



REPORTS FOR FEBRUARY 2011 MEETING

Item 7.1 – Police Report

Since your last police report for the meeting on the 18th January there have been four crimes reported in the parish. There was an assault as a result of a neighbourly dispute, there was a burglary at Herniss where a building in a disused quarry was entered and items taken, there was a common assault and a car was scratched in the village.

There have been several reports of inconsiderate driving and speeding on the A394 in the Longdowns area and the traffic department have been informed and will be paying more attention to the area.

There were no incidents of antisocial behaviour reported.

Item 10 - Clerk's Report re COMMUNITY STRUCTURE PLAN

Summary of Decisions Required (Details in report):

1. To note the content of this report and to decide upon delivery arrangements for the Questionnaires and envelopes.

Report:

I haven't received a report on this matter, but I believe that, following the last PC meeting, the Committee met to consider the amendments to the Questionnaire requested by the PC.

My understanding is that they were all accepted except the inclusion of over 18s in the full time education section and I received an amended copy from John Bell in pdf format, even though the Printer (and therefore I) had asked for it in Word format. I therefore had to laboriously amend the word version that I had, which resulted in a glaring omission that would have gone unnoticed but for the eagle eye of Cllr Nicholls.

I delivered it to the Printer on Monday 7th February and it will be ready for collection in no more than ten working days' time.

I have obtained 1,000 envelopes at a cost of £32 + VAT, although the invoice was not to hand at the time of writing this report.

I now need to know where I should deliver the printed questionnaires and envelopes.

JV Calvert,

Clerk

10th February 2011

Additional AGENDA ITEM 10

Stithians Structure Plan Report

For information

**There has been no meeting of the Structure Plan group since the last PC meeting
The questionnaire is now complete, together with the envelope labels is being printed.**

The list of houses in the parish arrived and is now with John and Diane Bell who are sorting it into deliverable groups and identifying those which will need to be posted.

A meeting is being arranged for next week.

Cllr V Kavanagh

10.2.11

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Item 11.1 Clerk's Report re Finance

Summary of Decisions Required:

- 1. To note the Parish Council's current financial position.**

Report:

11.1 Council's Current Financial Position:

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 8th February.

If Members have any queries on the accounts, I shall, of course, be pleased to address them at the meeting.

JV Calvert,

Clerk

8th February 2011

Appendix 1

FINANCIAL STATEMENT for 2010 - 2011

EXPENDITURE

Financial Position as at 8th February 2011

	Budget	Spend to Date	Current Balance
<u>Finance & Administration</u>			
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

Playing Field Maintenance

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

Playing Field Development Project

Public Works Loan Board

Repayments on £50k Total Loans 1 &

2	<u>3,679.94</u>	<u>3,679.90</u>	<u>0.04</u>
	3,679.94	3,679.90	0.04

Development Fund

2,000.00 Transferred to Development Reserve - See Below

Resource Centre Development Project

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) **62,068.42** **48,568.05** **3,200.37**

Other Expenditure

VAT

1,061.63

Expenditure from Reserves

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 Replacement Fund 0.00 2,000.00

Bus Shelter Fund 0.00 0.00

Computer Fund 0.00 1,612.50

OVERALL TOTAL EXPENDITURE **62,068.42** **53,216.00** **80,992.92**

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

<i>Computer Fund</i>	<u>0.00</u>
<i>TOTAL</i>	<u><u>1,061.63</u></u>

<i>VAT Income to Date:</i>	1,209.75
<i>VAT to be Claimed:</i>	0.00



Appendix 2

FINANCIAL STATEMENT for 2010 - 2011

INCOME

Financial Position as at 8th February 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	831.61
Dividend from War Stock	85.00	85.88
Bank Interest	500.00	559.08
TOTAL INCOME	57,329.30	65,377.74

Consider Raising Charges

Total Interest (War Stock + Bank

Int) = 644.96

Individual Breakdown:

Totals:

War Stock	Bank Int.	Tennis	CCC F'tpath	VAT Refund	Other	From MVRG
85.88	559.08	330.00	2,251.00	831.61	6,174.43	500.00

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)/interest/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			

Appendix 3

RECONCILIATION OF BALANCES

8th February 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>

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

Note: The above Balance of 91,902.97

includes the following Reserves:

General Reserve	13,348.66
Playing Field Development Fund	7,261.21
Resource Centre Development Fund	0.00
Development Fund	6,459.23
Cemetery Fund	42,578.73
Bus Shelter Fund	0.00
Harold Phillips Legacy	8,000.00
Computer Replacement Fund	1,612.50
Pavilion Maintenance Fund	4,532.22
Play Equipment Replacement	2,000.00
Clerk's Gratuity	1,994.40
War Stock	<u>0.00</u>
Total Reserves	<u><u>87,786.95</u></u>

(£1,500 Ring fenced for Election Expenses)(£4,800 Ring Fenced for Specific Purposes)
(Ear-marked) (Some Ring Fenced for Bowls Club), **leaving 6,451.21 available Bal.**

(Ring Fenced for Cemetery)

(Interest Ring Fenced for Playing Field). **Capital remains in perpetuity**

(Ring Fenced for Computer/Printer)

(Ring Fenced for Pavilion)

(Ring Fenced for Play Equipment Replacement))

This Fund is for the sole purpose of providing a Gratuity for the Clerk

(Interest Ring Fenced for Playing Field). **Capital remains in perpetuity**

Total of Ear-marked Reserves	13,720.44	General Reserve is neither Ear-marked nor Ring Fenced (Except Election Expenses)
Total of Ring Fenced Reserves	48,723.45	although it is currently holding Earmarked reserves of £2,750 for Mill Lane, £1,050 for Fingerposts and £1,000 VWOC Money
<u>UNALLOCATED BALANCE</u>	<u>4,116.02</u>	To finance budgeted expenditure

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

Item 12 – Planning list

<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>
PA08/01819/TPO Mr N Wilson-Holt	Kennall House Ghost Hill Ponsanooth	Proposed works to various trees	05/11/08	05/11/08	Support with Conditions	19/11/08	07/02/11	Approved with Conditions	31/01/11
PA10/08249 Mr R Cooper	Blue Hayes Pelean Cross	Construction of Two Storey Extension	14/12/10	14/12/10	Support	19/10/11	27/01/11	Approved with Conditions	26/01/11
PA11/00071 Cornovia Tree Services	Kennall House Ghost Hill Ponsanooth	Proposed works to various trees	07/01/11	07/01/11	Support	19/10/11			
PA10/08644 Mr A Norman	Crosspass Farm		19/01/11	25/01/11					
PA11/00375 Mrs M Biscoe	The Doctor's House	Conversion of house into two flats	26/01/11	27/01/11					
PA11/00732 Mrs V Allaway	Struthal Farm, Herniss	Retention of Cafeteria Building after 3 years of temporary permission.	04/02/11						

Item 12.3(a)

PA10/08644 – ‘Crosspost Farm’ – Retrospective Planning Application for the Construction of a Temporary Workshop for Hobby Use

Decision Required:

To support or oppose.

Recommendation:

Support with conditions

REPORT:

Councillor P Tisdale and I visited Crosspost Farm on 12th February where we met with Mr Norman the applicant wishing to build/continue to use a temporary workshop. This application is retrospective as a result of a visit by a CC Enforcement Officer who was in the belief that this workshop was being used for commercial reasons.

Crosspost Farm is an old established, now redundant, farm with a number of granite outbuildings. Adjacent to the outbuildings is a large newly constructed steel framed building some 12.5m X 9.5m, clad with corrugated sheet metal. It is claimed that this workshop is standing on the site of a previous building and is used by Mr Norman in the pursuance of his hobby, restoring old American Vehicles. This was verified by Councillor Tisdale and myself as we allowed to enter the workshop were we able observe two vehicles that were in various stages of restoration.

The applicant is to seeking to use/construct the workshop as a temporary building for the sole purpose of pursuing his hobby. He is currently renting the property and envisages taking the building with him we he vacates the property.

The farm is accessed via a private drive circa 500m and is not clearly visible from the road in addition it is surrounded by trees; hence the workshop is not visible to the public in general.

I recommend we support the application for a temporary workshop/building with a limit of 5 years and a restriction that it is not to be used for commercial purposes

Clr R Nicholls
13th Feb 2011



Item 12.3(b)

PA11/00375 – Mrs M Biscoe – Conversion of House to two Flats – The Doctor’s House, Stithians.

Decision Required:

To support or oppose.

Recommendation:

Support

REPORT:

Councillor Kavanagh and I visited the site on 4th February, where we met the applicant Mrs M Biscoe. The Parish Council had previously looked at the application at the pre-application stage. We had 2 concerns prior to our visit; that the door to the upstairs flat opened immediately into the vehicle access and provision of an emergency escape from the upstairs flat.

The door to the upstairs flat is to be recessed, providing the occupant with ample refuge to check for a passing vehicle and the first floor flat has a gate in the patio balustrade which would provide an emergency escape to the garden, so these 2 concerns were satisfied.

The alterations are to be carried out in such a way that the house can be returned to a single dwelling if desired in the future.

We believe that the Parish Council should support the application as it will allow another residential unit to be available within the Parish, without making any extra demand on land and without increase to the footprint of the existing property.

Cllrs. Tisdale and Kavanagh

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Item 12.3(c)

PA11 /00732 - Mrs Vivian Allaway - Retention of cafeteria building after initial 3 years of temporary permission - Struthal Farm, Herniss.

For Information only:

Following a conversation with the Planning Officer, I have been informed that this application has not yet been validated by the Planning Department.

The reasons being that much of the required information has not been supplied and there are also other issues concerned with the site that are currently under investigation.

Cllr. P.Tisdale

Item 12.4(a)

PA11/00420 – Mr K Patel – Retrospective application for installation of Domestic Heating Oil Tank – Premier Forecourts, Longdowns.

Decision Required:

To support or oppose.

Recommendation:

Support – subject to recommendations.

REPORT:

Councillor Nicholls and I visited the site on 11th February, where we met the applicant Mr K Patel. The Parish Council had previously reported to the Enforcement Officer, who had visited the site and informed Mr Patel that Planning Permission was required for the installation. Mr Patel had been unaware of this, thinking that the builder had included this in previous applications.

Our main concerns were that the tank is located on the forecourt, and as such could easily be hit by a vehicle. Although double skinned, the tank is built on two plinths constructed of blocks, and if knocked over the supply line could rupture and create a spillage that could potentially run into the drainage system, as there is no form of bund to trap any spillage.

We suggested to Mr Patel that it would be beneficial if some kind of barrier, such as 'Armco', were built around the base to stop accidental impacts with the tank, and that it may also be of benefit to him to put some form of fencing, which would not only lessen the visual impact, but help prevent theft of the oil itself. Mr Patel considered this to be a useful observation.

On this basis, we recommend that the Council supports the application.

Cllrs. Tisdale and Nicholls

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Item 12.4(b)

PA11/00929 – 'Trelewarne, Penhalvean' – New Garage

Decision Required:

To support or oppose.

Recommendation:

Support with conditions

REPORT:

Councillor Tisdale and I visited Trelewarne at Penhalvean on Sunday 13th February where we met with Mr Warrington the applicant wishing to build a new garage.

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 order to accommodate the new garage it would appear that the owner has purchased additional land so also included in the application is the construction of a Cornish style wall boundary wall to encompass the rear of the new additional area/garden.

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.

Clr R Nicholls
13th Feb 2011

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Item 12.5

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.

Report:

Progress, or lack of it, is reported below.

The Paddocks, Penhalvean (EH/EN09/00218):

I reported to the January meeting that David Chough, Principal Planning Officer (West) at Cornwall Council, was due to meet Mr Ken Hobbs of Higher Trelusback on Wednesday 19th January in order for Mr Hobbs to inform him of the situation as he sees it. This meeting took place, following which Mr Hobbs advised me as follows:

I briefed David on my concerns with regards to the many planning applications which had been submitted by Mr. & Mrs. Poor, and queried why conditions which were placed on the applications were not being enforced, David informed me that there was little they could do if the building were being used for agricultural use!!, I am not sure whether keeping horses or bees is classified as agricultural use? On the subject of the occupancy of the hay loft/piggery, again I found the answers a little disconcerting, if the occupancy continues for another year they will have achieved their aim and be allowed to apply for a residential certificate of lawful occupancy or some such authority. I am bewildered on the lack of action that has been taken by the County/Kerrier planning authority before now. David has now assured me that he will visit the site and fully investigate my queries, but to me time is running out and it feels I am banging me head against a brick wall, I do not know what action I should take next, if any.

I suggested that he contact Cllr Neil Plummer. I'll give David sufficient time to visit before pressing him again.

In the meantime, Cllr Mrs Kippax has contacted me to say that a residential caravan has arrived on the site. I passed the information to David Chough who advised me on 31st January that he would forward it to Glen Reed who is the dealing with the case stating that they would investigate and advise in due course. I trust that he still intends to visit rather than delegate it, but we shall see.

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

I expressed my concern at the last meeting that it seemed that things are once again stagnating, despite Cllr Plummer being involved, the case having been passed to yet another officer, Jackie McGowan. I was able to report a response from her at the January meeting to the effect that she does appreciate our frustration and having spent days going through the case she is frustrated herself that they should be at this stage. She went on to say:

I trust you will appreciate that I have to follow all procedures to protect the Council's position especially if we end up in Court but please be assured that the case will not be put back in a cupboard - it will progress, albeit slightly slower than any one of us would like. There are many more cases of a similar nature that need dealing with. Hopefully I should have further news for you soon.

She also informed me that filming is due to take place in February and that she would be monitoring the site to assess the full impact.

Carncrees Farm (CS/EN08/00396):

This matter remains as reported to the May meeting:

Although this particular matter is closed, as I have previously stated, I shall leave it in the report as Cornwall Council are, they say, informally monitoring the situation. Indeed, as I reported to the April meeting, they have visited the site and the caravan remains but with no evidence of occupancy. CC wish to be informed if this changes. I reported verbally to your July meeting that, should the LPA become aware of any breach of planning control then the matter will be investigated in accordance with the prevailing procedures.

Static Caravan on Land opposite Tremenhere Farm (KAS/EN0900402):

I am informed that the caravan has at long last been removed.

Kennall Mill (GR/EN10/03560):

I reported to the January meeting that, due to illness, officers from Conservation and Enforcement did not visit on 11th January. The latest information I have is that the meeting is to be rescheduled. I shall report anything further at your meeting

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

I am informed that Mr Burton has been occupying these premises constantly since 7th 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.

Penhalvean Pottery (GR/EN10/04107):

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.

Café – Struthal Farm, Herniss (KAS/EN10/04332):

I reported to the January meeting that the owner was making an application to retain the cafeteria building. A new application for retention of this building has now been received (PA11/000732) and in view of this the file has been closed.

Erection of Buildings at Struthal Farm, Herniss (KAS/EN10/4595):

I also reported to the January meeting that a new file had been opened on the new buildings and that a site visit was due to be made soon.

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

As I reported to the January meeting, I informed CC of the fact that a large wooden building was being erected within the curtilage of this property, seemingly without planning consent. This was acknowledged on 17th January, saying that it would be visited within 10 days. I subsequently informed them that residents had heard that the building was to be used for drum practice, much to their concern.

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

**JV Calvert,
Clerk
8th February 2011**

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Item 12.6

Clerk’s Report re Licensing

Decision Required:

That this report be accepted and its content noted.

Report:

12.6 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

12.6.1. Stithians Showground:

The situation remains as previously reported. I informed the January meeting that it was my intention to contact Yvonne Toms with a view to reporting further to the February meeting. This I did on 1st February and received 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.

**JV Calvert,
Clerk**

8th February 2011

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Item 12.7

Planning and Localism in the South West – A Seminar, Plymouth University, 26th January 2011

Report:

Copies of the presentations referred to can be obtained from the Clerk.

On January 26th Cllr P Tisdale, Cllr R Nicholls and I went to Plymouth for a Seminar on Planning and Localism in the South West. Presentations were done by Gareth Bradford from the Department for Communities & Local Government, Professor Chris Balch from the University of Plymouth, Andrew England from Cornwall Council and Deborah McCann, a planning consultant. Copies of these are appended to this report.

Unfortunately, due to time constraints, we were unable to view the whole of Gareth's presentation, which looked to be the most interesting. He outlined what the Localism Bill was and the affect it would have on local government with regards to planning, which you can see from the presentation. He stressed that it would not be a way for people to prevent development, but would give developers more certainty about what could be built, and that development can bring positive changes to communities.

Professor Chris Balch then presented his findings from the survey the University sent out in 2010. He pointed out that there was approximately a 20% return rate, with a higher proportion being from Local Authorities rather than parish councils, so there is the possibility that the results are somewhat distorted (The Parish Councils that replied are more likely to be interested in the Localism Bill than those who did not reply). As you can see from his presentation the Town & Parish Councils had a more positive response than the Local Authorities when it came to planning – the Local Authorities were more negative, probably down to the fact that the decisions will no longer be up to them.

Andrew England did a presentation on Localism in Cornwall, explaining about the community network areas, training that they have provided, the Planning Forum and resources that have been made available to parishes doing a Parish Plan.

He then went on to explain about the Local Development Order – a sort of Parish Plan which will be adopted into local planning policy, complete with a 'design guide' for any new developments, and what can and can't be done to existing properties without planning permission, called Extended Rights. As you can see Feock Parish is the pilot and are in the final stages of consultation.

Deborah McCann was the last to present, on the challenges and opportunities associated with Localism. As you can see from her presentation there was not very much substance to it, apart from a few quotes and a final picture of Utopia.

The general message of the Seminar that was put across was that no-one is really sure what is happening at the moment, but there was a general feeling that, if done properly, Localism really could benefit most.

Councillor J Tisdale,

10th February 2011

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Item 13

PROVISION OF ADDITIONAL CEMETERY SPACE

DECISIONS REQUIRED:

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

REPORT:

Following the January meeting I sent a brief e-mail to James Humphreys informing him of the present situation.

I investigated further the scope of the quotations received for carrying out the site survey and am pleased to be able to report that the lowest, submitted by 3D Surveys in the sum of £240 plus VAT was, in fact, suitable. Having consulted the Chairman as agreed under Minute 13/01/11(11), I gave instructions for the survey to be carried out. It was hoped that it would be done by 4th February and I shall report further to your meeting as appropriate.

JV Calvert,

Clerk

8th February 2011

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Item 14

FHE REPORT FOR FEBRUARY

Decision Required:

1. To note the content and accept the report.

Report:

As previously reported, the patching programme is underway this month and, hopefully, it will be the end to the climbing in and out of potholes for a while.

In the vain hope that we can understand the CC Policies, I give below copies of my latest correspondence with Andy Bartle.

Andy,

The attached from our Clerk is self explanatory. The potholes in question are, in fact, outside our parish and when I passed over them yesterday it was evident that the new material had not been compacted and was being removed from the defect by the passing traffic.

As John points out the standard of repair work differs greatly in various parts of the area. However they are all within your 'jurisdiction'!!!

When I came through about mid-afternoon, the gang were approaching Pelean Cross from Perranwell direction and had no signage or traffic control in operation.

Hopefully when you commence the patching programme at Tregolls to South Road, the standard will be to national Codes of Practice.

Since your original investigation into the patching required, there has been an increase of potholes, particularly in South Road which. I hope, can be treated at the same time. This work is intended to be done under a road closure and I wonder if the diversion route will be adequate for the buses from Stithians to Helston, or are we to be without public transport again for the duration of the work.

Also could I point out the deterioration to the channel between the Show Ground and Burley's junction which I first reported to you some eighteen months ago and subsequently showed you during one of our site visits. About a shovelful of material was put at the start of the defect which didn't even fill the pothole, whilst the remainder, some 20 metres, has been left to get worse. Is this included in your programme?

With regard to road marking which is needed, could you get the SLOW marking on the Penhalvean approach to Goonlaze be moved back to Tresevern Farm entrance as it is not visible in its present location and greater warning is needed for the bend and road narrows? I hope the full list of the marking necessary will be carried out as soon as funds permit.

Reply:

Dear Ted

Thank you for emailed comments regarding pothole repairs.

The difference in standard basically comes down to the good examples being permanent repairs and the poor examples being temporary repairs.

At present the Council has limited funds, therefore we can only afford to take immediate action on Category 1 defects – which means from the Council's Highways Maintenance Plan that in the carriageway the potholes need to be at least 40mm deep before they are considered an urgent safety issue. The photographs shown by inspection are less than this minimum depth. The men have been instructed countywide (not just in my area) that they are to undertake temporary repairs on these Category 1 defects with the fluxed bitumen product (as they consider this to be the most cost effective product available). This product is more effective if it is placed at suitable depths of construction. Therefore the lesser 'category 2' defects are left as the material would not stay at such a shallow depth.

The 'good repair' was undertaken by our 'Roadmender team'. The issue in his 'back lane', which is still publicly maintained highway, had been flagged up by John approximately 3 months ago; and I said at the time that we would undertake temporary repairs and then follow up with permanent repairs when the Roadmender team comes back into our area. This has only recently been completed, I will pass the positive feedback to the team concerned.

Summarising there are two stages in the repair process: Stage 1 make it safe and Stage 2 undertake a permanent repair.

I take on board your comments regarding the team who undertake the temporary repairs. They should be putting out at the very least 'men at work' signs and I will request that they are reminded of these requirements.

When setting up any road closure the diversion routes are approved by the council's Streetworks team and the diversion route is selected for the appropriate size of vehicles using the road concerned. Therefore if the closure is on a bus route, then the diversion will take account of this.

Thank you for your reminder regarding the erosion of channels on the Tubbon Hill Road. I can confirm that this road is on our programmed list of sites requiring treatment.

I also have taken note of your request regarding possibly moving the slow marking on the Penhalvean approach to Goonlaze to the Tresevern Farm entrance owing to lack of visibility. This will be considered and if appropriate, will be added to our list of roadmarkings to be undertaken when suitable funds are available.

Regards.

Andy

E.C. Vincent
05.02.11

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Items 15.1-15.4

Clerk's Reports re 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 decide whether or not to ask the Spar Shop if they will act as custodians of the tennis court key and take tennis fees on behalf of the Parish Council.
3. To decide whether or not to investigate the feasibility of permitting the erection of marquees on the playing field for wedding receptions.
4. To note information provided relating to Stithians Rugby Club and make any decisions arising from any information that may be presented to the meeting.
5. To note information provided relating to Stithians Football Club.
6. To note information provided relating to the Youth Shelter.
7. To make any decisions as regards the use of the Playing Field in connection with the Royal Wedding Celebration that may be necessary following discussion at the meeting.

Reports:

15.1 Playing Field Meeting:

The attached notes (Appendix 1) of the Meeting with the Playing Field Caretaker held on 8th February form the basis of this report and Members are asked to approve them and the financial implications contained therein.

I would, however, draw Members' attention to two matters that were raised at the meeting relating to the key for the tennis court and the possible use of the playing field for wedding receptions in a marquee.

15.2 Rugby Club:

Following the January PC meeting I wrote to the Rugby Club. A copy of that letter is attached as Appendix 2 to this report for Members' information. I received a telephone call from Norman Garlick in response to the letter, who informed me that the RFC also needed a lease on the part of the playing field they use for training in order to be able to obtain funding for the erection of floodlights which, he said, could be made available to other users of the field if required subject to a suitable arrangement over electricity costs. He was to send me something in writing but to date I have had nothing.

15.3 Football Club:

Following the January PC meeting I sent an e-mail to Phil Crook of the Football Club. The content of that e-mail is reproduced below for Members' information.

Following the Parish Council meeting held on 18th January, I am instructed to write to you further about the Football Club's request to use the Old Playing Field.

Reluctantly, Members have decided that it would be unwise to grant permission for use of the Old playing Field by the Football Club.

There are several reasons for this, some of which I list below:

- *It would be used every Saturday during the season and would not have time to recover.*
- *It is well-known that the area in front of goalmouths on a football pitch becomes extremely worn and this concerns Members – the playing field is there for the use of all.*
- *You have no firm proposals for changing facilities – the pavilion would be in use by the Rugby Club every other Saturday.*
- *It has been agreed that children's goals will be erected on the Playing Field.*

- *It has been agreed that a Youth Shelter will be erected on the playing field.*

The PC regrets that this decision has had to be made, but I'm sure you'll appreciate that it would only lead to conflict with other users of the field as indeed sometimes happened when the Rugby Club were playing matches on it.

15.4 Youth Shelter:

I met Andy Huddleston and Dawn Froggatt on 31st January when it was decided that an application for funding would be submitted to "Awards for All" as that seems to be most suited. Andy is to complete as much of the form as he can and then forward it to me for completion, possibly with the assistance of Vanessa Luckwell. Dawn Froggatt will also contribute where necessary. It may be necessary to wait for the results of the Parish Plan Questionnaire in order to answer some of the questions on the application form about consultation.

15.5 Use of Playing Field for the Royal Wedding Celebration:

As Members are aware, the Landlord and/or Landlady of the Seven Stars were expected to attend the January meeting in order to put their ideas forward in the public part of the meeting. In the event, no-one attended and it remains to be seen if they are represented at this meeting. If they are, then, having considered their proposals, any necessary decisions can be taken at this point in the meeting.

**JV Calvert,
Clerk
8th February 2010**

Appendices:

NOTES OF PLAYING FIELD PROGRESS MEETING HELD ON TUESDAY 8th FEBRUARY 2011

Present:

(JT) Councillor Miss J Tisdale – Assistant Playing Field Portfolio Holder
(JVC) John Calvert - Clerk
(TM) Tyrone Martin – Playing Field Caretaker

Apologies:

(NP) Councillor N Potter – Playing Field Portfolio Holder

Notes of Meeting:

As has become normal practice, the notes of the previous meeting, in this case, 11th January 2011, were used as an agenda with any other items included at the end or as necessary.

1. Caretaker's Store:

JVC advised that Dave Aynsley, President of the Rugby Club, had indicated to the January PC meeting that the Club hoped to be able to accommodate a storage facility for the use of the Caretaker within their proposals for a new pavilion. TM advised that an area of 20ft x 10ft with double access doors would be adequate for his needs.

2. Fencing to Ennis & Carbis:

As previously reported, a further of 12m of fencing is required and this has been agreed at the same rates as for that previously erected. TM advised that he had not yet been able to do the work as the field had been too wet to allow access for his van.

3. Dog Fouling in the New Playing Field:

As before, TM is continuing to monitor the situation and fouling does not appear to have worsened.

4. Regular Inspection Reports:

JVC advised that TM had now submitted his inspection reports and was submitting them on a regular basis, the latest being attached as an appendix to this report.

5. Litter Bins:

TM advised that the lid was still missing from the bin near the children's play area. JVC had been informed in November that the lid would be replaced. He had sent a reminder to Tom Marks at CC on 11th January and had heard nothing. He agreed to ask again.

6. Signage:

TM advised that he had cut off the projecting bolts behind the sign on the tennis court. TM advised he had installed the gate in the lower gap and that he would submit an invoice for £48.70 before the date of the PC meeting comprising £40 labour and £8.70 for the hinges obtained from Cornwall Farmers.

7. Damaged/Dead Trees:

Jim Lyle had advised JVC that he had planted the replacement trees in the Playing Field and TM confirmed this.

8. Annual Safety Inspection:

All the high risk items and several of the low risk ones have now been dealt with. As reported previously, it has therefore been decided to leave any further work, unless it became urgent, until after receipt of the 2011 Report in April.

10. Life Expectancy of Play Equipment:

The following information, reported to the May meeting, still applies:

Slide:

Successive inspections have advised that the slide is at the end of its useful life and have pointed out that the general condition is "not good with excessive wear on the steps, step fixings and fish plate detail". This inspection was no different and, although wear is evident, the site inspection once again gave no cause for alarm save the fact that there was evidence of corrosion on the handrails but nowhere near as bad as the report would lead one to believe. The report advocates immediate replacement as it has reached the end of its useful life. There is no doubt that this is one of the most popular pieces of equipment and whilst there is also no doubt that it will need replacement at some point in the future, those present felt that there is still some life left in it as long as it is monitored weekly and well maintained.

Carousel:

This is another piece of equipment that the inspector has taken a dislike to because of its age. She has suggested that it ought to be replaced by 2014 but, like the slide, it is extremely popular. As long as it is well maintained, it should be OK for longer.

See Saw:

This is something else that the Inspector says should be replaced. She has identified rust on the side panels, but our site inspection did not agree. She also found wear in the linkage which, whilst present, is not excessive and will be closely monitored. This is another popular piece of equipment.

11. Inspection Report dated 3rd February 2011:

The content of this report was discussed and the following actions agreed:

1. Fence Needs Repairing:

This is the fence to Ennis & Carbis reported in Item 2 of these notes

2. Litter Bin Lid Missing:

This matter is referred to under Litter Bins (Item 5 of these notes).

3. Sputnik Seats:

The replacement of two seats was agreed at the January meeting. TM submitted a quotation of £44, which was accepted.

4. Safety Surface Repairs:

JVC to prepare comprehensive report on all safety surfacing as there are several areas in need of attention. Other commitments have continued to prevent this.

5. Frost Damage to Skateboard Park:

TM advised that various small areas needed repair with epoxy resin and submitted a quote of £45 including materials. This was accepted.

6. Tennis Court Gate not lockable:

TM advised that the gate was presently secured with a chain as the frame had rusted to such an extent that it had become unserviceable. He advised that repairs would cost approximately £40 but could not be precise until the work was actually done. This was accepted.

12. Other Matters:

1. Big Slide – Rust Hole in Tube:

JVC advised that he had discussed the cost of this work with both TM and the Portfolio Holder and had agreed that the work could go ahead on the basis of a quotation from SJ Andrews of £30 plus TM's labour. TM advised that the work had been done and submitted an invoice in the sum of £68, which was accepted.

2. Padlock to newly installed Gate:

TM advised that he had obtained a padlock and submitted an invoice in the sum of £14.68.

3. Tennis Court Keys:

TM advised that LA Phillips had revised their opening hours whereby they would not now open on either Saturday or Sunday afternoons. JVC thought that this restriction and also the fact that keys were inaccessible after 6pm could lead to missed revenue and suggested that the Spar Shop be asked if they would act as custodians of the keys and take the fees. They opened for longer hours and were also closer to the tennis court. It was agreed to seek the opinion of the Parish Council on the matter.

4. Possible use of Playing Field for Wedding Receptions:

JT advised that she had been investigating the possibility of hiring a field on which to site a marquee for her wedding reception and had experienced great difficulty in finding one. She wondered if the PC should consider offering the playing field as a site. It could, she suggested, be a source of income for very little effort on the part of the Parish Council. It was near the church, the Seven Stars may possibly be interested in running the bar and, with the agreement of the Rugby Club, an electricity supply could be made available. It was agreed to seek the in-principle views of the PC prior to the Clerk investigating further.

13. Next Meeting:

The date of the next meeting was agreed as Tuesday 8th March 2011 at 2pm.

**John Calvert,
Clerk
8th February 2011**

Mr N Garlick
Hon. Secretary, Stithians RFC
Treskewes Cottage,
Trewithen Moor,
Stithians,
Truro, TR3 7DU

28th January 2011

Dear Mr Garlick,

Stithians RFC – New Pavilion and Use of Playing Field

I note that I have not received a response to my letter of 18th November 2010 and whilst certain matters have advanced since then it is worth reiterating and clarifying certain points made in that letter.

In the letter I stated that the Parish Council was neither able nor willing to relinquish their lease on the New Playing Field. I have, however, made enquiries of James Humphreys and, whilst he has stated quite categorically that the Glebe Committee would not grant the PC a 99 year lease, he has intimated that they could well be willing to offer a new 25 year lease which would in turn give the RFC that much longer under the terms of the MOU.

I mentioned in my letter the RFC's requests for fencing, advertising and a dug out and stated that the MOU did not preclude these but that permission would need to be sought from the Glebe Committee. This would indeed be the case, as on checking the lease, I believe they are specifically excluded – advertising certainly is.

My letter informed you that the Parish Council had agreed to offer the Rugby Club a long-term lease on the land currently occupied by the pavilion with consent for the pavilion to be demolished and replaced by a new building. I went on to say that there would obviously be many details to sort out and at that stage the PC merely wished to establish the principle and open negotiations.

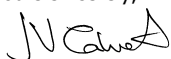
Since the date of that letter, Councillor Vincent has attended meetings of the Rugby Club and your President, Dave Aynsley, attended the Parish Council meeting held on 18th January. At that meeting, Mr Aynsley's remarks were discussed along with a report prepared by Councillor Vincent following his meetings with the RFC.

At their meeting on 18th January, the Parish Council made the following Resolutions:

1. To agree in principle to grant the Rugby Club a 99 year lease on the land presently occupied by the pavilion with consent to demolish the existing pavilion provided:
 - The land and any building on it reverts back to the Parish Council should the Rugby Club cease to exist.
 - Any new building erected by the Rugby Club contains externally accessible male, female and disabled toilets for use by both the Bowling Club and spectators.
 - Any new building erected by the Rugby Club contains storage facilities for the exclusive use of the Parish Council's Playing Field Caretaker. *(I have discussed this with the Caretaker and have agreed that an area the size of a reasonable single garage (20ft x 10ft) would be sufficient for his needs.)*
 - The Rugby Club assumes full responsibility for the maintenance and upkeep of the building including water and electricity charges and Council Tax if applicable.
 - The Rugby Club meets all reasonable legal fees in connection with the drawing up of the lease.
 2. That the MOU (suitably modified to reflect matters affecting the pavilion) remains in place and will not be changed to a lease.
 3. That the Rugby Club be granted continued use of the Old Playing Field for training as in the existing MOU but that no barrier be erected.
 4. That the Glebe be asked to extend the lease to the Parish Council of the New Playing Field. *(This has been addressed – see above)*
- It would therefore seem that the next step is for the RFC to formally consider the above and, if agreed, draw up plans and obtain an estimated cost of the proposed building in order to ensure that it will, in fact, fit on the footprint of the existing building and that sufficient funding is available as well as for seeking the approval of the PC. *I do not envisage a problem if the footprint is bigger, but it will obviously affect the lease.*

Although it has not been discussed by the PC, I envisage that, because there would be a storage facility for the Caretaker within the building, the lease would be nominal.

The RFC obviously needs to be absolutely sure that funding is available – it is pointless going to the expense of drawing up a lease if it is not going to be used.

Yours sincerely,


John V Calvert, Clerk to the Parish Council

Item 16

Clerk's Report re CONSULTATION – "Planning Future Cornwall" – Core Strategy for Community Network Areas

Summary of Decisions Required (Details in report):

1. To note Cornwall Council's Consultation Documents on "Planning Future Cornwall" and to consider a suitable response at a future meeting.

Report:

Stithians Parish Council is invited to comment on two Consultation documents entitled "Community Network Areas – Core Strategy Area Based Discussion Paper" and "Core Strategy Options paper", both relating to "Planning Future Cornwall", part of the Cornwall Local Development Framework.

The consultation period runs from 7th February to 28th April and comments are requested either by e-mail or in writing.

Alongside this consultation, consultation is also taking place on Cornwall's Draft Statement of Community Involvement and views are also sought on this.

In actual fact, there are four documents for consultation and links to each are as follows:

http://consult.cornwall.gov.uk/portal/planning/ldf_sustainability_appraisal_scoping_report_1/cna_discussion_paper

http://consult.cornwall.gov.uk/portal/planning/ldf_sustainability_appraisal_scoping_report_1/sa_interim_report

http://consult.cornwall.gov.uk/portal/planning/ldf_sustainability_appraisal_scoping_report_1/core_strategy_options_paper

http://consult.cornwall.gov.uk/portal/planning/ldf_sustainability_appraisal_scoping_report_1/draft_sci

JV Calvert,

Clerk

8th February 2011

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Item 18.2

Village Hall Management Committee Meeting Wednesday 8 February 7pm in the Village Hall

TO NOTE

The usual matters were discussed.

The Business Development group suggested that it might be possible to collaborate with the other mining villages so that they display notices about events in Stithians hall on their notice boards and the Stithians hall notice board could display events in other villages and thus raise the profile of all. It was suggested that the mining villages rep could raise this at the next meeting.

Application has been made to the highways department for a car park sign for the rugby field car park.

The vexed question of the oil tank and its security was discussed in detail. It seems it would be impossible to block it in, a metal cage would not secure it from theft and alarms need electric and phone lines. It may mean the tank needs to be moved to a more suitable spot. No decision was made and it will possibly be a balance between the cost of loss of oil and the cost of moving it.

The provision of lockable storage in the caretaker's room for regular users. This will have a cost attached and so

- 1 quotes are being obtained for carrying out the work
- 2 a decision will need to be made about charging, should this go ahead

There is the possibility of another computer course and grants are being investigated to provide activities such as a Memory Cafe.

The Trust document and Management structure was discussed in detail and a small group are taking away the suggestions and will bring some proposals back to the next meeting.

Cllr V Kavanagh

9.2.11

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Item 18.3

MVRG REPORT

Decision Required:

- 1. To note the content**
- 2. To approve the contribution of £500 to the Group (as previously discussed)**

The MVRG held its bi-monthly meeting at Lanner Village Hall on Thursday 03 February 2011.

Financially the Group has a balance of £5539.85 and the only outgoing from that was a payment of £650 to St. Day PC towards the cost of a survey of the clock tower which the Cornwall Council wish to hand over to the parish.

It was agreed by all present that the previously discussed contribution of £500.00 should be requested from each parish within the group.

There was a discussion on the provision of World Heritage signs for the Mining Villages and who would be responsible for the funding. One suggestion was that the logo could be put on the village name signs.

I reported on our present and forthcoming projects, the new cemetery, youth shelter, together with the latest on our parish plan, i.e. the questionnaire being circulated this month with collection by hand 14 days after. The Portreath PC had only a 36% return and the Lanner details were not made known.

Our representatives to the Mining Festivals committee do not appear to have been made known to Pippa Bray, the chair of the event. I said that Cllr. Nightingale with John Colgate were representing Stithians.

E.C. Vincent
05.02.2011.

Item 18.4

HISTORIC CHURCHYARDS REPORT

Decision Required:

- 1. To note date of next meeting**
- 2. To determine a level of financial commitment to the Group**
- 3. To send two representatives to the next meeting.**

A meeting has been called for 22 February 2011 to update members on the present situation and review achievements and outstanding work needed.

The financial situation is that there is a balance of £179.44 but the Treasurer is owed £208.12 for the web-hosting payment, giving a negative balance of £28.68. We need to establish a level of commitment from the PC to the Group.

It is also necessary to elect a Chairman, Secretary and Treasurer together with co-options to the group and to name parish council representatives. The constitution provides for an Executive of one voting member nominated by each parish together with the Anglican and Methodist ministers having responsibility for the Churchyards; up to five other co-opted members.

The web-site can be found at www.churchyardproject.net

We are invited to send two representatives to this special meeting as it is uncertain at this time, the active membership of others, particularly with the recent death of Dick Snell from Gwennap.

E.C. Vincent
05.02.2011.

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Item 18.5

SUPPLEMENTARY REPORT – MEETING WITH MP

Decision Required:

- 1. To accept the report.**

REPORT.

An invitation was handed to me at home to attend a Question and Answer Session with George Eustice MP, at the Stithians Centre on Friday 4th February at 7pm. On checking with the Clerk, I found that no invitation had been sent to the Parish Council.

There was a fantastic response, four people attended, my wife and I together with our next-door neighbours.

I told the MP that it was a disgrace that neither the Cornwall Councillor, the Parish Council nor any of the 31 voluntary organisations/clubs in the area had received an invitation.

Being a rural parish at the western end of a County that received little help, only interference, from Central Government, we felt neglected to say the least.

Our main problems were in communication, transport links, local employment and development. Regrettably the Cornwall Council were still formulating their policies some two years after becoming a Unitary Authority, it was a great pity this had not been completed before accepting UA Status.

He pointed out that Cornwall was the first area to get broadband to 20MG this year, to which I replied that this only affected some town areas as the majority of exchanges were not capable of receiving fibre optic signals. The question of public transport was an area he was aware of but could see no solution in the present financial position. He was also aware of the need to bring more employment to the area.

At this point our neighbour, Wayne Hackman, who is employed by Serco on business development pointed out that the contract was being brought to a close and future funding would be via online application only. This would mean that face to face discussions and advice on the best way forward to obtain funds/grants for specific cases would no longer be available. This point was accepted and the MP said he would look into the situation. There followed a useful discussion on methods of obtaining information and the desirability of direct contact, rather than relying on IT methods. I mentioned our research into the parish requirements for the future via the parish plan and the MP requested a copy of our questionnaire which I have sent by 'e' mail.

George, we are now on first name terms, apologised for not sending an invitation to the Clerk, having left the detail to the local office. However he would like to meet the Council at some convenient point during the year to hear firsthand the problem areas in detail. I informed him that the Council met on the third Tuesday of each month, except for August and December, he promised to contact the Clerk as soon as suitable date became free. *(Just like he did when I met him on 16th July last year! - Clerk)*

The evening was useful and the MP took notes, as did his PA, of our concerns. Particular attention was paid to the question of business development via European funding and the needs for rural communities to be as self sufficient as possible.

The meeting closed at 2030hrs.

E.C. Vincent
09.02.2011

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Item 19.1

CNA REPORT

Decision Required:

1. To note content and accept the report.

The bi-monthly meeting of the Community Network Area was held at Lanner Village Hall on Thursday 03 February 2011.

On matters arising from the last meeting, I asked Mark James to expedite a decision on the active partnering request that the PC take on the grass-cutting of the closed churchyard at Stithians, subject to mutually agreed funding. I pointed out that the original request had been made by myself last October when the contract was terminated by the Cornwall Council. The churchyard is listed as a Historic Churchyard and has a superb display of spring flowers which need constant attention by cutting at the right times. The previous contract called for eight cuts per annum which had not been achieved by the CC during the two years they had been responsible. MJ responded that because of the large number of policies requiring updating, the active partnering had taken a back seat but he would look into it as a matter of urgency.

A presentation of the new Core Strategy was made by Rachel Bray, CC Planning, the documents (two) would be posted to each parish this week. The strategy is available online from Monday 07 February 2011. Consultation period is from now until 28 April 2011, with a series of exhibitions to be held throughout the County. Following this consultation, a Preferred Strategy will be put out to consultation during September this year. The final agreed document will have a twenty year life. Within the strategy there is a choice of three options with the highest growth being some 11,000 below that suggested by the Regional Spatial Strategy of 68,000. In line with the new policy, there will be an Infrastructure Delivery Plan and a Local Transport Plan. It would appear that it is intended to make villages more self-sufficient and reduce commuter travel.

Items for the next meeting are:- Food Procurement, MVRG response to the Core Strategy.

Cllr. Kaczmarek reported that the CC were making £1 million savings on Libraries. It would seem probable that mobile libraries will take a hit, particularly in places like Stithians with its own private library at the Centre. I asked if it would be possible for our library to benefit from an arrangement with the County Library to extend our facility, to which the reply was 'everything is possible'.

MJ then brought up that question of PC's taking over public toilets, referring to his letter of the 21 January 2011. It seems he has had a mixed response, as to be expected. Nigel Matthews of Portreath PC said that the cost of updating their toilets before they were fit for use was far in excess of any funds available.

The next meeting will be at Stithians on 07 April 2011.

E.C. Vincent
05.02.2011.

Item 20

Clerk's Report re Correspondence Received

SUMMARY OF DECISIONS REQUIRED (Details in Report):

1. To note the revised procedure for public speaking at Cornwall Council Planning Committee Meetings.
2. To grant permission, subject to the usual conditions, for the Church to hold their Annual Fayre on the Playing Field on Saturday 28th May 2011.
3. To decide upon attendance at a "Parish Councillor Skills" Training Event to be held at Cornwall College, Pool on Saturday 19th March 2011.

REPORT:

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

<u>Date</u>	<u>Type</u>	<u>From</u>	<u>Subject</u>	<u>Action Taken/Requested</u>
17 th Jan	Letter	Cornwall Council	Speaking at Planning Meetings	See Section 1 of Report
25 th Jan	E-mail	Church Warden	Use of Playing Field	See Section 2 of Report
4 th Feb	E-mail	CALC	Training Events	See Section 3 of Report

1. I have received a letter and accompanying document concerning Cornwall Council's revised procedure for public speaking at Planning Committees. Copies of both (Appendices 1 and 2) are appended to this report for Members' information.
2. The Church are seeking use of the playing field on Saturday 28th May for the Annual Church Fayre. This is now a regular event and has always been granted permission in the past.
3. On 4th February I circulated details of training events and referred Members in particular to a training event for new Members entitled "Parish Councillor Skills" to be held between 10am and 4pm on Saturday 19th March 2011 at Cornwall College, Pool. Places are restricted to three per Council.

JV Calvert

Clerk

8th February 2011

Appendix 1

To: All Town and Parish Councils

My ref: Public Speaking
Date: 17 January 2011

Dear Parish Clerk

Revised procedure for public speaking at Planning Committees

I write to advise you that the Council has recently undertaken a review of the procedure for public speaking at Planning Committees. Following the review the recommendations were submitted to the Council for approval. The recommendations were subsequently approved by the Council on 11 January 2011 and will come into effect from 21 January 2011.

The amended procedures will now give local Councils an automatic reserved place to speak at planning committee meetings on condition that in order to ensure only correct representatives attend and give the views of the local Council. The clerk to the Parish/Town Council should inform Democratic Services of the name of the attendee together with confirmation of the application they will be speaking before the start of the relevant meeting.

You will also be pleased to note that in respect of major applications, Parish/Town Councils will be able to have one speaker from the local Council and one from the adjoining local Council.

I attach a copy of the revised procedure for public speaking at Planning Committees. If you require any further information please do not hesitate to contact me.

Yours sincerely



Jacquie Rapier
Assistant Democratic Services Manager
Democratic Services
Tel: 01872 322135
Email: jrapier@cornwall.gov.uk

Appendix 2:

Public Speaking at Planning Committees

The purpose of this scheme is to give the public, Parish Councils and applicants an opportunity to make their views known in person to the Planning Committee. Letters of support or objection will also continue to be taken into account.

The information below sets out the basic parameters of a system of public speaking using a Question and Answer approach.

Who can speak?

An objector (whether they have made written comments or not), a representative of the Parish/Town Council and the applicant or a supporter (whether they have made

written comments or not) may each speak on a planning application which is due to be heard at the Planning Committee.

Objectors, applicants and supporters must register to speak as below but Parish/Town Council representatives will be entitled to speak, subject to the Clerk of their Council notifying Democratic Services of the nominated speaker(s) and the application(s) they will be speaking on.

In the event of more than one objector or one applicant/supporter wishing to speak, a spokesperson should be agreed between the objectors or applicant/supporters, as the case may be, to speak for all persons in the same category, prior to the meeting. Professional agents may be used by any party entitled to speak.

Public speaking is not an adversarial opportunity. It relates solely to the Committee procedure and decision making process as a whole. The purpose of the speaking opportunity is not to seek to explain all points expressed (as the Authority is already aware of these), but to emphasise material planning related points before a decision is taken.

For Major applications additional time will be allowed, as detailed below, as these applications tend to generate more interest and comment.

How will a spokesperson be appointed?

If the objectors or applicant/supporters cannot reach agreement about who will speak, then the person who asked first will be given the opportunity to speak. Any subsequent speakers will be asked to co-ordinate their representations through a spokesperson, otherwise the person who registered next will be given the opportunity to speak next. Subsequent speakers will only be allowed in relation to major applications as only one speaker for each category is permitted to speak on minor applications.

How much time will be allowed for speakers?

For minor applications, there will be a maximum of nine minutes public speaking time allotted to each development proposal. The time is divided between the following categories:

- Objectors (three minutes for the first registered speaker)
- One Parish/Town Council representative (three minutes in total)
- Applicant/supporter (three minutes for the first registered speaker)

For Major applications the amount of time afforded to each category of speaker will be increased by allowing a second speaker to speak for three minutes. In the case of Parish/Town Councils this will be one speaker from the local Council and one from the adjoining local Council. A buzzer or some other device will be used to indicate the end of each three minute speech.

The time limits imposed will be strictly observed and interruptions will not be allowed. You will not be allowed to complete your presentation if the time limit expires. Speakers should restrict their comments to material planning considerations only, examples are listed below.

Can I speak on any planning application?

Only on those which are due to be determined by the Planning Committee.

The vast majority of the applications are, however, determined by planning officers under 'delegated powers' and do not go to Committee. A request for public speaking will not transfer a delegated application to a Committee application.

How will I know when a particular application will be heard at Committee?

The Council will advertise details of which items will be heard at Committee on its website and objectors/supporters who commented on the application will be notified in writing.

How do I arrange to speak at the meeting?

There are several ways you can register to speak. You can complete a registration form, found at the main Planning receptions or on the website, and send it to or telephone a Democratic Services Officer. All requests to speak must be received by no later than 12 noon two working days before the Planning Committee meeting. Contact details for Democratic Services can be found at the end of this leaflet.

When and where are the meetings held?

Planning Committee meetings are held in each of the areas (West, Central and East) every three weeks, and a Strategic Planning Committee meeting is held every four weeks. Further details on dates, locations and times are available in the Planning receptions, on the Council's website or by telephoning 0300 1234 151.

What is the order of business at the meeting and what is the procedure for speaking?

The order of business at the meeting is normally as printed on the agenda. The Chairman will start the meeting by explaining the rules of public speaking. The Chairman will announce each application and a planning officer will give an introduction. The objector(s)*, the Parish/Town Council representative(s)* and the applicant/supporter(s)* will then be called to speak, in that order. The Chairman will invite the Councillors to ask any questions of the speakers after each speaker has finished to clarify any matters of fact but such questions shall be limited to relevant planning issues. Public address is not an opportunity to engage officers or Councillors in dialogue, however, at the end of the period of public address the Chairman will allow officers to clarify any matters raised and/or to point out any non-material considerations in the submissions.

* There may be up to two speakers per category of speaker but only where a major application is being considered.

Committee Members will then discuss the application and may seek clarification from the planning officer on particular points prior to making their decision.

Who will be at the meeting?

The Sub-Area Planning Committee for the area, which is made up of 15 elected Members, or the Strategic Planning Committee, which is made up of 21 elected Members, as appropriate. Council staff attend to advise Members and to formally record the meeting. The applicant and any member of the public may attend to listen to the debate and the media is often present.

What will I be able to speak about?

This will depend on the application, but should be restricted to material planning considerations. Examples may include:

- Government guidance and Local/Structure Plan Policies
- The Development Plan
- Highway safety and impact of traffic in the environment
- Design, appearance and layout – visual impact
- Residential amenity – privacy, loss of light, overbearing, noise, smells
- Conservation of buildings, trees and open land
- Need to safeguard the countryside or protected species of plant or animal
- The need for development
- Previous planning history of the site
- Case Law
- Appeal decisions

The following are examples of matters which are not material considerations and which cannot be taken into account by the Committee:

- Matters covered by other legislation
- Private property rights such as covenants
- The developer's identity, morals, motives or past record
- Effect on the value of your property
- The fact that development has already started
- Trade objections based on competition
- Issues relating to the process of determining the application
- Moral objections such as an objection to gambling or a pub
- Inconvenience or other problems caused by building works
- Private neighbour disputes
- Personal circumstances
- Loss of a private view

(You are therefore advised that reference to these matters in your presentation will reduce the time available to refer to valid material considerations)

Can I ask any questions?

No. There will not be an opportunity to ask any questions as the meeting.

Can I provide additional information to present at Committee?

No. Third party documentation cannot be displayed or distributed at Planning Committee meetings.

How will my representations be recorded?

Minutes will be taken but will only record the names of speakers, which applications they addressed and whether they spoke for or against the proposal or as a Parish/Town Council representative. The minutes are available for inspection at least five working days before the next scheduled meeting and will be published on the Council's website.

What happens if an application is deferred?

Even if the Committee decides to defer the application after hearing the speakers there will be a further public speaking session at the Committee meeting to which the application is brought back for consideration but the registration requirements will still apply. When an application is reported back to the Committee following a site inspection there will only be a public speaking session at the subsequent meeting if there has not been a public speaking session at the previous Committee meeting.

What happens if an application is withdrawn prior to being heard?

Applications are seldom withdrawn, however, if the application is withdrawn before being presented at the meeting, those who have already expressed a wish to speak will be notified before the meeting, providing that sufficient time has been given for officers to notify those involved of the withdrawal.

Can I make representations on more than one application?

Yes, representations may be made on more than one planning application.

Can I see the Planning Officer's report on the website?

Yes, reports can be seen on the Council's website at www.cornwall.gov.uk at least five working days before the relevant Planning Committee meeting.

Who do I contact if I have any queries on public speaking?

If you have any questions in addition to those already answered in this guide, please contact a Democratic Services Officer. Their contact details, including a telephone number will be listed on the web page for each meeting and printed on each agenda.

Alternatively you can telephone 0300 1234 100 or

e-mail:- planningcommittee@cornwall.gov.uk

Clerk's Additional Report for February 2011

Correspondence Received between Report & Meeting

SUMMARY OF DECISIONS REQUIRED:

1. To note dates of Public Meetings to be held to explain forthcoming changes to the NHS.

REPORT:

The following correspondence has been received since the agenda for the meeting was circulated:

Date Received	Type	From	Subject	Action Taken/Required
10 th Feb	E-mail	Cornwall Council	Changes to NHS	See Section 1 below

1. Many changes in the NHS are afoot and a series of Public Meetings is being held to explain these. There are several throughout Cornwall but those of most interest to Members are probably Falmouth (Dracena Centre 2pm – 3.30pm on Thursday 10th March) and Redruth (Community Centre, Chapel Street 10am – 11.30pm Thursday 31st March)

JV Calvert

Clerk

15th February 2011

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Item 22

Authorisation of Payments – February 2011

Decision Required:

1. To approve payment of the sums shown in the report totalling £5,474.72 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
DD	04/01	Bank	Safe Custody Fees		7.50	
DD	14/02	PWLB	Playing Field Loan 1		1,145.32	
Ch	15/02	Clerk	February Salary		1,442.63	
Ch	15/02	Clerk	January Expenses (Appendix 1)		39.59	(1)
Ch	15/02	T M Services	Playing Field Caretaker – February		603.92	
Ch	15/02	T M Services	Cemetery Maint. – February		50.00	
Inv	09/02	T M Services	Installing Gate in Playing Field		48.70	(2)
Inv	09/02	T M Services	Repairing Big Slide		68.00	(2)
Inv	09/02	T M Services	New Padlock		14.68	(2)
Ch	15/02	M White	Toilet Cleaning – February		72.55	
Ch	15/02	M White	Litter Picking – February		118.32	
Inv	15/02	Jim Lyle	Tree Planting – Playing Field		55.50	
Inv	21/01	SLCC	Regional Conference - Plymouth	13.00	78.00	(3)
Ch	08/02	Cllr J Tisdale	Travelling Expenses - Plymouth		60.50	(4)
Inv	24/01	PJ Williams	Grass & Hedge Cutting - Sept, Oct, Nov	62.18	417.48	
Inv	24/01	PJ Williams	Grass & Hedge Cutting - Dec	20.73	139.16	
Inv	24/01	PJ Williams	Grass & Hedge Cutting – Jan, Feb	47.37	284.24	
DD	22/02	EDF Energy	Electricity – Toilets (1/11 – 31/1)	2.16	45.26	(5)
DD	04/03	PWLB	Stithians Centre Loan 4		783.37	
TOTALS				£145.44	£5474.72	

Notes:

1. It should be noted that this figure includes for miscellaneous, telephone and travelling expenses. A detailed breakdown is appended to this report (Appendix 1).
2. These are all as agreed at the playing field Meeting reported under Item 15.1 on the Agenda.
3. Members agreed at the January meeting to my attending this conference on 9th February.
4. This is for attendance at a Localism & Planning Conference which was also attended by the Chairman and Cllr Nicholls.
5. Members will recall that I reported to the last meeting that I expected the quarterly invoices now to be in the region of £47. This was a slight over-estimate and brings the annual amount well within the 2011/12 budgeted figure of £350. This can now be reduced for 2012/13.

JV Calvert,
Clerk

8th February 2011

Appendix 1

STITHIANS PARISH COUNCIL

RECORD of CLERK'S EXPENSES - January 2011

Travelling

Date	From	To	Reason	Start	Finish	Miles	Cost £
11	Camborne	Stithians	Playing Field Meeting	38242	38258	16	6.40
15	Camborne	Stithians	Cemetery Meeting	38412	38425	13	5.20
31	Camborne	Falmouth	Meeting re Funding for Youth Shelter	38754	38779	25	10.00
						TOTAL	
						L	54
							21.60

Note: All are return journeys unless otherwise stated

Miscellaneous

Date	Item	Cost	VAT	Total £
20	AOL Broadband (December)	12.99		12.99
*	Telephone			
21		5.00		5.00
				TOTAL
				L
				17.99

Telephone Calls

* Telephone Expenses are claimed at the rate of £5 per Month (Minute 31/11/04 refers)

SUMMARY

Travelling	21.60
Miscellaneous	17.99

TOTAL EXPENSES FOR
JANUARY

£39.59

Additional Authorisation of Payments – February 2011

Decisions Required:

Members are requested to approve the additional payment shown in the table below in the sum of £428.00.

Report:

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

Type	Date	Payee	For	VAT	Total Amount	See Note
DD	1 st Feb	Fields in Trust	Subscription/Donation		35.00	(1)
Invoice	10 th Feb	CALC	Annual Conference	13.00	78.00	(2)
Invoice	11 th Feb	SLCC	Cemetery Management CD		27.00	(3)
Invoice	14 th Feb	3D Surveys	Cemetery Survey	48.00	288.00	
Totals				£61.00	£428.00	

Notes:

1. I overlooked this payment when reporting to your January meeting.
2. This expenditure was agreed at the January meeting in anticipation of the invoice. I omitted the VAT and therefore the cheque wasn't sent. I have now received the invoice and seek approval of the revised amount to include VAT.
3. I obtained this at the SLCC Conference on 9th February. It contains a wealth of information on cemetery management and Administration.

JV Calvert,

Clerk

15th February 2011