVED:

1. That this report be accepted and its content noted.
2. To ratify the action of the Clerk in responding to Cornwall Council as detailed in the report.
3. To take no further action at the present time following consideration of Cllr Biscoe's report and the other appendices to this report including deciding upon attendees for a meeting proposed by CALC.

Proposed by Cllr Biscoe, seconded by Cllr Symmons and carried unanimously.

MINUTE 18/09/11

16.2 *DCLG – National Planning Policy Framework:*
Cllr Biscoe presented his report, a copy of which is appended to these minutes.

16.2.1 **RESOLVED:**

1. To agree the content of this consultation response.
2. To task the Clerk with forwarding the agreed response of SPC to the Department of Communities and Local Government before the 17th October deadline.

Proposed by Cllr Biscoe, seconded by Cllr Miss J Tisdale and carried unanimously.

MINUTE 19/09/11

16.3 *Cornwall Council – Revision of Local Validation List (Planning Applications):*
Cllr Biscoe presented his report, a copy of which is appended to these minutes.

16.3.1 **RESOLVED:**

1. To agree the content of this consultation response.
2. To task the Clerk with forwarding the agreed response of SPC to Cornwall Council before the 21st October deadline.

Proposed by Cllr Biscoe, seconded by the Chairman and carried unanimously.

MINUTE 20/09/11

17 PUBLIC RELATIONS

17.2 The Public Relations Officer presented his report, a copy of which is appended to these minutes.

17.2.1 **RESOLVED:**

1. To agree the article in the report for publication in the Stithians Times along with a plan of the proposed layout for the cemetery.
2. That the PRO prepare the next edition of Spotlight and present it to the October meeting.

Proposed by Cllr Nightingale, seconded by Cllr Potter and carried unanimously.

MINUTE 21/09/11

18 REPORTS OF COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

18.1 *Stithians School Governing Body:*

Nothing to report.

18.2 *Village Hall Management Committee:*

Cllr Biscoe informed the meeting that he had some confidential information relating to the Stithians Centre and the Chairman agreed that it could be discussed in the Confidential part of the meeting

18.3 *Mining Villages Regeneration Group:*

Cllr Biscoe presented his report, a copy of which is appended to these minutes.

18.3.1 **RESOLVED:**

1. That this report be accepted and its content noted.

2. To agree to prepare a report for each MVRG meeting to be circulated via the Clerk in advance of each meeting.
3. To consider the offers from Tony Mugford and Cornwall Council for carrying out annual play equipment inspections against the current service provider and recommend to the Playing Field Portfolio Holder.
4. To note the date and venue of the next meeting, Richard Jory Building, Pulla Cross, Gwennap 6th October 2011 at 13.15hrs.

Proposed by Cllr Biscoe, seconded by Cllr Miss J Tisdale and carried unanimously.

MINUTE 22/09/11

18.4 *Historic Churchyards Group:*
Nothing to report.

18.5 *Cornwall Renewable Energy Conference:*
Cllr Biscoe presented his report, a copy of which is appended to these minutes.

18.5.1 **RESOLVED:**

1. That this report be accepted and its content noted.
2. That Cllr Biscoe write an article to enable the PRO to bring the pertinent points to the attention of Parishioners through Spotlight, SPC website and other media as the opportunity presents.

Proposed by Cllr Biscoe, seconded by Cllr Symmons and carried unanimously.

MINUTE 23/09/11

19 CORNWALL COUNCIL

19.1 *Community Network Area Meeting:*

Cllr Biscoe presented his report, a copy of which is appended to these minutes.

19.1.1 **RESOLVED that this report be accepted and its content noted.**

Proposed by Cllr Biscoe, seconded by the Chairman and carried unanimously.

MINUTE 24/09/11

20 CORRESPONDENCE

The Clerk presented his report, a copy of which is appended to these minutes.

The reminder from Cornwall Council of the necessity to maintain an up to date register of Members' Interests was duly noted.

21 URGENT ITEMS

There were no urgent items for consideration at this point on the agenda.

22 AUTHORISING OF PAYMENTS

22.1 The Clerk presented a list of payments to be made, a copy of which is appended to these minutes. He also presented his additional report detailing further payments that had arisen since publication of the agenda, a copy of which is also attached to these minutes.

22.2 The Clerk reminded Members of the expenditure of £70 approved during

the meeting under Minute 15/09/11(2)

RESOLVED

1. To approve payment of the sums shown in the main report totalling £6,519.66 and £334.00 in the additional report.
2. To approve the payment of £70 to Michael White for work done at the toilets.

Proposed by Cllr Biscoe, seconded by Cllr Miss J Tisdale and carried unanimously.

MINUTE 25/09/11

24 ITEMS FOR NEXT MEETING

- 2011/12 Draft Budget – Clerk to report. He requested Members to submit any items for consideration as soon as possible.
- Winter closure of toilets – Cllr Biscoe to report.
- Content of Annual Report – Clerk to report.
- Next Edition of Spotlight – Cllr Nightingale.
- Playing Field Signage – Cllr Nightingale to report in time for consideration by Playing Filed Meeting on 11th October.

24 DATE OF NEXT MEETINGS

It was agreed that the next Council Meeting would take place on Tuesday 18th October 2011 at 7pm in the Stithians Centre.

25 CONFIDENTIAL ITEMS

The Chairman proposed, seconded by the Vice Chairman, that the Press and Public be excluded from the meeting at this point in order for items to be considered containing information considered Exempt within the terms of paragraph 9 of Schedule 12A of the Local Government Act 1972 (Sections 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985) as amended by the local Government (access to Information) (Variation) Order 2006.

This was unanimously agreed.

25.1 *Higher Nanpean Farm:*

The Clerk updated Members on the current situation.

25.2 *Four Acres, Carn:*

The Clerk updated Members on the current situation.

25.3 *Village Hall Management Committee:*

Members considered information relating to the Pre-school.

25.4 *Alternative Site for Proposed Cemetery:*

Cllr Biscoe proposed that an alternative site for the cemetery be investigated but the proposal was not seconded.

The meeting closed at 22.15.

Signed as a true and accurate record of the proceedings.

..... Chairman

Date:.....