

MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL

Tuesday 21st March 2023 commencing at 7pm

ATTENDANCE

Present were Cllr P Blease (Chairman), Cllr Mrs J. Thomas, Cllr R Iles, Cllr A Bunclark, Cllr H. Jones, Cllr Miss H Downing (from the point noted) and the Clerk.

Members of the public present:
B, Piper.

1. APOLOGIES

Apologies were received and accepted from: Cllr N. Hayden, Cllr Mrs C Sylvester, Cllr W Thomas, Cllr W Oakley-Moore

2. URGENT ITEMS

The Chair advised that there were three urgent items to be considered:

- Local Protocol PA22/10533
- Meadowside Cemetery – Lay out of plots
- Opening times for Public Toilet

3. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION

Cllr Miss H Downing declared an interest in Agenda Item: 12.3

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

4 MINUTES OF THE COUNCIL MEETING

Minutes of the Council Meeting held on the 21st February 2023

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

RESOLVED to accept the minutes of the Council Meeting held on the 21st February 2023 as a true record of the proceedings.

Proposed by Cllr H Jones seconded by Cllr R Iles and carried unanimously by those Members present at this point.

MINUTE: 01/03/23

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

5. MATTERS ARISING FROM THE MINUTES OF THE FEBRUARY 2023 COUNCIL MEETING NOT COVERED ELSEWHERE ON THE AGENDA

There were no matters arising.

The Chairman closed the meeting at 19:04hrs hrs to allow Public Participation

6 PUBLIC PARTICIPATION

There were no members of the public wishing to participate in the meeting at this point.

The Chairman opened the meeting at 19:05hrs.

7.

CORNWALL COUNCILLOR

Cllr John Thomas had submitted his apologies, the Chairman presented the report received on the 21st March, this included the following:

- Community Speed watch
- 20mph speed limit
- Foundry – double yellow lines
- Tubbin Hill
- Planning
- Community Chest Grant

The content of the report was noted.

8

8.1

STITHIANS ENERGY GROUP

SEG Report from Brian Piper

Brian Piper presented his report, a copy of which is attached to these minutes. Topics covered included:

- Visits / Communication with other groups
- Report on attendance at Planetary's Carbon Capture presentations
- Heat the Streets
- EvCharging Point

RESOLVED: that the clerk is to write to Cornwall Council Portfolio holders for Environment & Highways to outline the proposal for Ev Charging point and request that further consideration be given to the project. The Chairman to respond to the email from J Douglas at Connected Kerb

Proposed by Cllr P Blease seconded by Cllr Mrs J Thomas

MINUTE: 02/03/23

Cllr Miss H Downing joined the meeting at 19:18hrs

8.2

Climate Emergency – SPC Action Points

Cllr P Blease reminded to keep him advised of any updates to any of the areas.

9

9.1

CLERK / RFOs REPORTS

Council's current financial position

The Clerk presented a financial report for period ending 28th February 2023, a copy of which is attached to these minutes.

RESOLVED: to approve the current financial position.

Proposed by Cllr H Jones seconded by Cllr A Bunclark and carried unanimously.

MINUTE: 02/03/23

9.2

Clerk's Annual Salary Review

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

RESOLVED that the Clerk's salary be increased by one point to SCP 26, salary - £20,456.95 per annum

Proposed by Cllr P Blease seconded by Cllr H Jones and carried unanimously.

MINUTE: 03/03/23

9.3

Report on BOPP – Payments / Fund Raising made easier & faster.

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

RESOLVED that:

1. The Clerk is to purchase a Sum Up Solo Card reader at a cost of £79.00+ VAT
2. The Clerk is to set up the BOPP payment system

Proposed by Cllr A Bunclark seconded by Cllr H Downing

MINUTE: 04/03/23

9.4

Review of Terms for the Environmental Management Contract

The Clerk presented her report on the review of the Environmental Management Contract a copy of which is attached to these minutes.

RESOLVED that Paragraph 8 of the General Terms of the Environmental Management Contract (EMC) is amended to read as follows:

The value of the various elements of the contract shall be subject to annual review by the Council on 1st April each year and will be varied by a sum calculated by reference to the Consumer Price Index prevailing in September of the previous year, a cap of 6% would be applied, any rate above 6% would be subject to further review and negotiation. The Council will take performance of the contractor into consideration when undertaking the annual review and may decide not to award an increase. The value of each element is detailed in Appendix 1 to these Conditions and will be re-issued on or just before 1st April each year reflecting any increase applied in accordance with this paragraph.

Proposed by Cllr H Jones seconded by Cllr R Iles

MINUTE: 05/03/23

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 1 decision made in respect of application highlighted therein.

The information was noted.

10.2

Notification of Planning Decisions received after publication of the agenda:

The Clerk informed the meeting that no notifications had been received since the publication of the Agenda.

The information was noted.

10.3

Planning Applications received

10.3(a)

PA23/01415 – Mr & Mrs Quincy & Mackay – Tigh Na Mor, New Road – Proposed front extension and upward extension with replacement roof to create first floor accommodation

Cllr A Bunclark presented his report, a copy of which is attached to these minutes

RESOLVED to support this application.

Proposed by Cllr R Iles seconded by Cllr A Bunclark and carried unanimously.

MINUTE: 06/03/23

10.3(b)

PA23/01488 – Mr G Shepherd, Shepherd Property Group – Herniss Business Park - Replace existing asbestos roofs of Units 3 and 4 with proposed aluminium roof material/finish, addition of new skylights to the north roof pitch of Unit 4 and addition of solar PV panels to the south roof pitch of Unit 4. Replacement of existing felt roof with a proposed green roof. Proposed addition of four new office micro studios.

Cllr A Bunclark presented the report, a copy of which is attached to these minutes.

RESOLVED to support this application.

Proposed by Cllr A Bunclark seconded by Cllr R Iles and carried unanimously

MINUTE: 07/03/23

10.4

To consider any planning applications received after the publication of the agenda

The Clerk informed the meeting that no further planning applications had been received:

11

ENVIRONMENTAL MANAGEMENT

11.1

Notes from the EMC Meeting held on the 6th March 2023.

The Clerk presented the notes of the EMC meeting held on the 6th March 2023

RESOLVED to note the content of the report & approve the actions therein including any financial implications.

To accept the quote from R Sanders for the sum of £2,400.00 for the installation of a further 6 'concrete beams' in the Cemetery.

Proposed by Cllr Mrs J Thomas seconded by Cllr H Jones and carried unanimously.

MINUTE: 08/03/23

/



- 11.2 **Footpaths, Highways and Environment Portfolio Holders Report**
Cllr Mrs J Thomas advised the Members that there was nothing further to report on footpaths, she had met with Cllr W Oakley-Moore to discuss the PROW in the Parish. Cllr Miss H Downing reported a damaged metal pole / sign on footpath 231/17/1.
The content of the report was noted.
- 12 **PLAYING FIELD**
- 12.1 **Update on Playing Field Footpath Project**
The Clerk informed the members that works scheduled for the end of February had been delayed once again due to inclement weather.
- 12.2 **Update on Pavilion Refurbishment**
Cllr P Blease informed the Members that the preliminary meeting had taken place, further investigations would be done with regard to funding, design & costings, purpose of the building.
The information was noted.
- 12.3 **Report on designs / pictures for consideration for the Youth Shelter.**
Cllr P Blease presented his report a copy of which is attached to these minutes.
RESOLVED: that the artists of the 4 winning pictures(Pictures 3, 4, 6 & 8) would be awarded a prize of £25.00 each and an additional prize of £20 to Picture 1 for 'Good Effort'. Funds to be allocated from the 'Chairman's Allowance'.
Proposed by Cllr R Iles seconded by Cllr A Bunclark and carried unanimously by those Members entitled to vote.
MINUTE: 09/03/23
Having declared an interest Cllr Miss H Downing did not contribute to the discussion or participate in the vote
- 13 **CELEBRATING CORONATION OF KING CHARLES III**
Cllr P Blease presented his report a copy of which is attached to these minutes.
The content of the report was noted.
- 14 **SCARECROW FESTIVAL**
Cllr Miss H Downing informed the Members that Feritech had very kindly agreed to sponsor the event again this year. The team would be meeting shortly to agree further arrangements, the festival will take place on the 8th & 9th July 2023.
The content of the report was noted.
- 14 **URGENT ITEMS**
The following items were considered:
- 14.1 **Local Protocol: PA22/10533 – 47 Crelow Fields – Change of use from dwelling (C3) to dwelling / childminding business (C3/E).** the local protocol had been shared with members by email on the 16th March.
RESOLVED that the response to the planning officer would be Option 3 and that the Clerk write to the local member, Cllr John Thomas notifying him of the Council's decision.
Proposed by Cllr R Iles seconded by Cllr Mrs J Thomas and carried unanimously.
MINUTE:10/03/23
- Public Toilet Opening Hours:** Cllr H Jones informed the Members that a resident had raised concerns about the public toilet being closed in the late afternoon, the Clerk confirmed that she had discussed this with the EMC Contractor and that the toilet will now remain open daily until 7p.m.

Layout of Cremation Plots in Meadowside Cemetery – Cllr P Blease reported to the Members that concerns had been raised regarding the current layout of the cremation plots in the Cemetery,

RESOLVED that

- The layout for the ‘memorial mounds’ would be re-designed to allow internment starting at the bottom row, pathways would be incorporated to the design to allow access to the top.
- The Clerk to contact the owners of the 3 allocated plots to advise them of this action and ask if they wish to have their plot relocated to the bottom of the memorial mound.

Proposed by Cllr P Blease seconded by Cllr H Jones and carried unanimously.

MINUTE: 11/03/23

15

AUTHORISING OF PAYMENTS

The Clerk presented her report which was circulated to members on the 16th March.

RESOLVED to authorise

1. the payment of invoices received & regular payments due for the period, 21st February to 16th March 2023, Voucher Numbers:349 - 361 – as detailed in the report dated 16th March 2023. Total: £7,212.03,
2. To authorise the Direct Debits due in April, for PWLB payments totalling £1,477.99.

Proposed by Cllr H Jones seconded by Cllr A Bunclark and carried unanimously.

MINUTE: 12/03/23

17

ITEMS FOR NEXT MEETING

None requested.

18

DATE OF NEXT MEETING

It was confirmed that the next meeting of the **Full Council** will be held on **Tuesday 18th April 2023** and the **Annual Parish Meeting** on the **25th April at 7:30p.m.**

The Meeting closed at 20.55hrs

Signed as a true and accurate record of the proceedings.

.......... Chairman

Date:..........