

MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL

Tuesday 19th July 2022 commencing at 7pm

ATTENDANCE

Present were Cllr P Blease (Chairman) Cllr Mrs C Sylvester, Cllr Mrs J. Thomas, Cllr M Whitbread-Jordan, Cllr A Bunclark, Cllr Ms H Downing, Cllr R Iles, Cllr W Thomas, Cllr H Jones, and the Clerk.

Members of the Public present: Mrs Caroline Bolitho

1. APOLOGIES

Apologies were received and accepted from Cllr N Hayden

2. URGENT ITEMS

The Chair advised that there were 4 urgent items for consideration, these would be dealt with at Item 15:

1. Invitation to Kernow Jamboree
2. 3rd Party FOI Request Cornwall Council
3. West Area Planning Meeting
4. Falmouth & Penryn Integrated Care Forum

3. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION

There were no declarations of interest

The Clerk advised that no written requests for dispensation had been received.

4. MINUTES OF THE COUNCIL MEETING

4.1 Minutes of the Council Meeting held on the 21st June 2022

4.1.1 The Clerk advised that she was not aware of any suggested amendments to the Draft Minutes circulated to the meeting.

4.1.2 **RESOLVED to accept the minutes of the Council Meeting held on the 21st June 2022 as a true record of the proceedings.**

Proposed by Cllr Mrs J Thomas seconded by Cllr A Bunclark

MINUTE: 01/07/22

The Chair duly signed the minutes as a true record of the proceedings..

5. MATTERS ARISING FROM THE MINUTES OF THE JUNE 2022 COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA

There were no matters arising.

The Chairman closed the meeting at this point at 19.03hrs to allow Public Participation

6. PUBLIC PARTICIPATION

Mrs Caroline Bolitho addressed the meeting expressing her interest in becoming a Parish Council. Mrs Bolitho was thanked for her attendance

The Chairman re-opened the meeting at 19.06hrs.

7. CORNWALL COUNCILLOR

7.1 Councillor John Thomas was unable to attend the meeting for health reasons. The Clerk briefed the Members on the report received, which included:

- Crane Garage
- Signage at Tubbin Hill
- Community Chest Grants
- Cover for the electric point used for the Village Christmas Tree

- Update on Speedwatch
- West Area Planning Meeting
- Withdrawal of Funding for Truro Museum

The content of the report was noted.

8 STITHIANS ENERGY GROUP

8.1 **Report Received from Brian Piper**

The Chairman presented the report on behalf of Brian Piper, Members considered the report, a copy of which is attached to these minutes.

The content of the report was noted

8.2 **SPC Climate Emergency Action Plan**

Cllr P Blease advised the Members that there had been no update since the previous meeting but reminded Members that he should be advised of any actions completed.

9 CLERK / RFO's REPORTS

9.1 *Council's current financial position*

9.1.1 The Clerk presented a financial report for period ending 30th June 2022, a copy of which is attached to these minutes.

9.1.2 **RESOLVED: to approve the financial reports:**

- **Summary Report as at 30th June 2022**
- **Bank Reconciliation as at 30th June 2022**
- **Reserves Balance as at 13th July 2022**
- **Checked Payments Report for all payments made through Bank Account in June 2022**

Proposed by Cllr Mrs J Thomas seconded by Cllr W. Thomas and carried unanimously.

MINUTE: 02/07/22

9.2 *Message of Thanks*

9.2.1 The Clerk informed the meeting that messages of thanks had been received from Cornwall Air Ambulance and Stithians Music Academy for the Council's donation of £100 & £300 respectively.

The messages of thanks were noted

9.3 *August Meeting – Essential Business Only*

9.3.1 The clerk presented her report, a copy of which is attached to these minutes.

9.3.2 **RESOLVED that if by Tuesday 9th August, the Council have not received 3 or more planning applications, the August meeting would be cancelled, and all matters deferred to the September meeting. The process for dealing with the Planning Applications will be dealt with in accordance with the protocol set in July 2021 at Minute: 13/07/21.**

Proposed by Cllr P Blease seconded by Cllr H Jones

MINUTE: 03/07/22

9.4 *Authorisation of Clerk's Expenses*

9.4.1 The Clerk presented her expenses claim totalling £62.86, full details attached to these minutes.

9.4.2 **RESLOVED that the Clerk's expenses claim of £62.86 be approved**

Proposed by Cllr H Jones seconded by Cllr M Whitbread-Jordan and carried unanimously

MINUTE: 04/07/22

9.5 *Crane Garage*

9.5.1 The Clerk presented her report a copy of which is attached to these minutes

9.5.2 **RESOLVED: that the Clerk is to email Cllr John Thomas expressing Members concerns and assurance that an approach had been made to the owners of Crane Garage advising them of the current situation.**

Proposed by Cllr P Blease seconded by Cllr H Jones

MINUTE: 05/07/22

- 10 PLANNING**
- 10.1 **Notification of Planning Decisions Received:**The Clerk drew the meeting's attention to the table of planning decisions, a copy of which is appended to these minutes and advised of the 6 decisions made in respect of application highlighted therein.
10.1.2 **The information was noted.**
- 10.2 **Notification of Planning Decisions received after publication of the agenda:**
10.2.1 The Clerk informed the meeting that there had been 1 further notification since the publication of the Agenda.
The information was noted.
- 10.3 **Planning Applications Received**
- 10.3 (a) PA22/05415 – Mrs Trenoweth – Aswelykit, The Annexe, Access to Herniss Farm – Conversion of Garage to Annexe.
- 10.3(a).1 Cllr A. Bunclark presented his report, a copy of which is attached to these minutes.
10.3(a).2 **RESOLVED to support this application.**
Proposed by Cllr A Bunclark seconded by Cllr R Iles and carried unanimously
MINUTE: 06/07/22
- 10.3 (b) PA22/06144 – Mr Nesbitt - Durllett, New Road, Stithians – Proposed single storey extension with veranda and replacement of a window with a new door
- 10.3(b).1 Cllr A. Bunclark presented his report, a copy of which is attached to these minutes.
10.3(b).2 **RESOLVED to support this application.**
Proposed by Cllr A Bunclark seconded by Cllr R Iles and carried unanimously
MINUTE: 07/07/22
- 10.4 *To consider any planning applications received after the publication of the agenda*
- 10.4 The Clerk informed the meeting that she had received one planning application for consideration since the publication of the agenda, details of which had been circulated to Members
- 10.4.1 PA22/06282 – Mr & Mrs Turk – Ivy Cottage, Penhalurick, Redruth – Proposed two-storey side extension.
- 10.4.2 Cllr A. Bunclark presented his report, a copy of which is attached to these minutes.
10.4.3 **RESOLVED to support this application, however, the Members concur with the comments submitted by Lanner Parish Council and would ask that all measures are taken to reduce the impact the additional drainage will have on the documented flood zone.**
Proposed by Cllr R Iles seconded by Cllr A Bunclark
MINUTE: 08/07/22
- 11 ENVIRONMENTAL MANAGEMENT**
- 11.1 *Notes from EMC Meeting held on 12TH July 2022*
- 11.1.2 The Clerk presented the notes of the meeting, a copy of which is attached to these minutes
11.1.3 **RESOLVED to**
1. **To note the content of the report & approve the actions therein including any financial implications.**
 2. **The Clerk to email Cllr John Thomas for an update on the Longdowns Crossing.**
- Proposed by Cllr P Blease seconded by Cllr Mrs J Thomas and carried unanimously.*
MINUTE: 09/07/22
- 11.2 **Footpaths, Highways and Environment Portfolio Holder's Report**
- 11.2.1 Cllr M Whitbread-Jordan presented his report a copy of which is attached to these minutes.
The content of the report was noted.
- 11.3 *Update on Community Flood Plan*
- 11.3.1 Cllr Miss H. Downing gave a verbal report on progress to date, posters had now been prepared that gave details of where issues were to be reported.
The content of the report was noted.

12 PLAYING FIELD

12.1 *Playing Field Development*

12.1.1 The Clerk informed the Members that Permission in principle for the footpaths had been received from Savills..

12.1.2

RESOLVED that the Clerk;

1. **Prepare tender notice & supporting documents for the construction of the footpaths in liaison with Cllr R Iles & Cllr W Thomas, these to be published on website and notice boards. Closing date for receipt of tenders Friday 5th August. Zoom meeting to be arranged for consideration of tenders received and agree contractor to be appointed.**
2. **Email Lawer Bros to acknowledge support to Playing Field and update current position.**

Proposed by Cllr R Iles seconded by Cllr Miss H Downing and carried unanimously.

MINUTE: 10/07/22

12.2 *Pavilion Refurbishment*

12.2.1 Cllr P Blease gave a verbal update on current position. The Pre-Application had been submitted to Planning; current response time was 30 days.

12.2.2 The verbal report was duly noted.

12.3 *Playground Equipment*

12.3.1 Cllr P Blease advised the meeting that the Playground Appeal Fund currently stood at £7,065.27, now an appropriate time to consider a new piece of play equipment.

12.3.2 **RESOLVED that Cllrs: Mrs C Sylvester, H Jones & W Thomas investigate suitable playground equipment and prepare a short list for further consideration / consultation. Details to be reported at next meeting.**

Proposed by Cllr P Blease seconded by Cllr A Bunclark

MINUTE: 11/07/22

13 *Police Advocate Update*

13.1 Cllr A Bunclark presented his report a copy of which is attached to these minutes. The content of the report was duly noted.

14 **SCARECROW COMPETITION**

14.1 Cllr H Downing gave a verbal report on the Scarecrow Competition, The event had once again been well received and had made a profit of £1002.66 which was to be split between the Stithians Pre-School and Christmas Lights Appeal. It had been suggested that in future the event could be an opportunity to sell Stithians Show tickets, display information from beneficiaries of funds received in previous years. It was noted that the provision of 'electronic / contactless payment' should be considered.

14.1.2 **RESOLVED that**

1. **The profit be split equally between the Pre-School and Christmas Lights Appeal.**
2. **That a vote of thanks be made to Cllr Miss H Downing, Cllr H Jones and Stithians Show Committee for organising this year's event.**
3. **That the Clerk set up an electronic card reader to enable electronic payments at future events.**

Proposed by Cllr P Blease seconded by Cllr H Jones

MINUTE;12/07/22

15 **URGENT ITEMS:**

15.1 Invitation to Kernow Jamboree

15.1.2 **RESOLVED that Cllr Mrs C Sylvester would represent the Council at the Kernow Jamboree.**

Proposed by Cllr P Blease seconded by Cllr Mrs J Thomas

MINUTE: 13/07/22

- 15.2 **3rd Party FOI Request Cornwall Council**
 15.2.1 The Clerk advised that a 3rd Party FOI Request had been received from Cornwall Council asking if Council had reason to believe that this should be exempt from disclosure.
 15.2.2 **RESOLVED that Cornwall Council should be advised there is no objection to his information being disclosed.**
Proposed by Cllr A Bunclark seconded by Cllr W Thomas
MINUTE: 14/07/22

West Area Planning Meeting

- 15.3 The Clerk advised that the Agenda for the West Area Planning Committee Meeting on Monday
 15.3.1 25th July had been published, PA22/03505 was to be considered and a representative from the Council would be required to attend.
RESOLVED that Cllr Mrs J Thomas would attend the Meeting to make representation in regard to PA22/03505.
 15.3.2 *Proposed by Cllr A Bunclark seconded by Cllr H Jones*
MINUTE: 15/07/22

Falmouth & Penryn Integrated Care Forum

- 15.4 **Agenda for the next Integrated Care Forum Meeting had been received, confirmation of who to attend required.**
 15.4.1 **RESOLVED that Cllr M Whitbread-Jordan to represent the Council at the meeting**
 15.4.2 *Proposed by Cllr P Blease seconded by Cllr H Jones*
MINUTE: 16/07/22

16 AUTHORISING OF PAYMENTS

- 16.1 The Clerk presented her report which was circulated to members on the 14th July and the details of the additional payments received since the publication of the Agenda and circulated to members on the 19th July 2022 a copy of which is attached to these minutes,
 16.2 **RESOLVED**
 1. **To authorise the payment of invoices received & regular payments due for the period 21st June to 19th July 2022, Voucher No's 116 to 155 detailed in the report dated 19th July. Totalling. £7,732.45**
 2. **To authorise the Direct Debit payments scheduled for August & September 2022 totalling £1,928.99**
Proposed by Cllr W Thomas seconded by Cllr Mrs J Thomas and carried unanimously.
MINUTE: 17/07/22

17 ITEMS FOR NEXT MEETING

None requested.

18 DATE OF NEXT MEETING

It was confirmed that the next meeting, subject to the resolution made at Item 9.3, MINUTE:03/07/22 would be held on **Tuesday 16th August 2022 for ESSENTIAL BUSINESS ONLY**, if the conditions of the resolution are met the August meeting will be cancelled **and the next meeting will be held on Tuesday 20th September 2022.**

The Meeting closed at 21.00 hrs

Signed as a true and accurate record of the proceedings.

..... Chairman

Date:.....