

# MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL

Tuesday 20<sup>th</sup> June 2023 commencing at 7pm

## **ATTENDANCE**

Present were Cllr Miss H Downing (Chairwoman), Cllr Mrs J. Thomas, Cllr Mrs C Sylvester, Cllr P Blease, Cllr W Thomas, Cllr R Iles, Cllr W Oakley-Moore, Cllr T Smith, the Clerk and Cllr J. Thomas.

Members of the public present:

D Bell, B. Nieren-Reading, H. Fry, M. Williams, M Pellow, B Pellow, & P Crook,

## **1. APOLOGIES**

Apologies were accepted from: Cllr A Bunclark, Cllr H. Jones, Cllr N Hayden

## **2. URGENT ITEMS**

The Chair advised that there was one urgent items to be considered:

- Report from Cllr P Blease on inaugural meeting of the Community Area Partnership

## **3. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION**

**3.1** Cllr R Iles declared an interest in Agenda item 11.3(a).

**3.2** The Clerk advised a written request for dispensation had been received from Cllr R Iles in relation to Agenda Item 11.3(a), Planning Application: PA23/03810.

**RESOLVED that the request for dispensation be granted and Cllr Iles be allowed to address the Members in relation to PA23/03810, the dispensation is granted for the meeting of the 20<sup>th</sup> June only.**

*Proposed by Cllr P Blease seconded by Cllr Mrs C Sylvester and carried unanimously.*

**MINUTE: 01/06/23**

## **4. MINUTES OF PREVIOUS MEETINGS**

**4.1 Minutes of the Annual Meeting held on the 16<sup>th</sup> of May 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 Annual Meeting held on the 16<sup>th</sup> of May 2023 as a true record of the proceedings.**

*Proposed by Cllr W Thomas seconded by Cllr Mrs C Sylvester.*

**MINUTE: 02/06/23**

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

**4.2 Minutes of the Council Meeting held on the 16<sup>th</sup> May 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 16<sup>th</sup> May 2023 as a true record of the proceedings.**

*Proposed by Cllr W Thomas seconded by Cllr Mrs J Thomas.*

**MINUTE: 03/06/23**

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

## **5. MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS NOT COVERED ELSEWHERE ON THE AGENDA**

**5.1** There were no matters arising from the minutes of the Annual Meeting held on the 16<sup>th</sup> May 2023

**5.2** There were no matters arising from the minutes of the Council Meeting held on the 16<sup>th</sup> May 2023.

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

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## **PUBLIC PARTICIPATION**

The Chairwoman invited the members of the public to address the meeting, all those present stated that they were attending to hear the presentation from Mr K Fisher of Dropship. They were advised that Mr Fisher had contacted the Clerk shortly before the meeting to advise he was unable to attend, however, a discussion would still go ahead.

The Chairwoman opened the meeting at 19:07 hrs.

7.

## **CORNWALL COUNCILLOR**

Cllr John Thomas addressed the Members and gave a verbal report on the following:

- Various flooding / water-leaks an on-site meeting with South West Water had been requested, to walk around the village and identify the area of concerns.
- Trimming hedges / verges for Stithians Show day.

The content of the report was noted.

8.

## **Presentation from Kevin Fisher, Dropship FC**

Mr Fisher was not able to attend the meeting, Members were informed of the information received to date, members of the public present were invited to comment and ask questions.

**RESOLVED that the Clerk was to invite Mr Fisher to attend the Meeting to be held on the 18<sup>th</sup> July 2023.**

*Proposed by Cllr R Iles seconded by Cllr W Thomas and carried unanimously.*

**MINUTE: 04/06/23**

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9.1

## **STITHIANS ENERGY GROUP**

### **SEG Report from Brian Piper**

Brian Piper was unable to attend the meeting, his report had been circulated to Members in advance of the meeting, a copy which is attached to these minutes. Subjects covered included:

- Electric Vehicle Event / EV Charge Point – which included details of a QR Code that could be used to register interest in a installation of a EV Charge point in the future
- Heat the Streets
- CPIR Climate Group
- Visits

**RESOLVED that the content of the report be noted and that QR Code and details be published on the website to allow residents to register interest.**

*Proposed by Cllr R Iles seconded by Cllr Mrs C Sylvester and carried unanimously.*

**MINUTE: 05/06/23**

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10.1

## **CLERK / RFOs REPORTS**

### **Council's Current Financial Position**

The Clerk presented a financial report for period ending 31<sup>st</sup> May 2023, a copy of which is attached to these minutes.

**RESOLVED: to approve the financial reports as of 31<sup>st</sup> May 2023**

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

**MINUTE: 06/06/23**

10.2

### **To Consider the Appointment of Stithians Parish Council Tree Warden**

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

**RESOLVED that Cllr T Smith remains as the Tree Warden for Stithians Parish Council**

*Proposed by Cllr R Iles seconded by Cllr Mrs C Sylvester.*

**MINUTE: 07/06/23**

Cllr T Smith abstained from voting.



- 10.3 **Posters to Encourage Donations to Play Equipment Fund.**  
The Clerk presented her report a copy of which is attached to these minutes.  
**RESOLVED that Cllr P Blease would design a poster to include the QR Code and circulate to members before publishing on the playing field notice boards.**  
*Proposed by Cllr R Iles seconded by Cllr W Thomas and carried unanimously.*  
**MINUTE: 08/06/23**
- 10.4 **Report on Costs of Trade Waste Contracts for Playing Field & Cemetery Litter**  
The Clerk presented her report a copy of which is attached to these minutes.  
**RESOLVED that the Clerk set up a 12 month Waste Contract with Suez, for a 1100 litre waste bin, initially for weekly collections, annual cost a maximum of £706.00 + VAT.**  
*Proposed by Cllr P Blease seconded by Cllr W Thomas and carried unanimously*  
**MINUTE:09/06/23**
- 11 **PLANNING**
- 11.1 **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 three decisions highlighted therein.  
**The information was noted.**
- 11.2 **Notification of Planning Decisions received after publication of the agenda:**  
The Clerk informed the meeting that she had not received any further decisions since the publication of the Agenda.
- 11.3 **Planning Applications received.**
- 11.3(a) **PA23/03810 – Mr R Iles – Durian House – Application for a Lawful Development Certificate for an existing car port.**  
The Members considered the report prepared by Cllr A Bunclark, a copy of which is attached to these minutes. Cllr R Iles addressed the Members and then withdrew from the meeting.  
**RESOLVED: to support PA23/03810.**  
*Proposed by Cllr P Blease seconded by Cllr W Thomas and carried unanimously by those permitted to vote.*  
**MINUTE: 10/06/23**  
Cllr R Iles rejoined the meeting.
- 11.3(b) **PA23/04055 – Mr R Browning – 37 Crellow Fields – Two-storey rear extension and internal alterations.**  
The Members considered the report prepared by Cllr A Bunclark, a copy of which is attached to these minutes.  
**RESOLVED to support PA23/04055.**  
*Proposed by Cllr R Iles seconded by Cllr Mrs J Thomas*  
**MINUTE: 11/06/23**
- 11.3(c) **PA23/04064 – Mr M Bray - Land at Trolvis Works, Trolvis - To install a new lv pole and stay to provide connections to 3 new industrial units an overhead line will be installed from the existing transformer pole and to the new pole and then the services will be run underground to the units as per plan ref 4695203**  
**RESOLVED to support PA23/04064**  
*Proposed by Cllr P Blease seconded by Cllr R Iles*  
**MINUTE:12/06/23**
- 11.3(d) **PA23/04378 – C Barton, Rosecliston Park Ltd – Certificate of Lawfulness under Section 191 of the Town & Country Planning Act 1990 to confirm that condition 2 of planning permission W2/PA08/01056/F has been breached for a period exceeding 10 years.**  
The Members considered the report prepared by Cllr A Bunclark, a copy of which is attached to these minutes.  
**RESOLVED to NOT support PA23/04378 for the following reasons:**



- There has been a continual disregard of the conditions of the planning permission.
- Caravans have not been parked on the site for a period of 2 years.

*Proposed by Cllr R Iles seconded by Cllr P Blease and carried unanimously*

**MINUTE: 13/06/23**

11.4 *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:

## **12 ENVIRONMENTAL MANAGEMENT**

12.1 *Notes from the EMC Meeting held on the 5<sup>th</sup> June 2023.*

The Clerk presented the notes from the EMC meeting held on the 5<sup>th</sup> June 2023, which included the notes from the liaison meeting with Adrian Drake of Cormac/Cornwall Highways held on 13<sup>th</sup> June 2023, a copy is attached to these minutes.

12.1.1 **RESOLVED to;**

- Note the content of the EMC Meeting Notes & approve the actions therein including any financial implications**
- that the Clerk order 3 x waste bins, from Roadware, at a cost of £530.85 + vat & delivery, to replace the existing 'oil drum' bins.**
- Approve the design for the posters for St Stythians Churchyard**

*Proposed by Cllr R Iles seconded by Cllr P Blease and carried unanimously*

**MINUTE: 14/06/23**

12.1.2 **RESOLVED that**

- The Clerk contact Adrian Drake to ascertain if the installation of a footpath on the road opposite the Spar Shop would be possible.**
- Parking Enforcement to be contacted to ascertain what support could be provided.**
- Further investigation be carried out with regard to:**
  - The installation of a 'mirror' on the wall / side of the Spar Shop to allow pedestrians to view traffic approaching the junction from Church Road.**
  - The employment of a 'School Crossing Warden'**

*Proposed by Cllr W Oakley-Moore seconded by Cllr Mrs. C Sylvester and carried unanimously*

**MINUTE: 15/06/23**

## **12.2 Footpaths, Highways and Environment Portfolio Holders Report**

Cllr W Oakley-Moore gave a verbal report to the meeting which included concerns regarding blocked PROW's - 231/54/1 and 231/25/1. Cllr Mrs J Thomas further reported the issue with signage on 231/31/9.

**RESOLVED that**

- The Clerk contact Cornwall Council Countryside Rights of Way – Regulatory Services, to express concerns that a decision has yet to be received in relation to DMMO, currently being considered and to formally request a timescale for the decision.**
- That the Clerk contact Countryside Access with regard to the blockages on Footpaths 231/25/1 and 231/54/1 and removal / damage to signs on 231/31/9.**
- That responses received would be considered at the next meeting of the Full Council and dependent on response received , the 'Formal Notice'process by followed.**

*Proposed by Cllr W Oakley-Moore seconded by Cllr P Blease and carried unanimously.*

**MINUTE: 16/06/23**

## **12.3 Report regarding Pelean Cross – to consider actions/next steps.**

The Clerk reported on the information obtained from A Drake, currently waiting for a response from Ponsanooth Parish Council with regard to any joint action.

**The content of the report was noted**



*Cllr John Thomas left the meeting at 21:12hrs*

**13 PLAYING FIELD**

**13.1 Update on Plans for The Construction of the BMX Track**

Cllr P Blease presented is report a copy of which is attached to these minutes.

Members may recall that it was Resolved under Minute:15/07/21 that the work to the BMX Track be undertaken by Mr T Smith at a cost of £250+ vat, per day. Works had been delayed pending the construction of the new footpath. Work now to go ahead with a budget set at £2000.00

**RESOLVED that a Budget of £2000 be allocated, the work to be completed by 21<sup>st</sup> July 2023 and that Cllr Mrs C Sylvester contact Woodland Trust to register Council's interest in receiving an allocation of 'free hedging plants to be used in the establishment of a hedge around the perimeter of the Rugby Field car park.**

*Proposed by Cllr P Blease seconded by Cllr W Thomas*

**MINUTE: 17/06/23**

Cllr T Smith abstained from voting.

**13.2 Update on Pavilion Refurbishment**

Cllr Miss H Downing updated the Members on potential designs and costs of Portacabins. The project would be placed on hold until such time a decision was reached regarding the use of the Playing Fields.

**13.3 Request from Mr C Jull of Highdowns Care Home to hold an Event (Staff Football Match) on Stithians Playing Field**

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

**RESOLVED that Mr Jull be allowed the use of the playing fields for their event. Mr Jull would be responsible for ensuring all necessary insurance was in place and risk assessments completed.**

**MINUTE: 18/06/23**

**13.4 Update on New Playground Equipment**

Cllr Mrs C Sylvester updated the Members on the installation of the new playground equipment, which is now scheduled for week commencing the 17<sup>th</sup> July 2023. No decision had been made as to exact location of each piece.

**The content of the report was noted.**

**14 UPDATE ON THE 2023 SCARECROW FESTIVAL**

Cllr Miss H Downing updated the Members on the plans for the Scarecrow Festival. Entry forms were now on sale at the Spar Shop. Maps would be sold from the front of the school this year.

**The content of the report was noted.**

**15 STITHIANS COMMUNITY AWARDS (Stithians Stalwarts)**

Cllr Miss H Downing presented her report, a copy of which is attached to these minutes.

**RESOLVED to**

- (a) Reintroduce the Stars of Stithians Awards for 2023-24**
- (b) That there would be a single category, for an outstanding contribution to the Parish, open to individuals or groups that live or work in the Parish, voluntary or paid**
- (c) Persons nominated must agree to be nominated, nominations to be accepted via email, with a statement limited to 100 words explaining the reason for the nomination.**
- (d) Under 18's may be nominated with parent / guardian permission.**
- (e) To purchase a small trophy / award – cost to be decided**
- (f) That nominations would be invited in January 2024**
- (g) That nominations would be considered by a small sub-committee.**
- (h) That the award be presented at the Annual Parish Meeting in April 2024**

*Proposed by Cllr Miss H Downing seconded by Cllr W Thomas and carried unanimously*  
**MINUTE: 19/06/23**

**16 URGENT ITEMS**

**The following item was considered:**

- 16.1 *Report from Cllr P Blease on information required for the Community Area Partnership (CAP) inaugural meeting to be held on the 27<sup>th</sup> June 2023, a copy of the report is attached to these minutes.*

**RESOLVED** that the 3 projects to be put forward at the CAP Meeting are:

- (a) To provide Public toilets on the playing field
- (b) To establish a Community Garden on the playing field (linked with the public toilet)
- (c) Feasibility Study for the Conversion of the Tennis Court to a MUGA

**Proposed by Cllr P Blease seconded by Cllr W Thomas and carried unanimously**  
**MINUTE: 20/06/23**

**17 AUTHORISING OF PAYMENTS**

The Clerk presented her reports which were circulated to members on the 16<sup>th</sup> and 18<sup>th</sup> June 2023. A copy of which are attached to these minutes.

**RESOLVED** to authorise the payment of invoices received & regular payments due for the period, 18<sup>th</sup> May 2023 to 21<sup>st</sup> June 2023 , Voucher No's 37 - 61, payment total: £9,070.27.

*Proposed by Cllr W Thomas seconded by Cllr R Iles and carried unanimously.*

**MINUTE:21/06/23**

**18 ITEMS FOR NEXT MEETING**

Response from A. Drake of CORMAC regarding installation of footpath  
Response from Cornwall Council regarding outstanding DMMO's and Obstructed PROW's  
Presentation from Dropship FC  
Further update on Pelean Cross

**19 DATE OF NEXT MEETING**

It was confirmed that the next meeting of the Full Council will be held on **Tuesday 18<sup>th</sup> July 2023 at 7p.m**

The Meeting closed at 21.47hrs.

Signed as a true and accurate record of the proceedings.

*H. Downing*..... Chairwoman

Date: *18/7/23*.....