



## **REPORTS FOR APRIL 2011 MEETING**

### **AGENDA ITEM 4.1**



*Devon & Cornwall  
Constabulary*

### **STITHIANS COUNCIL MEETING POLICE REPORT** **TUESDAY 19<sup>th</sup> APRIL 2011**

Since your last police report for the meeting on the 15<sup>th</sup> March there have been four crimes reported in the parish. There was a window broken in East Road, there was a car scratched in Longdowns, a driver was found to be over the prescribed limit on the A394, and two males were arrested for cultivating cannabis in Herniss.

There was a call about youths placing cones across the road opposite the church, this has happened on more than one occasion and I have requested highways pick up the cones to prevent this happening.

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### **AGENDA ITEM 5.1**

**PA11/01263 - Erection of wind turbine and ancillary building, Polkanuggo Farm, Longdowns TR3 7DE**

**Decision Required:**

To support or oppose.

**Recommendation:**

Oppose

## **REPORT:**

This is a replacement for the previous application number PA10/04508 which was withdrawn in October 2010. Councillor Nicholls and I did not think it necessary to do another site visit, as the only difference is the height and location, which can be easily seen from the adjacent highway.

The turbine for which permission is sought in this application is 5m higher than the one in the previous application, but has been moved lower down the field. The turbine height to the tip of the rotor will be 56.5m not including any above ground height for the base. However, its intended location is still only less than 300m from the nearest residence.

Its size would indicate that it is not intended for personal domestic use, but as an industrial profit making venture with no benefit to other local residents. It will have an adverse effect on the visual amenity of the area, especially when viewed as the skyline. Currently there are 3 dwellings within a 300m radius, the closest of which is approximately 280m, 1 within 400m, 7 within 500m, 92 within 1000m and 55 within 1500m, making a total of approximately 158 residences within 1500m, including part of Rame.

We are acutely aware that there have been almost 300 objections lodged with the Planning Authority regarding this application.

There is currently a private members bill progressing through the Parliamentary process. 'The Wind Turbines (Minimum Distances from Residential Premises) Bill [HL] 2010-11' which is seeking approval as a result of known effects of Turbine noise on the health and well-being of residents living within the vicinity of these turbines.

Section 4 of this Act lays down statutory distances from turbines according to their height:

### ***2 Requirements for minimum distance***

*(4) If the height of the wind turbine generator is --*

*(a) greater than 25m, but does not exceed 50m, the minimum distance requirement is 1000m;*

*(b) greater than 50m, but does not exceed 100m, the minimum distance requirement is 1500m;*

*(c) greater than 100m, but does not exceed 150m, the minimum distance requirement is 2000m;*

*(d) greater than 150m, the minimum distance requirement is 3000m.*

*(5) The height of the wind turbine generator is measured from the ground to the End of the blade tip at its highest point.*

### ***3 Exception***

*(1) The local authority may grant planning permission for the construction of a Wind turbine generator which does not meet the minimum distance requirement under section 2(4) if the condition under subsection (2) is met.*

*(2) The condition is that owners of all residential premises which fall within the minimum distance requirement for the proposed wind turbine generator must agree in writing to the construction of the wind turbine generator.*

*(3) It is the duty of a relevant authority to ensure that no written agreement is Elicited by unlawful means and that all necessary written agreements have been received before planning permission is granted.*

As can be seen from section 2, (4) (a) the recommended distance from any dwelling for a turbine with a generator just below 50m in height, should be 1000m. This proposed turbine is as already stated, less than 300m from the nearest dwelling and also includes another 102 dwellings within this 1000m zone. These recommendations do not, as yet, take into account any problems that can be created by the 'flicker effect'. This is a 'strobe' like effect caused by the blades rotating in front of the sun and may well be experienced by several nearby residences at different times of the year, depending on their location relative to the turbine and the height of the sun.

Although not yet law, the Bill has been introduced for a reason, namely the now widely accepted recognition of health effects on local residents living in close proximity to these turbines. (\*1) The Welsh Assembly and Scotland have already introduced such statutory guidelines as have many other councils in the UK. Cherwell District Council near Oxford has set a minimum distance of 800m from the nearest residence.

It is well known, and hardly surprising, that Wind Turbine proponents underplay, or even deny, the effects of noise created by wind turbines. A similar problem exists with sun bed operators denying any link between over-exposure and cancer.

There are now an increasing number of reports, by well respected bodies, that turbine noise can, and does, cause serious health problems. There are two potential sources, the turbine gearbox and generator which create mechanical noise, and the rotation of the blades which create aerodynamic noise. Modern engineering methods are generally recognized as having solved almost all mechanical noise, so it is generally accepted that this is no longer a problem.

It is the aerodynamic noise, created as the blades pass through the air that cause the health problems to residents living in close proximity, namely the constant 'swish, swish, swish'. The blades can also produce low frequency noise in certain atmospheric conditions. It is this continuous, unrelenting noise that disturbs sleep, leading to headaches, stress, and anxiety.

It is also well accepted by the 'acoustics industry' that ETSU-R-97, the 'standard' by which turbine noise is measured is fundamentally flawed, well out of date, and drastically needs an overhaul. (\*2)(\*3) Noise monitoring is routinely carried out at around 10m above ground level, but wind speeds and therefore aerodynamic noise, can be totally different at 40m. This can be particularly noticeable at night, when wind speeds at ground level may fall to zero, but are high enough at blade level to keep the turbine turning. The noise generated can then be accentuated by very low levels of background noise as experienced in rural locations such as here. As yet we have not been shown any evidence that a noise impact assessment has been carried out and how the results could affect local residences.

We believe that Cornwall Council would be failing in its duty of care to these residents if it permits this development, knowing that these potential problems exist.

We would like to remind the Authority of the recognized and well documented problems at Bear Downs and at Carland Cross, where the two nearest residents were forced to move out of their homes and at least one of these residences is now derelict.

There is also the problem of loss of property value. Although we recognize that this is not a material planning consideration, it is worth bringing to your attention, as there could be a breach of an individuals right under the Human Rights Act 1998.

Article 1 of the First Protocol states:

*"The protection of property gives every person the right to peaceful enjoyment of their possessions.*

*This imposes an obligation on the State not to:  
interfere with peaceful enjoyment of property;  
deprive a person of their possessions; or  
subject a person's possession to control.*

*However, there will be no violation of this right if such interference, deprivation or control is carried out lawfully and in the public interest."*

However, what is considered to be in the public interest is often left to the Government to decide, but any interference must strike a fair balance between the demands of the general interests of the community and the requirements of the individual's fundamental rights. A lack of appropriate compensation would be likely to be considered disproportionate if it was subsequently proven that house prices were badly affected by the location of a wind turbine. We would also argue that as over 300 local residents have objected to this proposed turbine, it is therefore not in the public interest.

We have serious concerns about the damage to the environment which the construction of this turbine may cause. We understand that the bases of these turbines require anywhere between 600 and 1000 tons of concrete to construct. The vehicles required for their delivery are very long and heavy. The highway access to this site is extremely narrow and has a number of very sharp corners. To date, we have seen no detailed plan as to how the turbine and these materials are intended to be delivered to the site, the additional number of vehicle movements, traffic management and what affect these will have on the local road system.

We believe that major alterations or damage will be inflicted on the hedgerows during the installation. As far as we are aware, none of the land adjacent to the site and the highway is owned by the applicant and access would not be made available to the site across this land at an easily accessible location. This would then mean that all deliveries would need to be made via the very narrow road from Longdowns and onto the property via a 90° bend. There is no mention of any assessment being carried out on the environmental impact any demolition and re-instatement would have on the hedgerows and wildlife.

The photomontages supplied with the application are misleading, and do not illustrate the reality of how this turbine will be visible, both from the local area and

the surrounding villages, especially Stithians. Following the tests with the balloon requested by the Parish Council for the previous application, we were surprised at just how much impact it would have on the local area. (A number of photographs are attached for you to judge for yourselves.)

There are 2 public rights of way in close proximity to the site. One, a bridleway, runs through the property less than 200m from the turbine. It is recommended that turbines should not be within 200m of bridleways in order that the rotating turbine blades do not startle horses. The other is a footpath which leads to the adjacent triangulation station. From here, there is an uninterrupted 360° view towards Bodmin Moor, the Lizard peninsula, both north and south coasts and towards Penwith. This unbroken view will disappear if this turbine is granted permission. We are also not aware that the Ramblers Association has been consulted?

We also note that no comments have been received from the CAA, regarding interference with aircraft, or the Police on how the turbine could affect the concentration of drivers travelling on the A394 as they approach London Wells from Rame (see photo). There have already been a number of fatal accidents on this stretch of road. Have either of these bodies been consulted?

While we recognize that wind turbines may play a part in alternative energy production, there is a very real danger that in our haste to embrace this 'clean' technology, genuine concerns about noise pollution and it's effects, are being ignored. We do not believe that the limited benefit of permitting a turbine of this size in such close proximity to such a large number of residences will outweigh the potential health risks it could create for so many residents.

There are too many assumptions made in the application and not enough hard evidence. Data that has been supplied is mostly generic, supplied by the manufacturer, and has not been corroborated by on-site measurements.

It is for these reasons that we recommend that Stithians Parish Council does not support this application.

**Councillors P Tisdale and R Nicholls.**  
**April 14<sup>th</sup> 2011**

References:

(\*1) Wind Turbines, Noise and Health. Dr Amanda Harry M.B.Ch.B. P.G.Dip.E.N.T. February 2007.

(\*2) ETSU-R-97 - Why it is Wrong, Dick Bowdler, July 2008

(\*3) RENEWABLE ENERGY FOUNDATION RESPONSE TO: DECC Consultation on the *Revised Draft National Policy Statement EN-3, Renewable Energy Infrastructure* and related documents

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## **AGENDA ITEM 9**

### **CLERK'S REPORT FOR MEETING TO BE HELD ON 19<sup>th</sup> APRIL 2011**

#### **BUS SERVICES**

##### **Decision Required:**

**To note and approve the content of this report.**

##### **REPORT:**

I'm not sure if Rod Davis will be at the meeting and therefore reproduce below two e-mails received from him, the first on 31<sup>st</sup> March:

You may already know a little of the planned bus service changes starting on 17 April, but due to the cuts First are withdrawing all evening and Sunday services from our 82A Truro-Helston route. The weekday daytime timetable is hardly changed from the present one. The last Mon-Sat bus back from Truro will therefore be the 17.40, which will probably upset quite a few along the route (the current 2100 service from Truro is quite popular at times). First Group are blaming the Cornwall Council loss of financial support for these services. However.....

Western Greyhound have apparently made a successful bid, as they have registered with the Traffic Commissioners in Bristol a new service, number 582, to run from Truro railway station to Helston 'on weekday evenings and Sundays only'. They are tight-lipped about the detail at present, but I gather the intention is, as they put it, 'to replace the 82A'.

Which would be good news - especially as they might provide some sort of connection with main line trains at last. And (guessing!) First have probably pulled their usual trick of submitting too high a tender knowing it would be beaten by someone else, allowing them to make a face-saving retreat from a service they never really wanted to run.

No news as yet on the 442, they seem to be planning to carry on as usual between Falmouth and Camborne.

I'll keep you informed if I get any more. I hope to be able to say something at the next SPC meeting although not certain as yet, having to be in Sheffield until at least the day before.

And the second on 10<sup>th</sup> April:

Just to let you know that the new Western Greyhound service 582 between Truro railway station and Helston will indeed run much as the current service on Sundays from 17 April, serving the village at 2 hourly intervals through the day. However, I was shocked and disappointed to discover that the weekday evening service will NOT be any longer coming through Stithians; they have chosen to take it down the main road through Longdowns instead, thereby turning up the chance of serving a catchment area populated by some 3000 (including Perranwell). I suspect the PTU had something to do with this as they negotiate the tenders with the bus companies. Maybe they should be approached, as I am sure it would be no skin off Western Greyhound's nose to come through our village instead of missing it and the other population centres out.

**JV Calvert,**

**Clerk**

**14<sup>th</sup> April 2011**

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## AGENDA ITEMS 12.1-12.3

### **Clerk's Report for Meeting on 19<sup>th</sup> April 2011**

#### **Summary of Decisions Required (Details in report):**

1. To note the Parish Council's financial position at the end of the 2010/11 Financial Year, including overspends as detailed in the report.
2. To approve the answers to the questions in the Annual Governance Statement.
3. To note the information provided re PAYE.
4. To note the information provided re the Council Website.

#### Report:

##### 12.1 Council's Current Financial Position – Final Accounts for 2010/11:

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 31<sup>st</sup> March and therefore represent the Final Accounts for 2010/11 as submitted to the Internal Auditor on 6<sup>th</sup> April.

I informed Members at the March meeting that I would explain the overspends therein at this meeting. All have been catered for in the 2011/12 budget. Fortunately, they are more than compensated for by various underspends.

The overspends, with the explanations, are as follows:

<u>Item</u>	<u>Amount</u>	<u>Explanation</u>
Hire of Hall	£461	The previous Treasurer invoiced a year behind. The present one has "caught up" so we have paid for two years in one.
Clerk's Salary	£2,381	Following the benchmarking exercise in November, the Clerk's salary was increased and his working hours consolidated.
Admin Expenses	£25	This can never be budgeted exactly as needs for stationery etc. can vary from year to year. It is not excessive, however.
SLCC Subscription	£117	When the budget was set, it was not known that the Clerk would join the ICLM, thus increasing the subscription.
Training	£25	More training, particularly for the Clerk, than anticipated
Churchyard Maintenance	£657	This includes the maintenance of the Lower Churchyard, which was not included in the budget. It is off-set by a payment of £350 from the PCC and is now budgeted separately.
Electricity - Toilets	£202	EDF Energy have considerably increased the tariff for unmetered supplies as have those other suppliers who are still willing to provide an unmetered supply.
PF Grass Cutting	£356	Peter Williams was late in submitting his account for the last quarter of the 2009/10 Financial Year and so it was included in 2010/11.

The External Auditor requires the Audit Return to be submitted by 6<sup>th</sup> June and although it could be done at the May meeting, I would like Members, as has been done in previous years, to approve, subject to the Internal Audit, the following summary which appears in the Audit Return. All figures can be substantiated by reference to the appendices. In this way I can submit the Return to the external Auditor in good time.

		Year Ending	
		31 <sup>st</sup> Mar. 10	31 <sup>st</sup> Mar. 11
1	Balance Brought Forward	79,636	79,255
2	Annual Precept	46,000	54,000
3	Total Other Receipts	6,777	11,864
4	Staff Costs	11,754	14,881
5	Loan Interest & Capital Repayments	6,813	6,813
6	Total Other Payments	32,019	31,522
7	Balance Carried Forward	81,827	91,903
8	Total Cash & Short Term Investments	81,827	91,903
9	Total Fixed Assets	306,169	305,111
10	Total Borrowings	75,940	72,675

Members will note that the balance carried forward from 2009/10 to 2010/11 is not the same as that brought forward. This is because, as Members are well aware, in the previous audit the external auditor insisted that the War Stock (£2572) held by the Council should be treated as a long term investment and therefore removed from the balance sheet and included in the Asset Register, a copy of which is included as Appendix 5 to this report for Members' information.

As is normal practice, it is also necessary to consider the questions asked by the External Auditor in the Annual Governance Statement in the Audit and these are reproduced in Appendix 4 to this report, with appropriate answers for approval as usual.

If Members have any further queries, I shall endeavour to answer them at your meeting.

#### 12.2 Clerk's Salary – PAYE:

The Parish Council is now registered for PAYE and Members will see that this is reflected in the payments to be made in agenda item 23. I have also amended the financial statements which Members receive each month to reflect the fact that payments now have to be made to HMRC. Cllr Mrs Kippax is waiting for our tax reference, upon receipt of which she will apply for remittances to HMRC to be made quarterly rather than monthly.

#### 12.3 Council Website:

I am making progress with the website but it is not yet "live" for several reasons, the main one being that I have been without my PC since 29<sup>th</sup> March and at the time of writing this report was still without it. Also, of course, I have had to prepare the year end accounts for audit, which takes some time.

**JV Calvert,  
Clerk**

**12<sup>th</sup> April 2011**

## Appendix 1 to AGENDA ITEM 12.1

**FINANCIAL STATEMENT for  
2010 - 2011**

**EXPENDITURE**

**Financial Position at 31st March 2011****Finance & Administration**

	Budget	Spend to Date	Current Balance
s137 Expenditure -			
Donations	500.00	235.00	265.00
Grant to MVRG	1,000.00	500.00	500.00
Public Relations	200.00	0.00	200.00
Printing of "Spotlight"	950.00	270.00	680.00
Clerk's Gratuity	300.00	Transferred to Clerk's Gratuity Reserve	
Hire of Hall	450.00	911.00	-461.00
Election Expenses	0.00	Monies held in General Reserve - See Below	
Clerk's Salary	12,500.00	14,881.48	-2,381.48
Admin Expenses	1,200.00	1,224.91	-24.91
CALC Subscription	450.00	442.52	7.48
Soc of Local Council Clerks Subs	100.00	217.00	-117.00
New Computer, Printer etc.	0.00	Transferred to Computer Reserve - See Below	
Internal Audit Fees	350.00	322.23	27.77
External Audit Fees	400.00	400.00	0.00
Chairman's Allowance	80.00	0.00	80.00
Subsistence & Travelling for Members	100.00	60.50	39.50
Insurance	450.00	116.90	333.10
E-mail for Chairman	250.00	0.00	250.00
Training for Clerk & Cllrs	300.00	325.50	-25.50
Bank Fees	20.00	15.00	5.00
Parish Plan	1,000.00	712.85	287.15
Contingency Fund	200.00	86.80	113.20
Sub Total	20,800.00	20,721.69	-221.69

**Planning**

Travelling & Subsistence	50.00	0.00	50.00
Communications	25.00	0.00	25.00
Training/Seminars	50.00	0.00	50.00
Sub Total	125.00	0.00	125.00

**Environment, Highways & Footpaths**

Highway Verges	1,750.00	1,622.84	127.16
Litter Clearance inc Materials	1,600.00	1,419.84	180.16
Churchyard Maintenance	660.00	1,317.20	-657.20
Cemetery Provision	5,000.00	Transferred to Cemetery Reserve - See Below	
Toilet Cleaning & Materials	1,750.00	1,157.13	592.87
NNDR Toilets	370.00	367.26	2.74
Electricity - Toilets	100.00	302.23	-202.23
Water & Sewage - Toilets	150.00	124.69	25.31
Footpath Maintenance Contract	2,400.00	2,139.97	260.03
Extra FP Maintenance & Waymarking	1,000.00	115.00	885.00
New Road Bus Shelter			
Safety Works	0.00	0.00	0.00
Toilet Repair Fund	500.00	192.55	307.45

Bus Shelter Maintenance	750.00	89.45	660.55
	16,030.00	8,848.16	2,181.84
<b><u>Playing Field Maintenance</u></b>			
Caretaker	7,300.00	7,247.07	52.93
Water	150.00	132.53	17.47
Alarm System	200.00	154.61	45.39
General Maintenance Expenses	1,000.00	948.65	51.35
Grass & Hedge Cutting (P Williams)	1,400.00	1,756.10	-356.10
Lease from Glebe	750.00	300.00	450.00
Insurance	1,400.00	1,400.00	0.00
Annual Safety Inspection	100.00	80.00	20.00
Signage for Playing Field	1,000.00	165.88	834.12
Pavilion Fund	1,000.00	Transferred to Pavilion Reserve See Below	
Accommodation Works - FP Diversion	0.00	Transferred to PF Reserve - See Below	
Major Play Equipment Repairs	2,000.00	Transferred to P Equip. Reserve - See Below	
	16,300.00	12,184.84	1,115.16
<b><u>Playing Field Development Project</u></b>			
Public Works Loan Board Repayments on £50k Total Loans 1 & 2	3,679.94	3,679.90	0.04
	3,679.94	3,679.90	0.04
<b><u>Development Fund</u></b>			
	2,000.00	Transferred to Development Reserve - See Below	
<b><u>Resource Centre Development Project</u></b>			
Public Works Loan Board Repayment on £20k Loan 3	1,566.74	1,566.72	0.02
Repayment on £20k Loan 4	1,566.74	1,566.74	0.00
	3,133.48	3,133.46	0.02
GRAND TOTAL (For Precept)	<b>62,068.42</b>	<b>48,568.05</b>	<b>3,200.37</b>
<b>Other Expenditure</b>			
VAT		<u>1,061.63</u>	
<b>Expenditure from Reserves</b>			
Playing Field Development Fund		2,224.05	7,261.21
Resource Centre Development Fund		0.00	0.00
Development Fund		0.00	6,459.23
General Reserves		501.00	13,348.66
Cemetery Fund		861.27	42,578.73
Pavilion Fund		0.00	4,532.22
Major Play Equipment		0.00	2,000.00

Replacement Fund			
Bus Shelter Fund		0.00	0.00
Computer Fund		0.00	1,612.50
OVERALL TOTAL EXPENDITURE	<b>62,068.42</b>	<b>53,216.00</b>	<b>80,992.92</b>

Overall Total Income 57,329.30 65,864.28

Surplus/Deficit of Income/Expend. -4,739.12 12,648.28

VAT Expenditure:

Finance	265.62
Planning	0.00
Environment, Highways & Footpaths	63.01
Playing Field Maintenance	406.73
Playing Field Development Fund	0.00
Resource Centre Development Fund	0.00
Playing Field Development Fund	81.87
Resource Centre Development Fund	0.00
Development Fund	0.00
General Reserves	87.68
Cemetery Fund	156.72
Bus Shelter Fund	0.00
Pavilion Maintenance Fund	0.00
Computer Fund	0.00
<b>TOTAL</b>	<b>1,061.63</b>

VAT Income to Date: 1,209.75 (Includes £148.12 from 2009/10)  
VAT to be Claimed: 0.00



## Appendix 2 to AGENDA ITEM 12.1

### FINANCIAL STATEMENT for 2010 - 2011

### INCOME

#### Financial Position as at 31st March 2011

	Budget	Income to Date	
Cornwall Council Precept	54,000.00		54,000.00
CCC Footpath Maintenance	1,700.00		2,251.00
Rugby Club - Use of Field	485.00		482.29
Tennis Court Fees	440.00		330.00
Bowling Club	60.00		100.00
Pigeon Racing Club	40.00		40.00
Wayleaves	19.30		23.45
Other	0.00		6,174.43
Refund from MVRG	0.00		500.00
Refund of VAT	0.00		1,209.75
Dividend from War Stock	85.00		85.88
Bank Interest	500.00		667.48
<b>TOTAL INCOME</b>	<b>57,329.30</b>		<b>65,864.28</b>

Consider Raising Charges

Total Interest (War Stock + Bank Int) = 753.36

#### Individual Breakdown:

Totals:	85.88	667.48	330.00	2,251.00	1,209.75	6,174.43	500.00
	War Stock	Bank Int.	Tennis	CCC F'tpath	VAT Refund	Other	From MVRG
War Stock Interest	6-Apr	2.58					
Bank Interest	1-Apr		55.55				
Bank Interest	9-Apr		0.83				
From Bowling Club re LAP Invoice	21-Apr					277.57	
VAT Refund	22-Apr				148.12		
Bank Interest	1-May		53.82				
Bank Interest	10-May		0.83				

Tennis Fees	20-May		120.00		
Cornwall Council - NNDR Refund	24-May				394.71
War Stock Dividend	1-Jun	37.78			
Bank Interest	1-Jun		55.66		
Bank Interest	10-Jun		0.81		
PCC for Lower Churchyard	16-Jun				350.00
Stithians Fayre - Parish Plan	16-Jun				3.16
Bank Interest	1-Jul		53.92		
War Stock Interest	5-Jul	2.58			
Bank Interest	9-Jul		0.81		
Bank Interest	1-Aug		55.78		
Bank Interest	9-Aug		0.83		
Bank Interest	1-Sep		55.83		
Bank Interest	9-Sep		0.83		
Tennis Fees	23-Sep			168.00	
War Stock Interest	5-Oct	2.58			
Cornwall Council - NNDR Refund	11-Oct		0.86		148.99
Bank Interest	1-Oct		54.08		
CC(ALSF)/interet/Tennis Fees	12-Nov		0.78	42.00	5,000.00
Bank Interest	1-Nov		55.94		
War Stock Dividend/Bank Interest	1-Dec	37.78	54.19		
Towards Parish Plan	3-Dec				500.00
VAT Refund	4-Dec				683.49
Bank Interest	9-Dec		0.81		
War Stock Interest	5-Jan	2.58			
Bank Interest	10-Jan		0.86		
Cornwall Council - Footpath Maint.	13-Jan			2251.00	
Bank Interest	1-Jan		56.06		
Bank Interest	9-Feb		0.81		
Bank Interest	1-Feb		56.11		
Bank Interest	1-Mar		50.73		
Bank Interest	9-Mar		0.75		
VAT Refund	28-Mar				378.14

## RECONCILIATION OF BALANCES

31st March 2011

Starting Balance	79,254.69
Plus Income to Date	65,864.28
Less Expenditure to Date	<u>53,216.00</u>
Balance in Hand	91,902.97
Represented by:	
Current Account	16,710.74
Business Call Account	19,654.47
Scottish Widows	55,537.76
War Stock - Now Recorded in Assets	<u>0.00</u>
Total	<u>91,902.97</u>

<b>- Balance as at 31/03/10 B/F</b>	
Business Account	19,644.66
Current Account	4,730.94
<u>Less o/s Cheques</u>	<u>1.00</u>
	24,374.60
<u>Add Scottish Widows</u>	54,880.09
<u>Add War Stock - Removed on instruction of Ext Auditor</u>	<u>0.00</u>
	<u>79,254.69</u>

**Note: The above Balance of 91,902.97**

**includes the following Reserves:**

General Reserve	<b>13,348.66</b>	(£1,500 Ring fenced for Election Expenses)(£4,800 Ring Fenced for Specific Purposes) <b>available</b>
Playing Field Development Fund	<b>7,261.21</b>	(Ear-marked) (Some Ring Fenced for Bowls Club), <b>leaving 6,451.21 Bal.</b>
Resource Centre Development Fund	0.00	
Development Fund	<b>6,459.23</b>	
Cemetery Fund	42,578.73	(Ring Fenced for Cemetery)
Bus Shelter Fund	0.00	
Harold Phillips Legacy	<b>8,000.00</b>	(Interest Ring Fenced for Playing Field). <b>Capital remains in perpetuity</b>
Computer Replacement Fund	1,612.50	(Ring Fenced for Computer/Printer)
Pavilion Maintenance Fund	4,532.22	(Ring Fenced for Pavilion)
Play Equipment Replacement	2,000.00	(Ring Fenced for Play Equipment Replacement)
Clerk's Gratuity	<b>1,994.40</b>	<b>This Fund is for the sole purpose of providing a Gratuity for the Clerk</b>
War Stock	<u>0.00</u>	(Interest Ring Fenced for Playing Field). <b>Capital remains in perpetuity</b>
<b>Total Reserves</b>	<u><u>87,786.95</u></u>	

<b>Total of Ear-marked Reserves</b>	<b>13,720.44</b>
<b>Total of Ring Fenced Reserves</b>	48,723.45
<b><u>UNALLOCATED BALANCE</u></b>	<b><u>4,116.02</u></b>

The Council also holds War Stock to the value of £2572 which is recorded in the Asset Register

General Reserve is neither Ear-marked nor Ring Fenced (Except Election Expenses)

although it is currently holding Earmarked reserves of £2,750 for Mill Lane, £1,050 for Fingerposts and £1,000 VWOC Money

**To finance budgeted expenditure**

**Appendix 4 to AGENDA ITEM 12.1**

**A copy of this document can be obtained from the Clerk**

## Appendix 5 to AGENDA ITEM 12.1

### ASSET REGISTER

**As at 31st March 2011, the following Assets were held by the Council**

Item No.	Description	Cost £	Year New	Write-off Years of Years	Asset Reg. Value at 31/03/11 £	Asset Reg. Value at 31/03/10 £	Estimated £ Replacement	Notes	
1	<b>Playing Field:</b>								
	Sports Field Pavilion				75,000	75,000	150,000	Insurance Value: £62,741	
	Playing Field: Bowls Pavilion				50,000 21,000	50,000 21,000	50,000	Insurance Value: £57,568	
2	<b>Stret Furniture:</b>								
	Notice Boards:								
	Institute			Written Off	20	20	400	Incorporated into Bus Shelter Nov 2006	
Longdowns			Written Off	50	50	400			
Spar Shop	300	2006	Written Off	100	100	400	Repaired 2006		
3	Bus Shelters	Longdowns	2,000	2006		2,000	2,000	3,000	Repaired 2006
		Longdowns	1,000	2008		1,000	1,000	1,000	Completed 2008
		Foundry Hill	8,500	2008		8,500	8,500	8,500	Completed 2008
		Crellow Lane/New Road	5,000	2007		5,000	5,000	12,000	Completed 2007
4	Playground Equipment	30,000	2000	10 of 10	3,000	3,000	35,000		
	Swings and Toddler Play	9,911	2006	5 of 10	4,956	5,947	10,000		
5	Public Conveniences Church Road				130,000	130,000	130,000	Acquired 01/04/06 Insurance Value: £132,300	
6	<b>Office Equipment:</b>								
	Laptop			Written Off	100	100	500	Acquired new in March 2004	
	Printer/Scanner/Copier	400	2008	Written Off	100	133	400	Acquired new in February 2008	
	Computer, Keyboard	499	2006	Written Off	100	100	500	Acquired New in Dec 2006	
	Computer Monitor	100	2009	2 of 3	33	67	100	Acquired New in Nov 2009	

	4 Drawer Filing Cabinet 2 Drawer Filing Cabinet				Written Off Written Off	50 30	50 30	115 90	Acquired new in March 2003
7	Chairman's Chain of Office		1,273	2002	N/A	1,500	1,500	1,700	
8	War Stock (Long Term Investment)		2,572		N/A	2,572	2,572		Added following Ext. Audit June 2009
Totals						305,111	306,169	404,105	

JV Calvert,  
Clerk 31st March 2011

## AGENDA ITEM 13.1

### LIST OF PLANNING APPLICATIONS

<u>Application No. and Applicant(s)</u>	<u>Address</u>	<u>Proposal</u>	<u>Date Received from Cornwall Council</u>	<u>Date Passed to Planning Portfolio Holder</u>	<u>Stithians Parish Council Recommendation</u>	<u>Date Returned to Cornwall Council</u>	<u>Date Decision Notification Received from Cornwall Council</u>	<u>Decision of Cornwall Council</u>	<u>Date of Cornwall Council's Decision</u>
PA11/00375 Mrs M Biscoe	The Doctor's House	Conversion of house into two flats	26/01/11	27/01/11	Support	16/02/11	23/03/11	Approved with conditions	21/03/11
PA11/00732 Mrs V Allaway	Struthal Farm, Herniss	Retention of Cafeteria Building after 3 years of temporary permission.	04/02/11	07/02/11	Invalid Application – Not considered	Observations submitted 18/02/11			
PA11/01138 Mr CJ Thomas	Land at West Trevales Farm	Temporary stationing of mobile home for agricultural worker	18/02/11	18/02/11	Support with Conditions	17/03/11	06/04/11	Temporary Approval (1 <sup>st</sup> April 2014)	06/04/11
PA11/00210 Mrs D Watson	Field 0048 Opposite Tremenneere Farm	Construction of Equestrian Building and Hardstanding	24/02/11	24/02/11	NOT SUPPORTED	17/03/11			
PA11/01366 Mr & Mrs C Ardagh	Penhalveor East	Conversion of Barn to Dwelling	28/02/11	28/02/11	Support Barn, not Turbine	17/03/11			
PA11/01335 Mr & Mrs A Poor	The Paddocks, Penhalvean	Change of use of piggery to beehive storage. Extension of piggery, conversion of	25/02/11	25/02/11	Support change of use but not extra building and to point out	17/03/11			

<u>Application No. and Applicant(s)</u>	<u>Address</u>	<u>Proposal</u>	<u>Date Received from Cornwall Council</u>	<u>Date Passed to Planning Portfolio Holder</u>	<u>Stithians Parish Council Recommendation</u>	<u>Date Returned to Cornwall Council</u>	<u>Date Decision Received from Cornwall Council</u>	<u>Decision of Cornwall Council</u>	<u>Date of Cornwall Council's Decision</u>
		<i>implement shed for office.</i>			<i>residential use.</i>				
<i>PA11/01263 Mr A Bostock</i>	<i>Polkanuggo Farm</i>	<i>Erection of Wind Turbine</i>	<i>11/03/11</i>	<i>11/03/11</i>					
<i>PA11/01857 Mr D MacKay</i>	<i>2 Crelow Fields</i>	<i>Construction of conservatory on rear elevation</i>	<i>21/03/11</i>	<i>21/03/11</i>					
<i>PA11/01685 Mr S Gluyas</i>	<i>Land at Pencoose Farm</i>	<i>Erection of temporary 40m high anemometer mast</i>	<i>21/03/11</i>	<i>21/03/11</i>					
<i>PA11/01931 Mr G Warrington</i>	<i>Trelewarne, Penhalvean</i>	<i>Change of use of agricultural land to domestic and erection of garage</i>	<i>24/03/11</i>	<i>24/03/11</i>					
<i>PA11/02270 Mr J Ward</i>	<i>Hillside, Tregonning Road</i>	<i>Construction of rear single storey extension &amp; associated works to incorporate replacement garage door with window</i>	<i>29/03/11</i>	<i>29/03/11</i>					
<i>PA11/08126 Mr M Hellier</i>	<i>The Coach House, Longdowns</i>	<i>Erection of log cabin</i>	<i>05/04/11</i>	<i>05/04/11</i>					

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## **AGENDA ITEM 13.3(a)**

### **PA11/01857 – 2 Crelow Fields, Stithians - Conservatory**

#### **Decision Required:**

To support or oppose.

#### **Recommendation:**

Support

#### **REPORT:**

Councillor P Tisdale and I visited 2 Crelow Fields and met with the applicants, Mr and Mrs Mackay on 14<sup>th</sup> April 2011.

The application is for the construction of a conservatory circa 3.5m X 3.5m to the rear of No 2 Crelow Fields. The house stands on the corner of Crelow Fields and a cul-de-sac with the front of the house is in Crelow Fields whilst the side of the house runs directly adjacent to the pavement leading to the cul-de-sac. Due to slope of the land/road the rear of the house is some 1m above the footpath hence the floor level of the proposed conservatory will run from circa 1m to circa 1.8m above the footpath. In order to overcome this the applicant intends to build the side of the conservatory in solid block work and render to match the existing exterior of the house. The remainder of the conservatory would be constructed from framework and glass.

Whilst the conservatory will be at some height above the road it does not appear to directly overlook the adjacent houses.

I can see there are few grounds to oppose the construction of the conservatory, however I noted that there are no other conservatories in the area and I am not able to confirm that there no restrictions relating to development of the area.

**Cllr R Nicholls**  
**14<sup>th</sup> April 2011**

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## **AGENDA ITEM 13.3(b)**

### **PA11/01685 - Mr S Gluyas - Erection of a temporary 40m high anemometer mast - Land at Pencoose Farm, Trebost Lane.**

#### **Decision Required:**

To support or oppose.

#### **Recommendation:**

Support with conditions

#### **REPORT:**

Councillor Nicholls and I visited the site on 14<sup>th</sup> April and met with Mr P Gluyas.

The application is for the temporary siting of an anemometer mast to check the levels of wind in order to see if it is viable to operate a wind turbine on the site.

We could see no planning reason why this could not be supported. However, this does not imply that Stithians Parish Council would or would not support any future application for a turbine on this site.

We would request that the anemometer is removed from the site after the 18 month period has expired as per the application.

We are also aware that there have been several letters of opposition from local residents.

**Cllr P Tisdale**  
**14<sup>th</sup> April 2011**

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### **AGENDA ITEM 13.3(c)**

**PA11/01931 – Change of use of agricultural land to form domestic garden and construction of garage – Trelewarne, Penhalvean.**

**Decision Required:**

To support or oppose.

**Recommendation:**

Support with conditions

**REPORT:**

This application replaces the previous one, PA11/00929 which was supported by Stithians PC at our February meeting. Councillor Nicholls and I visited the site on Sunday 13<sup>th</sup> February and met with Mr Warrington. That application was withdrawn as the plot required change of use from agricultural land. The area of land is already owned by the applicant and no longer forms part of the original field, so is now of little use as agricultural land due to its small area.

The previous report to councillors was as follows:

*'The application is for the construction of a single storey garage to the right of and some 15m away from the existing property. The proposed garage is large in size, circa 11m X 6m with two large doors with the object of housing three cars. The drawings, although not stated, would indicate that the garage be constructed from concrete block finished to match the existing property with a tile/slate roof. The proposed garage, although at 90° to and some 10m back from the road, will still be visible although there is some shielding by an existing hedge and trees.*

*In view of the size of the garage I believe that it has the potential for alternative use in future, hence whilst I propose we support the application I also propose that we should apply a condition to the application restricting its use as a garage only and that it is tied to the main property.'*

As can be seen from the current application, the applicant has also reduced the size of the garage to 9m x 6.0 m x 4 m high.

In view of the above comments and the Parish Councils previous decision, I recommend we support the application with the previous conditions.

**Cllr P Tisdale**  
**13<sup>th</sup> April 2011**

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### **AGENDA ITEM 13.3(d)**

#### **PA11/02270 – Hillside, Tregonning Road, Stithians – Single Storey extension and Garage Conversion**

##### **Decision Required:**

To support or oppose.

##### **Recommendation:**

Support

##### **REPORT:**

Councillor P Tisdale and I visited Hillside, Tregonning Road and met with the applicants, Mr and Mrs Hughes on 14<sup>th</sup> April 2011.

Hillside is a relatively small detached bungalow set back from Tregonning Road. The application is for the construction of a single storey extension to the rear of the bungalow, in addition the plan is to convert the existing garage into a living area. The objective is to provide an additional en suite bedroom, living area and enlarged kitchen/dining area. The design shows that the extension will contain a mixture of pitched and flat roof in keeping with the rest of the bungalow.

There is reasonably large garden to the rear and side of the bungalow and the modest extension is unlikely to be visible from the road. Furthermore the applicants claim that they have informed their neighbours who have no objection to the extension.

I was advised by the applicants that the additional area is to be used by members of their family who are unable to afford their own accommodation.

I see no reason for the SPC to object to the extension and recommend we support the application.

**Cllr R Nicholls**  
**14<sup>th</sup> April 2011**

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## **AGENDA ITEM 13.3(e)**

### **PA1/08126 – Retrospective planning for a 'log cabin' at The Coach House, Longdowns**

#### **Decision Required:**

To support or oppose.

#### **Recommendation:**

Support with conditions

#### **REPORT:**

Councillor R Nicholls and I visited the Coach House on 15<sup>th</sup> April where we met with Mrs Hellier who showed us the existing building.

The Coach House is situated in Longdowns just off the A394 Helston/Falmouth Road.

The wooden cabin is visible from the road. It is situated in the garden at the rear of the property near the back boundary. The building is 7 m by 4 m and is presently used as a study and music area. There is no provision for sleeping accommodation but there is a small toilet area.

There have been complaints about the noise of the drums situated in the building and the applicant was surprised that they had not been approached by neighbours as the drum kit is electronic and can be played silently using earphones. Now they are aware of the problem the drums will be played silently in future.

With the noise problem sorted, we would support the application with the condition that it remains a building for recreational purposes and is not used for accommodation.

**Cllr V Kavanagh**  
**17<sup>th</sup> April 2011**

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## **AGENDA ITEM 13.5**

### **Clerk's Report for Meeting to be held on 19<sup>th</sup> April 2011**

#### **ENFORCEMENT**

#### **Decision Required:**

1. That this report be accepted and its content noted.
2. To take whatever further action Members consider necessary in the light of the content of the report and any other information received.

Report:

Progress, or lack of it, as the case may be, is reported below.

*The Paddocks, Penhalvean (GR/EN09/00218):*

At the time of writing this report, no decision on the planning application (PA11/01335) for change of use had been made by Cornwall Council. I reported to the March meeting that information had been forwarded to Cornwall Council regarding the use of the caravan and that an officer was due to visit the site. That visit has taken place following which I was informed as follows:

*The site has now been visited. The access is an existing access and can be clearly seen on aerial photographs and therefore does not represent a breach of planning control. Behind this access a screen fence has been erected, however, as this is not in excess of 2m in height it constitutes permitted development under Class A to Part 2 to Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995, (as amended)*

*Finally although the caravan is partially screened from the road, it is evident that it is not in regular use due to the growth of non-trodden grass up to the door. Although blinds have been placed over the windows I was able to ascertain that there were no seat covers or mattresses where the sleeping accommodation is and that it appears to be used for storage purposes incidentally to the use of the land for agricultural purposes.*

*As such I have closed my file on the matter.*

These, however, are not the only issues and your Chairman has been in correspondence with the Case Officer and will report further to your meeting.

The Case Officer also ascertained on one of his visits that the owners were no longer living in the implement shed but had moved into the caravan. If they are not in the caravan, where are they living?

*Higher Nanpean Farm (CS/JH/EN08/00069):*

Further to my report to the March meeting, I was told that I would be kept updated as Cornwall Council progress through each stage of the procedure.

Cllr Plummer was informed on 14<sup>th</sup> March that the file was sent over to Legal on 22<sup>nd</sup> February 2011. The Case Officer had returned from leave at that time and had not heard anything. She was to contact legal for an update and a further request that this matter be dealt with urgently. I'm afraid Cornwall Council's idea of urgent is somewhat at variance to mine and I have once again requested that the matter be addressed ASAP – the length of time this complaint has been on-going is ridiculous! The replies I received from the various recipients basically lays the blame for the length of time it is taking with the Legal Department – no surprise there then when the two people named are ex-Kerrier and are presumably still as overworked now as they were in the good old days! Legal have told me that it is hoped that a decision on how to proceed will have been made by 21<sup>st</sup> April. My breath is bated but not held!

*Carncrees Farm (CS/EN08/00396):*

As previously stated, although this particular matter was closed, I left it in the report as Cornwall Council are, they say, informally monitoring the situation. Indeed, they have visited the site and the caravan remained but with no evidence of occupancy until recently, it seems, as the matter of the stationing of a residential caravan has appeared in the weekly list of enforcement cases with reference EN11/00670. At present, I have no knowledge other than that.

*Kennall Mill (GR/EN10/03560):*

I reported to February meeting that the Case Officer had visited the site and found that the owners were away. He had spoken to the daughter who had informed him that the roof had been dismantled because it was allegedly rotten and that the wall containing the letterbox

had been temporarily capped to prevent water ingress and to ensure no further deterioration of the building occurs. He has requested a further site meeting when the owners return.

I reported to the March meeting as follows:

Cornwall Council's Conservation Officer and the Enforcement Case Officer visited Kennall Vale Mill on 10<sup>th</sup> March and had the opportunity of discussing matters with the owners who informed them that the roof of the outbuilding was removed some time ago when it became unsafe and began to collapse. The slates were recovered and stored on the site, but the timbers were not recoverable. The remaining walls have been temporarily capped to prevent water ingress and any further deterioration. Should Cornwall Council have served an Urgent Works Notice, their requirements would have been the same as that which have already taken place. As such they do not consider any further Enforcement action appropriate at this time. The owners have advised the Conservation Officer that they intend to carry out works to renovate and secure the site further and intend to submit applications for the works they intend to carry out in the near future once they have secured an available planning agent.

I have heard nothing further.

*Four Acres, Carn - Mr J Burton (KAS/EN10/00097):*

The situation remains as previously reported:

I am informed that Mr Burton has been occupying these premises constantly since 7<sup>th</sup> November and informed Kirsty Smith of this fact. The situation at the end of January was that Enforcement Officers, having made several unsuccessful attempts, were trying to meet Mr Burton to discuss matters.

I did, however, request an update on 13<sup>th</sup> April.

*Penhalvean Pottery (GR/EN10/04107):*

The situation remains as previously reported:

As I stated at the January meeting, the use of the caravan site is permitted development but the use of the buildings is subject to further investigation. I reported the following to the January meeting:

*Concerning the containers at Penhalvean Pottery, I do not consider that these have gained immunity and were in the past used incidentally to the main use of the land, the pottery. This use has now ceased and I have requested the owner's intentions regarding the matter together with questions concerning the overall use of the land. It is likely that a planning permission will be requested for a change of use. Should this be granted it is possible that the containers would once again become an incidental use. Again I shall endeavour to keep you informed on progress of the case.*

I reported to the March meeting that an officer was to visit the site and, having heard nothing, I sent a reminder on 13<sup>th</sup> April which elicited the following reply:

*The site has been visited recently and matters discussed with the owner and his planning agent. The water plant has ceased operation and the buildings are now being used for storage of domestic items and the owner's private classic cars. I have advised that as there is a condition attached to the Planning Inspector's decision letter granting the industrial use that restricts any further use, a planning application will be required for its current purposes. As the level of activity seems to be less than the previous use I have advised that this may be acceptable, subject to an application being submitted. I am currently waiting for such, but once it is received you will be notified in the normal way.*

I was informed on 14<sup>th</sup> April that an application had been received but was incomplete.

*The Old Coach House, Longdowns (GR/EN11/00086):*

The long-awaited planning application was submitted and will have been debated earlier in the agenda.

Hatchintan:

I reported to the March meeting that I had received reports that a touring caravan had appeared on this site but was not occupied. Having discussed the matter with the Enforcement Officer, who had advised that planning permission was required, it had been agreed to wait a couple of weeks and if it had not been removed, further action would be considered.

I shall be pleased to receive Members' further instructions on this matter at your meeting.

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Any further information concerning the above received after the publication of this report will be reported verbally to your meeting.

**JV Calvert,  
Clerk  
13<sup>th</sup> April 2011**

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## **AGENDA ITEM 13.6**

### **Clerk's Report for Meeting to be held on 19<sup>th</sup> April 2011**

#### **Decision Required:**

That this report be accepted and its content noted.

#### Report:

#### **13.6 LICENSING:**

Having checked Cornwall Council's website, there are no current applications affecting Stithians.

For Members' information, the link is:

[www.cornwall.gov.uk/default.aspx?page=21173](http://www.cornwall.gov.uk/default.aspx?page=21173)

#### **13.3.1. Stithians Showground:**

I previously reported that Yvonne Toms had provided the following reply:

*Snail's pace would be a good description. We don't meet very often and then think of other things to include. Working on it. Slow at the moment as I am laid up after foot op. Looking forward to running around again soon.*

She informed Kevin Twigger on 7<sup>th</sup> April that she had been speaking to the solicitor that morning. I suppose this constitutes some sort of progress!

**JV Calvert,  
Clerk**

**13<sup>th</sup> April 2011**

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## **AGENDA ITEM 14**

### **CLERK'S REPORT FOR MEETING TO BE HELD ON 19<sup>th</sup> APRIL 2011**

#### **PROVISION OF ADDITIONAL CEMETERY SPACE**

## **DECISION REQUIRED:**

**To note and approve the content of this report.**

## **REPORT:**

The Working Party met on 25th March when the main item discussed was the layout. It was recommended that there should be areas set aside for the scattering of ashes, burial of cremated remains, children's graves and green burials in addition to the "normal" graves. As Members had been broadly in favour of the semi-circular car parking arrangement, I was tasked with producing a layout radiating from the semi-circle and incorporating these discrete areas.

Unfortunately, because of the financial year end and the necessity to prepare information for the auditor, coupled with the fact that I have been dogged with computer problems, I have been unable to produce a drawing for presentation to your meeting. I hope to be able to do so at the May meeting and possibly to a Working Party meeting before that.

JV Calvert,  
Clerk

13<sup>th</sup> April 2011

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## **AGENDA ITEM 15.1**

### **FOOTPATHS, HIGHWAYS AND ENVIRONMENT REPORT To the April Meeting of the Council.**

#### **Decision Required:**

- 1. To accept the report and note its contents.**
- 2. To decide on re-opening the disabled toilet only.**

#### **REPORT:**

I reported at the last meeting that the CC patching programme was underway and that Church Road would be started on the 16<sup>th</sup> March. This did not happen and the work did not start until the end of the month. As a result only part of the work at Tregolls, between the junctions at Penhalvean and Church Road were completed by the end of the financial year. The standard of work showed obvious signs of lack of supervision, particularly at Church Road, though the work at Penhalvean was done by machine and is satisfactory. We lost out on patching at Tubbon Hill, from the showground to junction with Laity Road and other smaller areas, which had been marked out for inclusion in the 2010 programme. Meanwhile these areas continue to deteriorate with added danger to cyclists.

Additionally the drainage at Tregolls has not been started and there is a build-up of detritus along the channels, so much for the urgency placed on this problem.

Despite the fine weather, there is no sign of any roadmarking being carried out and I assume we will have to remind the Highways Department of our needs.

I have spoken with Andy Bartle and left messages for him on his mobile, to arrange an inspection meeting to discuss our problem areas from a highway viewpoint, to date I have had no success.

The closure of the toilets has resulted in only one response from the public to me personally. A member of the Church congregation regularly has to use the toilets as there are none at the Church, although a faculty is being obtained for when funds are available to provide the facility. The disabled toilet is not in a good condition, otherwise we could provide a RADAR key for the lady. At the moment she is not able to attend Church and it would be appreciated both by her and two other members of the congregation, who have not complained but use the toilets regularly. *Clerk's Note: RADAR Keys currently cost £3 from Cornwall Council.*

I propose to carry out a full footpath inspection over the next two months and will report my findings.

Litter is still a problem in isolated areas but, on the whole, it seems that Michael is carrying out his duties satisfactorily. There is no evidence that the present bin size is insufficient and I have not received any requests for additional ones. The main problem area is outside the Spar Shop where there is a large bin provided by the shop, who also pay for its emptying as trade refuse. Unfortunately the eyesight of many of the younger population seems to be failing as their litter goes anywhere but in the bin. Evidence of this can be seen mornings and afternoons before and after the school buses.

**E.C. Vincent**  
**06 April 2011.**

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## **AGENDA ITEM 15.2**

### **Clerk's Report for Meeting to be Held on 19<sup>th</sup> April 2011**

#### **TOILETS**

##### **SUMMARY OF DECISIONS REQUIRED (Details in Report):**

- 1. To decide whether or not to reopen the toilets on a limited basis.**
- 2. To make an "on account" payment to SWW of £50 pending the outcome of the Leak Allowance Claim.**
- 3. To pay SWW the sum of £60 (inc. VAT) per annum for three years for monthly water meter readings at the toilets and to authorise the first payment at the meeting.**

##### **REPORT:**

Members will have just considered Cllr Vincent's report which recommended the re-opening of the disabled toilet and I assume that a decision will have been made in this regard.

Additionally, however, I feel that Members ought to consider whether or not to open the other toilets either for the summer period when there will be more people about, or at least for the occasions when events such as the Royal Wedding celebration and the Church Fayre are taking place.

I also need to bring to Members' attention the fact that towards the end of March I received notification from South West Water that a direct debit payment of £992.36 was due to be taken on 1<sup>st</sup> April. I checked the meter reading and found it to be correct. Obviously, there was a leak! Bills are issued quarterly and the previous one was estimated so the leak probably developed during the cold spell and had gone undetected. Fortunately, the supply was turned off when the toilets were closed otherwise the bill could have been considerably more.

I have been in contact with SWW and the direct debit has been cancelled so at present the invoice remains unpaid. I am hoping that by the date of your meeting, the leak will have been repaired, after which I have to complete the necessary forms to claim a "leak allowance" which will considerably reduce the bill. In the meantime, they have requested an "on account" payment of £50.

One of the consequences of all this, however, is that the PC must agree to either install leak detection equipment or pay SWW £60 per annum (inc. VAT) for three years for monthly meter readings to be taken by SWW. Having discussed the matter with SWW, the cheaper option is to sign up for the monthly readings.

I shall report any further progress on the matter to your meeting.

**JV Calvert**  
**Clerk**  
**7<sup>th</sup> April 2011**

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## **AGENDA ITEMS 16.1 – 16.4**

### **Clerk's Reports for Meeting to be held on 19<sup>th</sup> April 2011**

#### **PLAYING FIELD PORTFOLIO**

##### **Decisions Required:**

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 note information provided relating to the Youth Shelter.
3. To note information provided relating to the use of the Playing Field in connection with the Royal Wedding Celebration on 29<sup>th</sup> April.

##### **Reports:**

##### ***16.1 Playing Field Meeting:***

Neither Cllr Potter nor Cllr Miss Tisdale was available to attend the meeting with the Playing Field Caretaker scheduled for 12<sup>th</sup> April and therefore the meeting was cancelled. The annual inspection took place on 5<sup>th</sup> April and the report is now to hand and will be considered at the next meeting on 10<sup>th</sup> May.

*16.2 Rugby Club:*

Cllr Vincent has provided a separate report following his meeting with the Rugby Club.

*16.3 Youth Shelter:*

I have heard nothing further from Andy Huddleston on this matter. I hope he will be present at the meeting to give an update.

*16.4 Use of Playing Field for the Royal Wedding Celebration:*

Following the last meeting, I issued consent for the use of the Playing Field and have now received a copy of the relevant insurance. I have also given consent for degradable sprayed lines to mark lanes for races.

**JV Calvert,  
Clerk  
13<sup>th</sup> April 2011**

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## **AGENDA ITEM 16.2**

### **REPORT OF MEETING WITH STITHIANS RFC – 21.03.11 FOR THE APRIL MEETING 2011.**

#### **Decisions required:**

- 1. To accept the report and note its content.**
- 2. To agree to meeting 50% of Asbestos survey costs, (max. £50).**
- 3. (Addendum) To consider a request to be facilitator for VAT.**

I attended a meeting with David Aynsley of the Club together with the Architect, Roger Hocking and John Grindle, RFU Development Funding Officer, on Monday 21 March 2011.

The object of the meeting from 'e' mails from the Club's secretary, Norman Garlick, seemed to be about problems with asbestos in the pavilion; however, as is obvious from the attendees, it was about funding for the club's re-building of the pavilion.

A copy of their proposal is available for inspection but this will not be the final plan as the RFU require set dimensions for changing rooms, details were given to the architect and John has promised to 'e' mail me a copy for our perusal. He didn't blink at the projected estimate of £400-£500K from the architect but he went to great lengths to point out that any funding from the RFU or Sport England would be dependent on satisfying the criteria laid down. The main points being that a business plan must be submitted with full details of the proposal together with how the finished building would be funded and maintained, the second and most important point is that funding will only be available if other sports and all ages are catered for in the finished project. In other words, it cannot be just for the rugby club and particular emphasis is always placed on facilities for young people. Provided these points were met in the opinion of the funders, then there would be

little problem in obtaining the grants. John stressed that the 99 year lease must be in place before the business plan can be submitted.

At the end of the meeting I asked the architect why he was placing such stress on an asbestos survey in his communication with the club secretary. He said he thought it would be necessary before any work could be started. I pointed out that the Regs. referred to were 2006, not 2002, although the wording was almost the same. Under the Regs. the Parish Council were dutyholders, as landlords, together with the club as lessees and I was prepared to recommend to the Council that it would meet 50% of the survey costs up to a maximum of £50.00. This figure I based on current charges for such a survey in the marketplace from £85 to £100. I further pointed out that any work involved in the removal of asbestos material would form part of the proposed clubhouse project and, therefore, would be the responsibility of the club, as Client, and their contractors to carry out as part of the contract under the CDM Regs. 2007.

The Parish Council would have no obligation for such removal and disposal of any asbestos material.

**E.C. Vincent,  
22.03.2011**

### **Addendum.**

David Aynsley has subsequently attended a training session for fund raising given by the RFU on Monday evening at Redruth RFC, where it was suggested that, in many instances, local councils were prepared to be facilitators and allow payments through them so that VAT could be avoided. In this case it would mean up to £100,000 less funding required by the rugby club and David asks if the Parish Council would consider the suggestion. As I understand it the architect would submit progress claims, via the Council, to the RFU who would then pay the suppliers or contractors direct. I do not have sufficient accountancy knowledge to recommend it and therefore leave it open for discussion.

**E.C. Vincent,  
24.03.2011**

#### Clerk's Note (13<sup>th</sup> April):

*This is along the same lines as the facility offered to the Bowling Club and the Snooker Club but the supplier could not be paid direct - the invoice would have to be made out to and paid by the Parish Council with the RFC reimbursing the Parish Council with the net amount of the invoice and the PC reclaiming the VAT as has been done with the above organisations. I cannot accept Dave Aynsley's suggestion to Cllr Vincent that it would mean no extra work - it most certainly would!*

*These two are small beer, however, compared to what the RFC is asking and I have to advise that I am not happy to let the PC enter into such an arrangement bearing in mind the sums involved. It would only take a slight hiccup in the funding stream to wipe out all our reserves. It would also take our income to over £200,000 in the year and therefore incur increased audit fees along with a more comprehensive audit and the associated extra work. I can only assume that by local authorities who have afforded this facility, they mean district or county councils and possibly larger town councils where such figures would not have such a great impact.*

Furthermore, I am not convinced that this "loophole" is still open as I recall seeing a document recently advising against this but unfortunately can't locate it. I shall endeavour to do so prior to the meeting. This aside, however, the effect on the audit and the extra work is enough reason in my opinion to recommend that we do not go down this route.

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## **AGENDA ITEM 19.2**

### **Village Hall Management Committee Meeting Thursday 14 April in the Village Hall**

#### **TO NOTE**

In addition to the usual matters of general management, the following was discussed:

With regard to joint publicity for village events the village hall business development group will approach the appropriate persons in the mining villages halls committees.

Judith Twigger asked that the Parish Council support the village hall request to the highway's department for a car park sign at the church corner.

The secure cage for the oil tank has been constructed by Roger Nicholls who then asked for 2 volunteers to put it in place. It is hoped to complete the installation on Sunday 17.

Interest has been shown by a number of users in the provision of lockable storage in the caretaker's room.

The Treasurer reported that the hall finances continued to be satisfactory but that the number of late payers and bad debts were increasing. It was felt that decisions about prepayment for hire etc could not be decided at the present meeting as there were a substantial number of apologies for absence and more time was needed for discussion than could be given to the matter in an normal committee meeting with all the other matters to discuss. The result of this was that an Extraordinary General Meeting would be called to give all committee members an opportunity to attend and have an input. The EGM will take place on Wednesday 16<sup>th</sup> May. *Clerk's Note: Should this be 18<sup>th</sup>?*

The next meeting of the VH committee will be on Monday 9<sup>th</sup> May.

**Cllr V Kavanagh**  
**17.04.11**

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## **AGENDA ITEM 19.3**

### **MINING VILLAGES GROUP REPORT TO THE APRIL 2011 MEETING OF THE COUNCIL**

#### **Decision Required:**

- 1. To accept the report and note its contents**

#### **REPORT:**

The bi-monthly meeting of the MVRG was held prior to the CNA meeting on Thursday 07 April at the Stithians Centre and I gave apologies for the Clerk and Chairman who were unable to attend.

There being no accounts for payment and no applications for funding, the balance stands at £5,539.89. In view of the lack of projects it was agreed to waive the funding requested from the parish councils. The cheque for £500.00 from Stithians has not been banked and will be returned as a result of this decision.

It was agreed to fund the web-site design for the Historic Churchyards Group provided the four parish councils contributed their portion of £250.00 each, the remainder of some £1,200.00 being met from the present balance.

Because of withdrawal of funding from the Government, the application for grant for the Mining Trails Project has been rejected with the suggestion that it may be possible to re-apply at the end of the year.

Lack of support has resulted in the MV Festivals Committee no longer meeting.

There was little of note to report from the parishes apart from Gwennap advising of a grant from Natural England of £6,500 per annum for stewardship of some 32 acres.

The next meeting will be probably at Portreath on the 02 June 2011 at 1315 hrs

**E.C. Vincent.**  
**12 April 2011**

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## **AGENDA ITEM 19.4**

### **HISTORIC CHURCHYARDS GROUP REPORT FOR THE APRIL MEETING OF THE COUNCIL**

#### **Decision Required:**

- 1. To accept the report.**
- 2. To make a contribution of £250.00 for the web-site design**

#### **REPORT:**

Following my report to the last meeting, I have now seen sight of the quotation from Streamline Web Design of St. Austell in the sum of £2,078. It seems that three quotes were obtained for the grant application for the Mining Trails Project, two of which were extortionate to the tune of five times that of Streamline. To save time the above quote was sought for the Churchyards web-site as a reasonable supplier.

The present site is of a bad American design and is corrupted with the loss of considerable data. The lost data is available electronically and Streamline is able to

input it into their proposed design. Their proposal will be available at the meeting and will be far more user friendly with a manual for all users.

There are also additional entries for Stithians which now total some 1737 detailed burials, memorials and dedications, which have been researched and compiled by Janet Ivey completely without charge. This is in addition to the internments inside the Church from 1710-1751 which Janet had placed on the web-site.

The amount of historic data for all four parishes must be vast if Stithians is anything to go by. To lose this information for the sake of a small contribution would be a disaster for all four parishes. In view of the return of the £500.00 from the MVRG, (see that report), I recommend that the Council make a contribution of £250.00 to the HCG.

It should also be note that the HCG treasurer is owed some £30+ being the difference between the last stated balance and the amount he has had to pay to recover the present site. This debt is being paid by the MVRG in their contribution to the project which will be in excess of £1100.00.

**E.C. Vincent**  
**12 April 2011.**

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## **AGENDA ITEM 20.1**

### **REPORT OF THE COMMUNITY NETWORK AREA MEETING TO THE APRIL MEETING OF THE COUNCIL**

#### **Decision Required:**

- 1. To accept the report and note its contents.**
- 2. To decide on any response to CC Procurement Policy.**
- 3. To agree pursuit of Active Partnering Agreements.**

#### **REPORT:**

Apologies were received from the Clerk and Chairman together with Councillor Kaczmarek CC and Councillor Bray, St. Day

Chris Bray gave a talk on the draft CC Procurement Policy with particular emphasis on Food. As background, he has been with the Council for 3 years and some 25 years with ECC and Imerys previously. There were three members of food companies and a representative of the PCT attending by invitation. It would appear that food is lumped along with stationery and toilets rolls and, despite assurances that local firms and produce were used where possible, the preference still seemed to be with a major external contract supplier, Compass Ltd. Ashley Woods is to make comment to Mark James and would like any comments we have to make forwarded to him. The document is available on line. (I have two copies for the meeting)

The meeting continued after the visitors left and, under matters arising, I requested a reply to my query about active partnering, particularly in respect of the grass cutting of the historic churchyard at Stithians. **MJ** said there had been no movement and Andy Mead was working on base needs only which would result in fewer cuts than last year. Seeing that only 50% of the contracted cuts were made in 2010, then we are likely to have a very overgrown churchyard for the many overseas visitors to view.

Some of the parishes have not yet responded to the draft Core Strategy and it was unlikely that anyone present would be able to attend the proposed meeting at Pool on the 19 April. I gave a copy of our reply to Mark James so he could use it at that meeting. He had a rough ride during his presentation as the statistics given were completely wrong, e.g. Gwennap accredited with 51 dwellings instead of 647 and Stithians with 624 instead of 853 as at the 2001 census, (it is now nearer 900). It also seems that Camborne – Redruth are very anti-development, so he will have a similar response at the next meeting.

The question of affordable housing requirements also highlighted differences from those stated to the parish plans data, (Lanner 24 not 57 and Gwennap 16 not 27). I asked that our comments be passed back at the highest level. Too often consultations were being sent out with little response time and obviously re-hashed from previous documents, this gives a very bad impression of the Unitary Authority's efficiency. Perhaps it would have been more appropriate for core policies to have been hammered out before the change of status.

The One-Stop Shop at Redruth was moving to the Library when lease details have been sorted out. No further details were available of any other library changes at present.

In view of the closure of some CC maintained public toilets, St Austell Brewery has said that all their public house toilets are available for use by the general public. *Clerk's Note: The Seven Stars is owned by St Austell Brewery, which is directly opposite the (currently closed) toilets!*

I have asked for Active Partnering to be the major item for the next meeting, especially as the CEO, Kevin Lavery, said it was the way forward at the budget meeting at County Hall last October and funding would be subject to negotiation. Also new Health Policies could be a subject for discussion.

The next meeting is on 02 June 2011, probably at Portreath.

**E.C. Vincent**  
**12 April 2011.**

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## **AGENDA ITEM 21**

**Clerk's Report for Meeting to be Held on  
19<sup>th</sup> April 2011**

## Correspondence Received

### **SUMMARY OF DECISIONS REQUIRED (Details in Report):**

- 1. To consider a request for a donation to Cruse Bereavement Care.**
- 2. To decide upon attendance at planning training to be provided by Cornwall Council.**
- 3. To note the new Code of Recommended Practice on Local Authority Publicity which came into force on 31<sup>st</sup> March 2011.**

### **REPORT:**

Since the last meeting, the following correspondence has been received:

<b>Date</b>	<b>Type</b>	<b>From</b>	<b>Subject</b>	<b>Action Taken/Requested</b>
Undated	Letter	Cruse Bereavement	Donation	See Section 1 of Report
7 <sup>th</sup> April	Letter	Cornwall Council	Planning Training	See Section 2 of Report
31 <sup>st</sup> Mar	Letter	DCLG	C of P - Publicity	See Section 3 of Report

1. Once again, Cruse Bereavement Care are asking for donations to fund the continuance of their services. Previously, Members have agreed a donation of £50, the last one being made last year.
2. I have received detail of planning training, details of which are included in Appendix 1 to this report and Members are requested to consider who should attend.
3. The Code of Recommended Practice on Local Authority Publicity has now been approved by both Houses of Parliament, and came into force on 31<sup>st</sup> March 2011. On the same date the codes of practice issued on 15<sup>th</sup> August 1988 (Department of the Environment circular 20/88) and 2<sup>nd</sup> April 2001 (Department of the Environment, Transport and the Regions circular 06/2001) were withdrawn in relation to local authorities in England.  
DCLG have issued the circular included as Appendix 2 to this report which annexes the code.

**JV Calvert**  
**Clerk**  
**14<sup>th</sup> April 2011**

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## **AGENDA ITEM 23**

### **Authorisation of Payments – April 2011**

Decision Required:

- 1. To approve payment of the sums shown in the report totalling £3,020.82 along with any sums in the additional report to be tabled at the meeting.**
- 2. To approve payment of any additional expenditure agreed by resolution during the meeting.**

**Report:**

The table below shows, as usual, invoices received since the last meeting as well as the usual monthly and other payments to be made. Figures in parentheses relate to the explanatory notes below the table.

**Invoices received between the date of circulation of this report and the date of the meeting will be reported at the meeting as appropriate in a report tabled at the meeting.**

Type	Date	Payee	For	VAT	Total Amount	See Note
Ch	19/04	Clerk	April Salary		1053.36	(1)
Ch	19/04	Clerk	March Expenses (Appendix 1)		52.91	(2)
Ch	19/04	HMRC	Clerk's Tax & NIC under PAYE		507.07	(3)
Ch	19/04	T M Services	Playing Field Caretaker – April		516.67	(4)
Ch	19/04	T M Services	Cemetery Maintenance – April		50.00	
Inv		T M Services	Lower Churchyard - April		60.00	(5)
Inv		Truro Computer Services	Replacement Hard Drive for Computer	11.21	67.25	(6)
Ch	19/04	M White	Toilet Cleaning – April		72.55	
Ch	19/04	M White	Litter Picking – April		118.32	
Ch	19/04	Mr EL Oppy	Wayleave – Longdowns Bus Shelter		1.00	
Inv	01/04	Cornwall Council	NNDR - Toilets		162.41	
Inv	14/03	Glebe Committee	Playing Field Lease 25/03 to 28/09		300.00	
DD	10/03	SWW	Water Supply – Playing Field		59.28	
TOTALS					£11.21	£3,020.82

**Notes:**

- 1. This is the Clerk's gross salary (£1,442.63) less the Income Tax and NI Contributions due from the Clerk under PAYE.**
- 2. It should be noted that this figure includes for miscellaneous, telephone and travelling expenses. A detailed breakdown is appended to this report (Appendix 1).**
- 3. This is payment to HMRC of the Clerk's Income Tax and the NICs from both the Clerk and the Parish Council as Employer. The actual amount due from the PC is £117.80.**
- 4. This is the monthly payment due under the new contract which commenced on 1<sup>st</sup> April.**
- 5. As Members are aware, this contract started on 1<sup>st</sup> April in the sum of £720 per annum for eight cuts. I have agreed, however, to pay Tyrone Martin, at his request, in monthly instalments rather than after each cut.**
- 6. As I informed Members at the end of March, my computer went on holiday at the same time as I did as it was running extremely slowly. I was told by Truro Computer Services that there were problems with the hard drive that were causing it to be slow and that I needed a new one. Furthermore, Windows XP would need to be reinstalled on the new drive. They further informed me that, because of the problems with the hard drive, it was not possible to retrieve the data. I wasn't too concerned at this as I had a backup. In the event, however, the backup did not include my contact list or e-mails from 2009 onwards – something of a catastrophe to say the least! I was not convinced, however, that the data was irretrievable as the computer was working perfectly OK other than the fact that it was painfully slow. Camborne Computers came to the rescue and copied everything across with no problem so I**

now have a larger hard drive and a computer exactly as it was before TCS got their hands on it and running as it should. The old hard drive remains in the machine as a backup. The point of all this detail is to explain why I am not advocating payment to TCS in full. I am far from satisfied with their service and shall be telling them so when I send them a cheque for the amount of their invoice less what I have paid Camborne Computers (£37.50 inc VAT). I shall be claiming the £37.50 through my expenses at your next meeting.

JV Calvert,  
Clerk

14<sup>th</sup> April 2011

### Appendix 1 to AGENDA ITEM 23

STITHIANS PARISH COUNCIL							
RECORD of CLERK'S EXPENSES - March 2011							
<u>Travelling</u>							
Date	From	To	Reason	Start	Finish	Miles	Cost £
8	Camborne	Stithians	Playing Field Meeting, Post Agendas	39914	39930	16	6.40
10	Camborne	Stithians	Solar Farm Consultation Meeting	39921	39934	13	5.20
25	Camborne	Stithians	Cemetery WP Meeting	40312	40322	10	4.00
30	Camborne	Wndron	Public Meeting re Eco-Village	40457	40473	16	6.40
Note: All are return journeys unless otherwise stated					<b>TOTAL</b>	55	<b>22.00</b>
<u>Miscellaneous</u>							
Date	Item			Cost	VAT	Total £	
20	AOL Broadband (February)			13.31		13.31	
* 21	Telephone			5.00		5.00	
16	Stamps			12.60		12.60	
					<b>TOTAL</b>	<b>30.91</b>	
<u>Telephone Calls</u>							
* Telephone Expenses are claimed at the rate of £5 per Month (Minute 31/11/04 refers)							
<b>SUMMARY</b>							
				Travelling	22.00		
				Miscellaneous	30.91		
				<b>TOTAL EXPENSES FOR MARCH</b>	<b>£52.91</b>		

## Addition to AGENDA ITEM 23

### **Additional Authorisation of Payments – April 2011**

#### **Decisions Required:**

**Members are requested to approve the additional payment shown in the table below in the sum of £445.16.**

#### **Report:**

Since the Agenda was circulated, the following invoice has been received:

Type	Date	Payee	For	VAT	Total Amount	See Note
Invoice	12 <sup>th</sup> Apr	JP Richards	Internal Audit		322.23	
Invoice	31 <sup>st</sup> Mar	LA Phillips	Litter Consumables	0.90	5.40	
Invoice	14 <sup>th</sup> Apr	TM Services	Toilets – Repair Leak		117.53	(1)
<b>Totals</b>				£	<b>£445.16</b>	

1. This is for the repair of the leak referred to in my report under Agenda Item 15.2.

**JV Calvert,  
Clerk  
19<sup>th</sup> April 2011**