



REPORTS FOR JUNE 2011 MEETING

AGENDA ITEMS 11.1 & 11.2

Clerk's Report for Meeting on 21st June 2011

Summary of Decisions Required (Details in report):

1. To note the Parish Council's current financial position as detailed in the report.
2. To note the information provided re the Council Website.

Report:

11.1 Council's Current Financial Position:

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 14th June. It is early in the financial year and there are no significant variances at present.

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

11.2 Council Website:

I am pleased to be able to report significant progress with the website and I hope it will be "live" before the meeting. At the time of writing this report I was awaiting the transfer from the previous hosting company to the new one. I shall report further at your meeting as necessary.

JV Calvert,

Clerk

14th June 2011

Appendix 1 to AGENDA ITEM 11.1

STITHIANS PARISH COUNCIL

FINANCIAL STATEMENT for 2011 - 2012

EXPENDITURE

Financial Position as at 14 June 2011

Finance & Administration

	Budget	Spend to Date
s137 Expenditure - Donations	300.00	300.00
Grant to MVRG	0.00	0.00
Public Relations	200.00	0.00
Printing of "Spotlight"	500.00	0.00
Clerk's Gratuity	670.00	Transferred to Cler
Hire of Hall	500.00	0.00
Election Expenses	0.00	Monies held in Ger
Clerk's Salary	17,800.00	2,495.79
Clerk's NI (Employer's) Contributions	0.00	117.80
Admin Expenses	1,200.00	208.23
CALC Subscription	450.00	409.09
Soc of Local Council Clerks Subs	200.00	0.00
New Computer, Printer etc.	500.00	Transferred to Com
Internal Audit Fees	350.00	322.23
External Audit Fees	400.00	0.00
Chairman's Allowance	80.00	0.00
Subsistence & Travelling for Members	100.00	0.00
Insurance	1,850.00	1,498.42
E-mail for Chairman	0.00	0.00
Training for Clerk & Cllrs	800.00	0.00
Bank Fees	20.00	0.00
Parish Plan	0.00	0.00
Contingency Fund	200.00	0.00
Sub Total	26,120.00	5,351.56

Planning

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

Environment, Highways & Footpaths

Highway Verges	1,750.00	0.00
Litter Clearance inc Materials	1,600.00	255.10
New Churchyard Maintenance	650.00	104.00
Lower Churchyard Maintenance	750.00	120.00
PC Cemetery Maintenance	1,500.00	0.00
Toilet Cleaning & Materials	1,750.00	150.90
NNDR Toilets	400.00	162.41
Electricity - Toilets	350.00	42.50
Water & Sewage - Toilets	150.00	110.00
Footpath Maintenance Contract	2,300.00	242.66

Extra FP Maintenance & Waymarking	300.00	0.00
Toilet Repairs	500.00	117.53
Bus Shelter Maintenance	300.00	1.00
	<hr/>	
	12,300.00	1,306.10

Playing Field Maintenance

Caretaker	7,500.00	1,033.34
Water	150.00	59.28
Alarm System	175.00	0.00
General Maintenance Expenses	800.00	0.00
Grass & Hedge Cutting (P Williams)	1,470.00	0.00
Lease from Glebe	650.00	300.00
Insurance	0.00	Now included in Fin
Annual Safety Inspection	100.00	90.00
Signage for Playing Field	200.00	0.00
Pavilion Fund	0.00	0.00
Major Play Equipment Repairs	1,943.58	Transferred to P E
	<hr/>	
	12,988.58	1,482.62

Playing Field Development Project

Public Works Loan Board		
	Repayments on £50k Total Loans 1 & 2	
	3,679.94	694.63
	<hr/>	
	3,679.94	694.63

Development Fund

0.00 0.00

Resource Centre Development Project

Public Works Loan Board		
	Repayment on £20k Loan 3	1,566.74
	Repayment on £20k Loan 4	783.36
	<hr/>	
	3,133.48	783.36

GRAND TOTAL (For Precept) **58,272.00** **9,618.27**

Other Expenditure

VAT 101.78

Expenditure from Reserves

Playing Field Development Fund		0.00
Resource Centre Development Fund		0.00
Development Fund		0.00
General Reserves		0.00
Cemetery Fund		0.00
Pavilion Fund		0.00
Major Play Equipment Replacement Fund		0.00
Bus Shelter Fund		0.00
Computer Fund		56.04
OVERALL TOTAL EXPENDITURE	<hr/>	<hr/>
	58,272.00	9,776.09

Overall Total Income 58,272.00 28,175.13

Surplus/Deficit of Income/Expend.

0.00

18,399.04

Returned				
War Stock & Interest	09-Apr	2.58	0.89	
Bank Interest	01-May		54.46	
Bank Interest	09-May		1.30	
Refund from SWW	23-May			9.31
War Stock Dividend/Interest	01-Jun	37.78	56.33	

Appendix 3 can be obtained from the Clerk

AGENDA ITEM 12.1

<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>
PA11/00732 Mrs V Allaway	Struthal Farm, Hemiss	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			
PA11/00210 Mrs D Watson	Field 0048 Opposite Tremenheere Farm	Construction of Equestrian Building and Hardstanding	24/02/11	24/02/11	NOT SUPPORTED	17/03/11	02/06/11	Approved with Conditions	01/06/11
PA11/01263 Mr A Bostock	Polkanuggo Farm	Erection of Wind Turbine	11/03/11	11/03/11	NOT SUPPORTED	20/04/11			
PA11/08126 Mr M Hellier	The Coach House, Longdowns	Erection of log cabin	05/04/11	05/04/11	Support with Conditions	20/04/11	26/05/11	Approved with Conditions	25/05/11
PA11/02857 Mr J Holland	Penhalvean Pottery	Retention of chance of use of building from bottling plant to B* storage & distribution	19/04/11	19/04/11	Further information requested, then reconsider. Until then, NOT SUPPORTED	20/05/11	11/06/11	Approved with Conditions	09/06/11
PA11/02823 Mr & Mrs A Poor	The Paddocks, Penhalvean	Stationing of mobile home & construction of septic tank	20/04/11	20/04/11	NOT SUPPORTED	20/05/11			
PA11/02398 Large Diameter drilling Ltd	Rosemanowas Quarry	Construction of building for B2 use	19/04/11	19/04/11	Support with Conditions	20/05/11	08/06/11	Approved with Conditions	07/06/11
PA11/02932 Mr M Richards	Little Trolvis Longdowns	Construction of single storey extension to north elevation	03/05/11	03/05/11	Support	20/05/11	08/06/11	Approved with Conditions	07/06/11
PA11/02454 Mr P Badcock	Tregolls Cottage	Construction of Dwelling & Associated Works	20/05/11	20/05/11					
PA11/03777 Mr P Gluyas	Pencoose Farm	Construction of General Purpose Agricultural Building	25/05/11	25/05/11					

AGENDA ITEM 12.3(a)

PA11/02454 – Mr P Badcock – Construction of dwelling & associated works – Tregolls Cottage TR3 7BX.

Decision Required:

To support or oppose.

Recommendation:

Oppose.

REPORT:

Councillor Nicholls and I visited the site on 16th June and met with the applicant Mr P Badcock.

The application is for the erection of a proposed new dwelling attached to the main residence. The footprint of the existing building is 101 m² and the footprint of the proposed building is also 101 m². This would double the size of the building and we are therefore of the opinion that this constitutes a completely new dwelling in the countryside, as well as an overdevelopment of the site. We also note that a significant part of the footprint of the proposed development would be outside of the current curtilage of the property, which we believe would constitute a change of use from the present agricultural permission.

Although the answer to question 9 on the application form states that no new access would be created, we believe that the current access, which has been recently created, does not have planning consent and has resulted in the demolition of a large strip of Cornish hedge. The application does not include any foul drainage assessment, although mention of one being submitted is quoted on the application form, and therefore we do not have any evidence that the current system, to which it intends to connect, is capable of handling the additional load.

If this is classified as a small holding there is no agricultural certificate attached. We also have concerns that the Design and Access Statement states that an excavation business is run from the site and that an area is used for the storage of equipment and plant. We have serious concerns that the access to the highway is inadequate for this use. We are concerned that a separate application for change of use from agricultural to light industrial may also be required.

It also states in the Design and Access Statement that the reason for the application is so the applicant can be near his mother. However, the answer to question 17 states it is to be used for social rented housing!

We also noted that there are three mobile homes on the site, which all appear to be occupied. We are unaware of any planning consent for these. Subsequent investigations have revealed that an application, PA08/00555, for the siting of three mobile homes and the creation of a new access, was refused on 25 July 2008. In August 2008 four caravans were ordered to be removed from the site and protracted negotiations took place between Enforcement Officers and the Badcocks culminating in September 2010 with the file being closed as the caravans were being used for agricultural storage or incidental family use. We have serious concerns that there is no evidence of

this application and refusal on the attached History Card. Furthermore, we have grave concerns that the caravans are now being used for residential purposes and feel that enforcement action should once more be instigated.

Bearing in mind the previous planning history and our foregoing comments, we recommend that this is not supported and that enforcement proceedings are re-instigated, and request that an enforcement officer visits the site as soon as possible with regard to these continuing breaches.

Should the Planning Department be minded to support this application, we would request that Stithians Parish Council be consulted prior to any decision being taken, so that we can request conditions under a section 106 agreement, as offered by the applicant.

Cllr P Tisdale

16th June 2011

AGENDA ITEM 12.3(b)

PA11/03777 - Mr P Gluyas – Pencoose Farm - Construction of a General Purpose Agricultural Building

Decision Required:

To support or oppose.

Recommendation:

Support.

REPORT:

Councillor Tisdale and I visited the site on 16th June and met with the applicant Mr P Gluyas.

The application is for the erection of a General Purpose Agricultural Building at Pencoose Farm. Pencoose Farm is one the larger farms within the Stithians Parish and already has an extensive number of agricultural buildings. With the continued expansion of the business the need has arisen for an additional general purpose agricultural building/barn for the storage of straw. The total footprint of the proposed building will be 600 sq m, being 49m (140ft) long by 14m (50ft) in width with a height of 8.9m (22ft). The building will be of typical barn construction i.e. a steel portal frame with timber purlings and the roof clad in 6" corrugated natural grey sheeting. Access to the barn will be via an existing concrete farm road.

The proposed building will be sited to the rear and adjacent to the existing farm buildings. As the land rises to the rear of the existing buildings a degree of excavation is required to create a level site this will in effect lower the visible profile of building. In addition the building is bounded by an existing hedge and trees and is unlikely to be visible from any of the adjacent roads.

The proposed building would appear to be compliant under the 'permitted development rights, Class A' of the Town and Country General Development Order 1991.

Our only concern with the building relates to the drainage facilities, both rainwater and foul water.

Cllr R Nicholls

17 June 2011

AGENDA ITEM 12.5

Clerk's Report for Meeting to be held on

21st June 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.

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

I reported to your April meeting that it was hoped that a decision on how to proceed would have been made by 21st April. I advised that my breath was bated but not held, which was fortuitous as, by 10th May I had heard nothing further. I therefore sent a reminder on that date. I sent yet another reminder on 9th June and have been informed that the case is now being reviewed by yet another officer in the Legal Department, Chris Tofts. The Principal Legal Officer, Liz Dunstan will review progress on the case when she returns from leave on 20th June. She has informed me, however, that much of the information surrounding this case should not appear in the public domain.

Carncrees Farm (CS/EN08/00396):

This remains 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.

Having heard nothing, I requested an up date on 14th June. I have now been informed that this case is that which I have been reporting as Hatchintan. This will be rectified in my next report.

Kennall Mill (GR/EN10/03560):

This also remains as previously reported: *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.*

Having heard nothing further, I requested an update on 9th June.

Four Acres, Carn - Mr J Burton (KAS/EN11/00068):

I reported to the May meeting that I was awaiting information on Mr Burton's response to a recently issued Planning Compliance Notice and that I had requested an update on 10th May. I further reported that I was informed on 13th May that CC were still waiting for the response. I asked how long he would be given. Not having received a response, I sent another e-mail on 14th June, in response to which I was informed that it was due by 22nd June. If no response is received a reminder will be hand delivered on 25th June.

I was informed on 16th June that Mr Burton had visited the CC Offices with his PCN reply. He confirms he has lived in the stable since November last year. Due to his age and health he has been asked to produce a Doctor's note to consider his circumstance prior to any enforcement action. I will be updated when that is received. Apparently he is going to the Nurse this week and will ask for a letter. I am informed he is "working with us and is happy for us to visit and discuss further" so Kirsty Smith will "pop in at the start of July if we have not received the doctors note by then".

Kirsty is at pains to explain that they have to be fair and considerate and have time at this stage to be thorough. She would hate to loose at an appeal on what would be obvious had they taken care at this early stage.

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 was informed just after the April meeting that the caravan was still there and informed Cornwall Council accordingly. Having received no response, I requested an update on 10th May.

I reported to the May meeting that I had been informed that the caravan was allegedly for use when attending horses that were foaling and that the owner had been asked why the caravan was there without planning permission.

I requested an update on 14th June.

Struthal Farm, Longdowns:

I agreed at the May meeting to include this item in my report. It relates to the continued use of the café beyond the date of 20th September 2010 stipulated in the planning approval and the stationing of two mobile homes on the site.

The case as regards the continued use of the café (EN10/04332) was closed when a planning application was received in February but this application has never progressed and no longer appears on the Cornwall Council website.

The residential caravans were observed at the SPC site visit in connection with the planning application and, although reported to the planning officer at the time, I'm not sure if enforcement action was taken as there is no record of a case on the CC website.

I reported both matters on 14th June.

Regarding the operation of the café, I have been informed that no enforcement action will be taken whilst there is a planning application under consideration. I have questioned whether it is, in fact, under consideration in view of the fact that it no longer appears on the website and have been informed that application is currently invalid. The Case Officer met the applicant on site back in March and ran through a number of issues that needed to be addressed to enable the application to be progressed. There appears to have been little progress since. I have asked when a planning application is expected.

Regarding the caravans, I have been informed that the site was visited when two agricultural buildings were observed along with two caravans, one being used for domestic storage and the other being a horsebox style unit next to a stable building. I am not convinced that these are the caravans observed at the site visit and sought clarification on 15th June. Kirsty Smith has informed me that she will check it out within the next week.

Crane Garage, Longdowns:

Members will no doubt recall that some time ago, the activities at this location were reported to Cornwall Council and they decided upon no action. The operators are still, however, parking vehicles on the verges outside the premises, several obviously not having moved for some considerable time to such an extent that the place has become a real "blot on the landscape". Although at the time Cornwall Council decided that the premises were not operating as a scrap yard, cars are certainly being dismantled and it is suspected that oil from engines removed from vehicles and left lying around is being allowed to soak into the ground.

I shall be pleased to receive Members' views and further instructions on the matter.

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

JV Calvert,

Clerk

16th June 2011

AGENDA ITEM 12.6

Clerk's Report for Meeting to be held on 21st June 2011

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:

Although Yvonne Toms has informed Kevin Twigger that she has been speaking to the solicitor about revisions to the Hiring Agreement, there appears to be little progress in the actual publication of the said document. She has informed him, however, that the forthcoming Truck Show (I don't know when it is) will be informed that they must comply with the following, which will form part of the new Agreement when it is finally produced:

"To keep noise at a reasonable level so as not to cause any nuisance or annoyance to people living in the area and the public at large and in that regard to orientate all amplification speakers in a North Westerly or North Easterly direction or in such other direction as the Association may require from time to time"

"The Hirer will not permit any amplified music or entertainment after 11pm"

I do not expect any progress on the matter of preparing a new Hiring Agreement this side of the Show!!!

JV Calvert,

Clerk

14th June 2011

AGENDA ITEM 12.7

Notes from 'The Developers Viewpoint' Training, 7th June 2011, County Hall

Decisions Required:

To Be Noted

Report:

On the 7th June Cllr P Tisdale and I attended the training session 'The Developers Viewpoint' at County Hall. The presentation cast an interesting light on what drives development, mainly financially, and there were some interesting insights which I now wish to share for discussion and debate.

First, was the illumination to us with regards to options on land. In simple terms, a landowner will grant a property developer an option for a fixed number of years to purchase their land. The eventual sale price is usually set at a percentage of market value with consent for development. As part of the deal, the developer will undertake to promote the site for development through the planning process. This brings up the issue that the 1000 home 'eco' village in Rame will potentially come back in a few years as we do not know how long the options on the land are.

Second was with regards to the Parish Plan and the Localism Bill. Parish Plans are not considered as policy and so carry little weight when it comes to planning. The Localism Bill, instead, has introduced a Local Development Plan (LDP), which Parish Councils can undertake. The difference between the two is that the LDP is adopted as policy by the County Council/Unitary Authority to enable parishes to shape where and how areas in the parish are developed. It was discussed, and some Parish Councils that are part way through their Parish Plan, as we are, have postponed further work on it until November to enable them to use the consultation data instead to go towards the LDP, and Andrew England from Planning commented that this was probably the correct way to go about doing things.

Cllr J Tisdale,

13th June 2011

AGENDA ITEM 12.8

PLANNING TRAINING

Clerk's Report for Meeting on 21st June 2011

Summary of Decisions Required (Details in report):

1. To decide upon attendance at Planning Training relating to Building Control.

Report:

At the May meeting it was agreed that Cllrs P Tisdale, Miss J Tisdale, R Nicholls and myself would attend Planning Training relating to Building Control at County Hall on 20th March 2012.

This is the date of a Parish Council meeting and we therefore need to make alternative arrangements.

The choices are:

Penzance – Thursday 8th September 2011

Mullion – Thursday 24th November 2011

St Austell – Thursday 28th July 2011

Bude – Monday 5th September 2011

JV Calvert,

Clerk

14th June 2011

AGENDA ITEM 13

CLERK'S REPORT FOR MEETING TO BE HELD ON

21st JUNE 2011

PROVISION OF ADDITIONAL CEMETERY SPACE

DECISION REQUIRED:

To note and approve the content of this report.

REPORT:

A meeting of the Cemetery Working Party took place Friday 17th June attended by the Clerk and Councillors Mrs A Kippax and Nicholls.

The Clerk had prepared a draft scheme based upon a semi-circular layout with the diameter along the north western boundary.

It was apparent that, in order to produce a good layout, the footpath presently crossing the site (FP231/12/3) would have to be diverted along the south eastern boundary, still within the cemetery.

It was agreed that a layout should be prepared based on the semi-circular pattern and incorporating the footpath diversion. Unfortunately, I do not have the facilities to be able to produce electronic drawings and so at the present time all drawings are in hard copy only. It is envisaged that, once the layout is agreed, it will be put onto the survey drawings (at a cost, of course!)

I anticipate being able to present a drawing of the proposals for approval at the July meeting following which a meeting will need to be arranged with the neighbours before submitting a planning application. The footpath diversion can be applied for in conjunction with the planning application.

In the meantime I have sought advice as to exactly how much detail will be required in the planning application and, at the time of writing this report, was awaiting a response.

JV Calvert,

Clerk

20th June 2011

AGENDA ITEM 14.1

ENVIRONMENT FOOTPATHS AND HIGHWAYS PORTFOLIO REPORT FOR JUNE 2011 COUNCIL MEETING

DECISIONS REQUIRED:

- A That the Clerk contact Coastline about maintenance of the boundary hedge on Collins Parc and Crelow Hill and the footpath behind the garages exiting onto Crelow Hill opposite Crelow Terrace.**
- B To ask Roger Strick to quote to repair the stile on 231/7/8 urgently using locally available materials to a maximum cost of £40.**
- C To liaise with Cornwall Council on footpath signage, providing thirty waymarking signs, replacing Public Footpaths signs where missing and undertaking works as the highways authority as detailed in this report.**
- D That the Clerk request Cornwall Council to install a litter bin at the Foundry Hill bus shelter.**
- E Ask CC to remove the fly tipped materials from the proximity of the lay by on Buller Downs.**

REPORT:

- 1 I had a meeting with Ted Vincent who provided me with some useful handover notes. I thank him for his unstinting work while he held the portfolio
- 2 **HIGHWAYS:** We need to follow up the myriad of highways issues. Some patching has been done but seemingly randomly.
- 3 Much yellow paint has been applied which seems to refer to the 2012 work programme? I suggest we contact Highways to try and get a handle on what they will do and when.

- 4 I have reported the flooding at Pelean Cross and near the milestone nearer Stithians by e mail. CC reply that they have notified the Highways Steward.
- 5 I have reported flooding at the junction of Gonorman and Wood Hill. No response yet.
- 6 The bit of hedge between Three Turnings and Tregonning has been neatly repaired. Presumably done as a result of the damage by a lorry which took a big chunk of hedge away.
- 7 **Collins Parc:** The hedge on the Crelow Hill boundary needs cutting again. There are
brambles everywhere. The same applies to the path behind the garages exiting to Crelow Hill opposite Crelow Terrace. Coastline have agreed over and over again to do it every four months but rarely do so without being chased.
- 8 **Collins Parc:** The roads within the estate have been resurfaced. These are highways as I recall? Whose initiative was it to get this done? Parish Council?
(CLERK: No!)
- 9 **Tregolls:** We need to enquire of Highways about the works to dispose of runoff. Cllr Plummer agreed to provide funds according to Ted but no action. The driver of this issue seems to be that Mr Jewell has made a hardstanding for his staff vehicles and machinery which facilitates the delivery of runoff to the highway. The planning consent for that building included conditions to prevent pollution of the water course which runs along the Tretheague boundary of the site as well as prohibition from the housing of livestock.
CLERK: Cllr Plummer has chased Andy Bartle, who has replied as follows:
Please accept my apologies for the delay in response.
Please contact the landowner re the drop kerbs across the entrance. The additional drain issue I will drop into the side of the existing culvert.
I will have some pricing for your drainage and kerbing works by the end of the week, with a view to getting works programmed for the summer months.
- 10 **Toilets:** Urgent works are in hand to bring back into use. I propose that we reconsider the issue of seasonal closure. They deteriorate when not used and undetected faults can cost significant money, e.g. water leakages. We pay the contractor for opening closing and maintaining them so I see no reason not to have them open year round. The matter of hours of opening has been well managed by Michael and is best left to his discretion in my experience. **CLERK: The decision to close was to save on maintenance costs and M White is supposed to increase his litter picking duties to compensate for not looking after the toilets.**
Regarding the Urgent works referred to, see my report under Item 14.2.

11 **Fly tipping:** Seen at the top of Ivyhouse Hill to Buller Hill both in the layby and, as



before, over the hedge.



12 **Fingerposts and Milestones:** what is needed to get this repainting work done? A tender document and invitation from contractors to bid on the work? I am happy to assist with that where I can. Wendron have been busy painting again.

13 **Street Lights:** The new wonder street light management system still works such that several lights are on all the time. This no doubt justifies the expenditure in changing the lamp heads and fitting and running the new broadband managed system. This has been like this now for three years if I am not mistaken and CC seem uninterested in doing anything to improve it. That the system was meant to be energy saving is risible. How this is better than having photovoltaic cells which switch the lights on and off according to prevailing conditions is hard to grasp. Can we get them to improve the system so that it works at least well as that which it replaced? **CLERK: I tried at the time of the installation and again about six months later but my head started hurting when it kept hitting a brick wall so I see no point in trying again!**

14 **ENVIRONMENT:** The Foundry Hill bus shelter is not provided with a litter bin. We need to ask CC to provide one. It is not surprising there is litter if there is no litter bin. The nearest one is on the opposite side of the road and from my observations of its contents is quite well patronised. **CLERK: CC have informed us when asked about another location that the only way they will provide a new bin is if we forego an existing one to keep the overall number the same. Michael White's Specification states that he is supposed to clean the shelter.**

15 **Institute Notice Board:** This looks tatty. I am happy to do the work if Council will pay for the materials. Some wood essentially. I am happy to also give it a coat of paint. I worked on this previously.

16 **FOOTPATHS:**

16.1 **Mill Lane:** We have funds set aside for this. What is needed to progress it? **CLERK: Time, Manpower and someone to co-ordinate it. It is something else that I haven't had time to do because of other more pressing work.**

I am happy to do what I can. We were stuck on getting a supply of planings last time I looked. Having inspected it there remain about 150 yards needing resurfacing. There are three or four leaks in the leat which were they repaired would stop the erosion of the lane. This is still an unclassified county road. The bridleway gate at the waterworks entrance has been damaged, by a vehicle delivering to SWW according to Cllr Potter. We need to ask them to repair it particularly as the cattle grid is also damaged and difficult to cross. I have asked Roger Strick to give me a quote so we can try and get SWW to pay for its repair.



16.2 **Tresevern Croft** to Waterworks bridleway surface is bad especially at the waterworks end. Currently, due to the dry weather it is passable. This provides an opportunity to improve the drainage so that it does not become impassable when wet. I suggest asking Roger to quote us for the relevant works and seek funding from County. Most of this bridleway is still an unclassified county road.

16.3 **Tory bridleway:** the surface is still muddy (even now) and clearly in wet weather will still be impassable. There are drains visible on the Roseath (i.e.

downhill) side which were they cleared would ameliorate the situation. After three days modest rain it is a quagmire again today (13/6) County are responsible as Highways Authority. How can we get them to do the work?

17 Footpaths signage:

- 17.1 I have asked Joy Thomas for a list of the places where waymarks are needed which she has agreed to do. Need to get more signs from CC.
- 17.2 Some Public Footpath signs are missing others unserviceable. Little Plymouth end of 231/22/1. Tubbin Hill end of 231/23/1. Roseath end of



231/27/1.
sign.

Tory Bridleway

18 **Definitive map:** No progress seems to have been made with this despite a series of meetings at one time. Can we enquire if Mr Fletcher is still the relevant officer and if so organise a meeting with him.

19 **Damaged stile:** Ted advises that one of the stiles on 231/7/8 is cracked where people step on it. It can be reinforced from below with some suitable stones and perhaps some cement. Roger quotes us a maximum of £40 for this urgent work which I seek your approval for.

Thank you

Cllr James Biscoe

HIGHWAYS ENVIRONMENT AND FOOTPATHS

CLERK: There are several recommendations within the report that do not appear under "Decisions Required". I suggest that Members decide which of the recommendations to accept and that regular meetings once again take place between the Clerk and the Portfolio Holder prior to each PC meeting in order to produce a co-ordinated report.

AGENDA ITEM 14.2

SIGNAGE

DECISION REQUIRED:

To enquire which signs are allowable and which not and to initiate action through the appropriate organisations to rectify the situation.

REPORT:

- 1 The Clerk received a complaint from a parishioner about the rash of new roadside signs which have appeared in the parish
- 2 Having looked round the signs are mainly commercial in nature. Some are temporary, such as for an open day or selling an house. Others are clearly permanent. Some samples follow;



The Highways sign saying Stithians Dam is missing and needs replacing.







These are only a few representative samples.
Thank you

James Biscoe
ENVIRONMENT HIGHWAYS AND FOOTPATHS

AGENDA ITEM 14.3

**Clerk's Report for Meeting to be Held on
21st June 2011**

TOILETS

SUMMARY OF DECISIONS REQUIRED (Details in Report):

- 1. To note the report and approve the content thereof.**
- 2. To ratify the Clerk's instruction to Tyrone Martin to pressure wash the inside and outside of the toilets at a cost of £62.50.**
- 3. To ratify the Clerk's instruction to Tyrone Martin to install a hose adaptor at a cost of £21.38.**

- 4. To defer the clearing of moss from the roof of the toilets until later in the year.**
- 5. That the Portfolio Holder instruct Michael White to carry out the work listed under items 4 to 11 in the report.**

REPORT:

Following decisions taken at your May meeting, the Portfolio Holder has been in consultation with both Tyrone Martin and Michael White and has agreed with them the work necessary to open the toilets.

Members have already agreed a price of £122.10 from Tyrone Martin for providing new signs, replacing the exterior light and repairing the guttering but the following is also necessary:

- 1 Pressure wash inside and outside of building.
- 2 Fit hose adaptor tap to pipework in disabled to facilitate pressure washing and other cleaning.
- 3 Apply chemical to roof to kill moss, remove dead moss (this will stop gutters blocking so often).
- 4 Ladies: new toilet roll holder.
- 5 Make good small defects in walls inside and paint where damaged.
- 6 Clean all interior paintwork, walls and woodwork.
- 7 Repaint cistern boards in ladies (2).
- 8 Repaint floor in disabled.
- 9 Secure urinal cistern to wall (three pipe clips, metal).
- 10 Replace window catches on top lights (2) in ladies.
- 11 Fit soap dispensers in ladies and gents (2).

Tyrone has submitted quotations in the sums of £62.50 and £21.38 for 1 and 2 respectively and, under the agreed scheme for accepting quotations from Tyrone, I have instructed him to go ahead with this work.

As 3 is not vital as far as opening the toilets is concerned, this can be delayed until later in the year when Tyrone will have more time to be able to do it.

Michael White has offered to do the remainder of the work for £80 with the necessary materials being obtained from LA Phillips on the Council's account.

JV Calvert

Clerk

16th June 2011

AGENDA ITEMS 15.1 – 15.3

Clerk's Reports for Meeting to be held on 21st June 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 Rugby Club.**
3. To note information provided relating to the Youth Shelter and to make any decisions that may be necessary in the light of information provided.

Reports:

15.1 Playing Field Meeting:

The attached notes (Appendix 1) of the Meeting with the Playing Field Caretaker held on 14th June form the basis of this report and Members are asked to approve them and any financial implications contained therein.

15.2 Rugby Club:

I have heard nothing further whatsoever from the Rugby Club.

15.3 Youth Shelter:

I hope that Andy Huddleston will have reported on this matter earlier in the meeting. Members may now wish to consider the matter further.

JV Calvert,

Clerk

14th June 2011

Appendix 1 to AGENDA ITEM 15.1

NOTES OF PLAYING FIELD PROGRESS MEETING HELD ON

TUESDAY 21st JUNE 2011

Present:

(NP) Councillor N Potter – Playing Field Portfolio Holder

(JT) Councillor Miss J Tisdale – Assistant Playing Field Portfolio Holder

(JVC) John Calvert - Clerk

(TM) Tyrone Martin – Playing Field Caretaker

Apologies:

None

Notes of Meeting:

It was noted that JT would be unable to attend future meetings as she had secured full time employment. JVC advised that the matter would be raised at the next PC meeting.

As has become normal practice, the notes of the previous meeting, in this case, 10th May 2011, were used as an agenda with any other items included at the end or as necessary.

1. Caretaker's Store:

The situation remains the same:

As previously advised, the Rugby Club have indicated that they hope to be able to accommodate a storage facility for the use of the Caretaker within their proposals for a new pavilion. An area of 20ft x 10ft with double access doors would be adequate for his needs. No further discussion has taken place but the need will be borne in mind by the PC in negotiations with the Rugby Club.

2. Fencing to Ennis & Carbis:

TM advised that more fencing was needed than had been agreed. It was agreed to discuss the matter on site at the July meeting.

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. Litter Bins:

TM advised that he had secured the bin near the children's play area at a price agreed with JVC of £20. Invoice to be submitted in time for the next PC meeting. TM advised that he had not secured the bin at the skateboard park as, since it had been removed, no litter had appeared. He would monitor the situation and liaise with JVC.

5. Acceptance of quotes:

The procedure agreed by the PC at the May meeting was now in place and has been used to good effect.

6. Signage:

TM advised that the tennis court sign was ready and showed it to the meeting. JVC advised that he would ask Cllr Biscoe to liaise with all parties to ensure that the transfer of the key from the Mill to the Spar Shop coincides with the erection of the sign.

JVC advised that Cllr Nightingale had suggested that the signs in the playing Field should perhaps be more "user friendly" and more welcoming. It was agreed that Cllr Nightingale should be asked to submit his ideas for consideration at the next meeting.

7. Annual Safety Inspection:

The 2011 report was considered at the May meeting. It was noted that the only "high risk" item was the slide. The comment in the report was exactly the same as last year, despite the fact that the matters of concern had been addressed. It was also noted that the comments relating to all the unresolved items were exactly the same as last year and raised the question as to how much was actually inspected. It was agreed at that meeting that JVC would raise the matter with Digley Associates. This he had done but had had no response. It was agreed that the PC should "vote with its feet" next year.

It was agreed that a site visit would take place at the July meeting to consider what work was necessary.

8. Life Expectancy of Play Equipment:

The following information 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.

9. Inspection Report dated 3rd June 2011:

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

- *Fence Needs Repairing:*
This is the fence to Ennis & Carbis reported in Item 2 of these notes.
- *Junior Swings:*
Movement in the top joints will be investigated. TM advised that two metal plates were needed. Quotation to be provided.
- *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.
- *Climbing Wall:* The missing boards had been replaced at a cost of £22.40 under the agreed scheme of acceptance. TM submitted his invoice.
- *Toddler Safety Gate:* Two new hinges had been installed under the agreed scheme of acceptance. TM to submit invoice in time for the PC meeting.
- *Tennis Court:*
TM advised that he had completed the moss clearance, and that he had obtained paint and would be carrying out white lining soon.

10. Other Matters:

a) Tennis Court:

The matter of the key is covered under item 6.

Once the key is transferred to the Spar Shop, the small access gate would be permanently secured and TM would be provided with a key.

b) Use of Playing Field for Wedding Receptions:

JVC advised that the PC had instructed him to investigate this matter further. To date he had only had time to contact Bob Mears who had advised of the procedure as regards licensing. No other investigations had been carried out because of other commitments.

c) Use of Playing Field for Royal Wedding Celebration:

JVC advised the May meeting that the event had been a great success and he had received a letter of thanks from the organisers. He had been informed that it was hoped to repeat the event for the Queen's Jubilee celebrations in 2012.

d) BMX Track:

JVC advised the May meeting that he had received a complaint that the track was in need of strimming and that there was a fallen tree. TM had investigated and the necessary work had been carried out although he had found no fallen tree.

12. Next Meeting:

The date of the next meeting was agreed as Tuesday 12th July 2011 at 2pm.

John Calvert,

Clerk

16th June 2011

AGENDA ITEM 18.3

MINING VILLAGES REGENERATION GROUP

DECISIONS REQUIRED: To note this report and its contents.

REPORT:

- 1 Meeting held on Thursday 2nd June at St Day attended by the Chairman, the Clerk and myself.
- 2 John Newcombe was elected Chairman for the year ahead this being the AGM.
- 3 Ashley Wood was elected Vice Chairman *in absentia*.
- 4 It was noted that Ted Vincent had retired from SPC
- 5 It was noted that the Stithians Vicar is now responsible for eight churches and suggested that this might offer scope for widening the Historic Churchyards scheme.
- 6 It was agreed to send the contact details for Claire Wynn to the MVRG Clerk to enquire if Claire would audit the MVRG accounts.
- 7 It was noted that MVRG has modest funds in hand and that as the nature of the work it does seems to be changing to that of an advocacy group on behalf the its constituent parishes that it would not need more funds for a while. If and when more funding is sought a request, synchronised with the budget cycle will be made to Parishes.
- 8 It was agreed that a brief annual report would be prepared by the MVRG Clerk on the various projects which MVRG has assisted in the previous year
- 9 A discussion ensued preparatory to the CNA meeting which followed the MVRG meeting which was useful to the members in exchanging views and information on the items for the CNA Meeting. It was agreed that such a caucus serves a useful purpose.
- 10 Next meeting 4th August at Mills Hall Carharrack

Cllr James Biscoe

Environment Highways and Footpaths Portfolio Holder

AGENDA ITEM 19.1

MEETING OF COMMUNITY NETWORK AREA

THURSDAY 2ND JUNE 2011

AT ST DAY ENTERPRISE CENTRE

DECISIONS:

To note the content of this report.

REPORT:

- 1 This meeting was attended by the Chairman, Clerk and myself, it following immediately from the MVRG meeting
- 2 Cornwall Cllrs Kaczmarek and Clayton attended.
- 3 **ROYAL CORNWALL HGOSPITALS TRUST:** A presentation was made by a Mr Simon Rix from Royal Cornwall Hospitals Trust about the possible changes to the governance of the Trust.
- 4 Essentially HMG want all hospitals to become foundation trusts for reasons which are not immediately clear.
- 5 It was suggested by Mr Rix that if RCHT did not become a foundation trust that it might either be taken over by Royal Devon and Exeter or a private company. When challenged on these assertions he was less sure of himself.
- 6 They are seeking members. This is a curious arrangement whereby 5,000 people of eleven years of age and above are sought to sign up as members of the Foundation. It seems that these members will then be a sounding board on the performance of RCHT. Members will also be eligible to become Governors. The process by which members emerge was not clear. He suggested that anyone could just sign on. However, he then qualified that by saying that the membership must be representative of the population served.
- 7 There was then reference to post codes and population cohorts, the young, the aged and those in between. This seemed to suggest that someone or some organisation was going to ensure that the membership is representative. The potential for manipulation and for the membership to be taken over by some pressure group was noted. The National Trust and Women's Institute were mentioned. Curiously the speaker referred to the National Trust as a governance model. That the Members of the NT get free parking at all NT sites was commented upon.
- 8 The speaker spoke about making RCHT more accountable. When asked accountable for what he was less sure and seemed to want us to believe that the Membership and Board would be holding RCHT to account for medical, administrative, financial, staffing and all other matters relating to the management of hospitals. This seems somehow unlikely.
- 9 Reference was made to quality. The same issues apply. Quality of what?

- 10 A vision was referred to which did not include preventative medicine. The speaker suggested that preventative medicine is not the remit of RCHT but rather Primary Care Trusts which, if I am not mistaken are being abolished?
- 11 *CONCLUSION*: Essentially they were part of an awareness programme initiating the recruitment of members as far as could be determined. It was clear that the details of what is to be achieved and how were not yet fully worked out.
- 12 **HOUSING PROVISION**: A further presentation was made by Mike Clayton and some officers about the provision of affordable housing.
- 13 Essentially they are looking for exception sites to build more houses on Greenfield sites. Members will recall agreeing that as part of the response to the Core Development Strategy, Stithians Parish Council did not favour Greenfield development in any shape or form.
- 14 The premise upon which this initiative is based is the 19,000 names on the combined housing register for Cornwall.
- 15 People could be registered in more than one parish so there is scope for double counting.
- 16 The presenters waved around a consultation document but could not provide us with a copy. Checking back in the records, SPC responded to a consultation on affordable housing last year. The consultation did not address the mechanisms by which the strategy would be delivered.
- 17 Essentially the scheme is that land would be provided by a landowner who in return would get a proportion of that land back with planning consent as building plots for the landowner to sell on the open market. A cynic could see this as selling planning consent but I am sure CC would not agree. The exact proportion of the land which would be returned to the landowner was not fixed as far as could be ascertained.
- 18 It was proposed that the affordable housing would have the usual cascade of local needs caveats. It was noted that this process, while worthy, was not robust in that in many cases by the second or third change of ownership the property was no longer significantly restricted to local needs.
- 19 The definition of local was discussed. Several speakers referred to people who were born in a parish having a strong local connection. When the officer read out the conditions from the consultation document birth was not mentioned.
- 20 It seemed that those with a local connection but who no longer lived in a parish would be included. The length of qualifying residence and the length of time after leaving that one could claim this benefit were not clear or what the qualifying conditions are. Then one officer agreed that when such a scheme starts moving in a parish that applicants emerge from the woodwork as it were.
- 21 The matter of whether this process of rural exception sites was going to expand village envelopes was raised but not clearly answered.
- 22 The issue of affordable was discussed but no definitive figures stated. When this was previously looked at in late Kerrier days it amounted to a joint income between a man and wife or £37,000 per annum which at that time was agreed as unlikely to be

the case amongst young people starting out in Cornwall. Is it likely that the requirement will have become less in the past few years?

- 23 The officer admitted that when looking at numbers they merely took into account those names (which are confidential) of people who had their names down for a parish and took no account of whether they were eligible until later in the process.
- 24 It was suggested that eligibility and capacity to fulfil the criteria (i.e. incomes, deposit etc) should be looked at from the outset to avoid planning or building houses which there then proved to be no suitable buyer for. Need and demand are different things. Need is what is desirable demand is what can be economically facilitated.
- 25 Mike Clayton pointed out that the restrictions on sale of the properties to local needs buyers meant that there are difficulties with provision of mortgage facilities by banks/building societies.
- 26 It was agreed that there would be a need to ensure that supporting services and facilities are available before starting out on a scheme. Schools, sewage works, bus services, parking, waste disposal and so on.
- 27 This scheme is clearly also a work in progress and far from fully worked out.
- 28 **CONCLUSION:** It is difficult not to conclude that Cornwall Council are trying to kick start the economy by unleashing a new round of building starts. While that may be a tenable objective that the mechanism involved requires the sacrifice of seemly unrestricted quantities of Greenfield sites is not desirable. The notion that this amounts to consumption of economic capital is hard to avoid. The question as to where the 19,000 people on the housing register are currently accommodated was not asked. They are not all living on the streets.
- 29 **ACTIVE PARTNERING:** Somewhat late in the day this matter was reviewed by Mark James. He could offer little by way of progress. Seemingly Cornwall Council has been in something of a state of flux and is once again reorganising. There are staff changes of which he would advise Clerks in due course.
- 30 **CONCLUSION:** The point was made, and agreed by all Parishes, that delegation of service provision in many cases could be beneficial both in terms of improving the service and making it more economic. However, as has been emphasised over and over in the protracted process of establishing these networks, resources must accompany services. It is no use asking Stithians Parish Council to take on the maintenance of the old churchyard (for instance) if no money is forthcoming to meet the costs.
- 31 To expect parishes to meet such costs out of parish precept while provision is still made in council tax paid to the principal authority is double taxation. The officers noted this but offered no information on if and when a workable arrangement might be forthcoming. They again referred to a menu of service options and so on, but no sign of progressing beyond that.
- 32 **Next meeting:** 4th August 1415 at Mills Hall, Carharrack.

Cllr James Biscoe

ENVIRONMENT HIGHWAYS AND FOOTPATHS PORTFOLIO HOLDER

AGENDA ITEM 20

Clerk's Report for Meeting to be Held on

21st June 2011

Correspondence Received

SUMMARY OF DECISIONS REQUIRED (Details in Report):

- 1. To agree to the use of the Playing Field by the Church for the annual Tea Treat on Sunday 10th July, subject to the usual conditions.**
- 2. To decide whether or not to make a donation to Tanya's Courage Trust.**

REPORT:

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

<i>Date</i>	<u>Type</u>	<u>From</u>	<i>Subject</i>	<u>Action Taken/Requested</u>
<i>30th May</i>	E-mail	Church Warden	Tea Treat	See Section 1 of Report
<i>7th June</i>	Letter	Tanya's Courage Trust	Donation	See Section 2 of Report

1. Mollie Pascoe is seeking consent for the annual Tea treat to be held on the Playing Field on Sunday 10th July. This is an annual event and has always been permitted in previous years.
2. Attached as Appendix 1 **(Copy may be obtained from Clerk)** to this report is a self explanatory letter from Tanya's Courage trust asking for a donation towards their work. Members are asked to consider the request.

JV Calvert

Clerk

14th June 2011

AGENDA ITEM 20(A)

Clerk's Additional Report for June 2011

Correspondence Received between Report & Meeting

SUMMARY OF DECISIONS REQUIRED:

- To decide upon attendance at County hall on 11th July to meet the Leader of Cornwall Council and his Cabinet.

REPORT:

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

<i>Date Received</i>	<i>Type</i>	<i>From</i>	<i>Subject</i>	<i>Action Taken/Required</i>
20 th June	<i>E-mail</i>	<i>Cornwall Council</i>	<i>Meet the Leader</i>	<i>See Section 1 below</i>

1. There is an opportunity to meet and talk to Alec Robertson, the Leader of Cornwall Council and his Cabinet at County Hall on Monday 11th July at 7pm.
"The events are an opportunity to chat with Alec and members of his cabinet, to ask questions and let them know what is important to your community.

Alec would also like to take the opportunity to let you know about how we are performing as a new unitary authority.

This event will be part of other conversations taking place, across Cornwall, throughout July with other groups and organisations. More information is available in the attached information sheet about Cornwall Conversations."

Further information is contained in Appendix 1(**Copy may be obtained from Clerk**) to this report.

The invitation is to all Members and the Clerk and I shall be pleased to learn who will be attending.

JV Calvert

Clerk

21st June 2011

AGENDA ITEM 22

Authorisation of Payments – June 2011

Decision Required:

- 1. To approve payment of the sums shown in the report totalling £3,399.22 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.

<i>Type</i>	<i>Date</i>	<i>Payee</i>	<i>For</i>	<i>VAT</i>	<i>Total Amount</i>	<i>See Note</i>
Ch	21/06	Clerk	June Salary		1053.36	(1)
Ch	21/06	Clerk	May Expenses (Appendix 1)		80.89	(2)
Ch	21/06	HMRC	Clerk's Tax & NIC under PAYE		507.07	(3)
Ch	21/06	T M Services	Playing Field Caretaker – June		516.67	
Ch	21/06	T M Services	Cemetery Maintenance – June		52.00	(4)
Ch	21/06	T M Services	Lower Churchyard - June		60.00	
Inv	13/06	T M Services	Repairs to Climbing Wall		22.40	(5)
Ch	21/06	M White	Toilet Cleaning – June		75.45	(6)
Ch	21/06	M White	Litter Picking – June		123.05	(7)
Inv	07/06	Roger Strick	Footpath Maintenance - May		242.66	(8)
Inv	16/05	NALC	LCR Subscription		15.50	(9)
Ch	21/06	Diane Bell	Stamps to post Questionnaires		24.48	

Ch	21/06	<i>Cllr D Nightingale</i>	Reimbursement for Engraving Stithians Stars		24.00	
Inv	25/05	<i>SWW</i>	Toilets		6.70	(10)
Inv	03/06	<i>Cornwall Council</i>	Planning Training		30.00	(11)
Inv	07/06	<i>Vision ICT Ltd</i>	Setting up of Website	85.00	510.00	
Inv	08/06	<i>SLCC</i>	Cornwall Conference	8.00	40.00	(12)
Inv	31/05	<i>LA Phillips</i>	Toilet & Litter Consumables	2.50	14.99	
TOTALS				<i>£95.50</i>	<i>£3,399.22</i>	

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. The mileage rate that can be claimed without being liable for tax has been increased by HMRC w.e.f 1st April and agreed nationally by the LGA, NALC etc. It is now 45p per mile and that figure has been applied to the claim for travelling expenses. Obviously, it will apply to all future claims. A detailed breakdown of all expenses 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, the remainder being the sums deducted from the Clerk's salary. As Members are aware, payments to HMRC are now made quarterly. The April payment was made initially and so the payment now due for the first quarter of the year comprises £507.27 approved at the May meeting plus the June payment shown above and the cheque presented for signing reflects this.
4. This is the new regular monthly payment including the 4% increase based on the CPI reported at your last meeting.
5. This work was identified by Tyrone and agreed under the agreed scheme of acceptance. It appears in the notes of the Playing Field meeting.
6. This is the new regular monthly payment including the 4% increase based on the CPI reported at your last meeting.
7. This is the new regular monthly payment including the 4% increase based on the CPI reported at your last meeting.
8. This is the new regular monthly payment including the 4% increase based on the CPI reported at your last meeting.
9. This is a renewal subscription for LCR (Local Council Review) on-line and quarterly magazine from NALC which Members agreed to subscribe to last year on a trial basis. The information provided has been of benefit to me over the last year in keeping abreast of ever-changing legislation etc. and I hope that Members will agree to continue with it.
10. As Members are aware, because of the recent leak, SWW are now taking meter readings and billing monthly. This will be the case for the next three years.
11. Members agreed at the May meeting upon attendance at various planning training events organised by Cornwall Council, attendance at which was free for up to two people but any extra attendees were to be charged at £5 per head. This is payment for those extra places.
12. This is for the Clerk's attendance at the Conference in Falmouth as agreed at the May PC meeting.

JV Calvert, Clerk

14th June 2011

Appendix 1 to AGENDA ITEM 22

STITHIANS PARISH COUNCIL							
RECORD of CLERK'S EXPENSES - May 2011							
<u>Travelling</u>							
Date	From	To	Reason	Start	Finish	Miles	Cost £
4	Camborne	Bodmin	SLCC Meeting	41322	41390	68	30.60
10	Camborne	Stithians	Playing Field Meeting	41612	41628	16	7.20
16	Camborne	Stithians	Post Agendas for Parish Meeting	41753	41767	14	6.30
Note: All are return journeys unless otherwise stated					TOTAL	98	44.10
<u>Miscellaneous</u>							
Date	Item			Cost	VAT	Total £	
20	AOL Broadband (April)			13.31		13.31	
* 21	Telephone			5.00		5.00	
16	Stamps			18.48		18.48	
					TOTAL	36.79	
<u>Telephone Calls</u>							
* Telephone Expenses are claimed at the rate of £5 per Month (Minute 31/11/04 refers)							
<u>SUMMARY</u>							
				Travelling	44.10		
				Miscellaneous	36.79		
				TOTAL EXPENSES FOR MAY	£80.89		

AGENDA ITEM 20(A)

Additional Authorisation of Payments – June 2011

Decisions Required:

Members are requested to approve the additional payment shown in the table below in the sum of £75.49.

Report:

Since the Agenda was circulated, the following invoices have been received:

<i>Type</i>	<i>Date</i>	<i>Payee</i>	<i>For</i>	<i>VAT</i>	<i>Total Amount</i>	<i>See Note</i>
Invoice	10/06	SWW	<i>Toilets</i>		8.99	(1)
Invoice	20/06	TM Services	<i>Secure Litter Bin to ground</i>		20.00	(2)
Invoice	20/06	TM Services	<i>Toddler Gate Hinges</i>		46.50	(2)
Totals					£75.49	

1. Since the Agenda was circulated, a further invoice has been received from SWW which includes the amount reported in the first report. As Members are aware, the toilets are presently closed and so the only payment due is a Standing Charge of £2.29 on top of the £6.70 previously invoiced. This payment of £8.99 therefore supersedes that in the first report.
2. These are the invoices referred to in the notes of the meeting with the Playing Field Caretaker (Agenda Item 15.1(1)).

JV Calvert,

Clerk

21st June 2011
