



A-barth Onan Hag Oll! Representing One and All

REPORTS FOR FEBRUARY 2021 MEETING

AGENDA ITEM 7

Stithians Energy Group Report for Meeting to be held on 16th February 2021

Correspondence Received

SUMMARY OF DECISIONS REQUIRED (Details in Report):

- 1. To note the report from Brian Piper on the CPIR CNA Meeting held on 26th January 2021.**
- 2. To note the SEG report from Brian Piper.**
- 3. To decide upon a suitable course of action in the light of Brian's comments concerning the proposal for a footpath around the playing field.**

REPORT:

Brian Piper has sent his report on the CPIR Meeting held on 26th January 2021:

Unfortunately I had audio issues with this zoom meeting and had to leave. However, I did send my notes.

These topics were included in my notes.

- A request for someone to talk to CPIR about the latest home heating/ insulation grants.*
- Update on letters to services coming into the parish.*
- Highlight the need to prepare climate questions for CC candidates.*
- Latest article for The Stithians Times issued.*
- To notify CPIR that SEG had CC funding for the PV/ battery system for The Stithians Centre*
- Request to change CPIR meeting away from the 3rd Tues. of the month so that I can attend SPC meetings.*

CPIR agenda included:-

- 1. An update from parishes. (see my notes above)*
- 2. Update from Purpose Climate Lab.*
- 3. Cornwall Council's Climate Emergency Development Plan Document (DPD) response.**
- 4. Tree planting opportunities. (Nigel Miles)*
- 5. Carbon Footprinting Tool (Ashley Wood)***

** CPIR sent me the DPD response asking me to look through it and to add/remove anything that they had overlooked. There were only a couple of items to be added as far as I could see. i.e.. New builds to have shading shutters for 40°C summers and MVHR (Mechanical Ventilation with Heat Recovery), tidal energy to be added to the renewables listing.*

*** The Carbon Footprinting Tool is a tool for parish councils to use and is being developed by University of Exeter and CSE (Centre for Sustainable Energy). I have had a preview of this and I feel this could be a very valuable tool and is something SEG tried to obtain a couple of years ago to give us a base line. This would allow PCs to plot progress in reducing parish carbon emissions.*

He has also sent his SEG Report:

After meeting Ben Salfeld (CC candidate) at the last SPC zoom meeting, I received a phone call from him. We had a long conversation about Stithians Energy Group (SEG) and the climate issues. He had a lot of climate questions and this culminated in him asking if he could come along to the next SEG meeting.

The provision of a Solar PV /Battery system for The Stithians Centre is progressing.

At time of writing we are looking at the agreement document between CC and SEG. A Cornwall Climate Action Network is being formed as there are now 53 groups like SEG across Cornwall. The idea is to work more cohesively in order to hit Cornwall's net zero target, to learn from each other and get an idea of best practice. I have completed their questionnaire that basically asks what strengths and weaknesses SEG has.

I was surprised to hear at the last SPC that there was a proposal to put a path around the playing field. I have done some research on this with respect to climate change and the environment. I have attached this as a separate report.

This is that report:

Because we are in a climate and ecological emergency this is something Stithians Parish Council should not be considering for two reasons.

1. Be in no doubt we are in a climate and ecological breakdown and our winters will continue to get wetter, considerably wetter with more torrential downpours. Stithians is basically in a basin between Longdowns and Four Lanes and is therefore a huge catchment area. This catchment water finds its way to Kennall Vale, into Ponsanooth and then to Devoran river. We should be trying to hold as much water on the hills to give the rivers a chance to react to torrential downpours. Hard surfacing some of the playing field does not equate to this thinking. I have brought this to your attention because of what I have learnt from attending Cornwall Community Flood Forum meetings and would suggest that if SPC is still in doubt, they should contact the Environment Agency for advice. This might seem trivial when you look at the proposed dotted path line on the map. But when you work out the area of hard surface that a 1.2m wide path would require, you are looking at an equivalent of 90 car parking spaces (110 parking spaces for 1.5m wide path). As a matter of interest, I try to slow the amount of run-off from our roof by catching it in a 2,750 litre storage tank. I run the water level down when there is a forecast for heavy rain thereby reducing the water going to soakaway and eventually to watercourses. In our current heavy downpours, the tank will refill in about half an hour indicating to me the amount of water our river systems have to try to cope with. Incidentally, the stored water is usually used to flush toilets, feed the washing machine etc. so it's a significant amount.

2. Even more important, we all know that trees are good at sequestering carbon, but grassland is also good at sequestering and for this area we would be looking at losing the potential of sequestering about a 1/4 of a tonne every year. Cornwall has a carbon footprint 7 times larger than what is considered to be the safe level so we have to do everything we can to reduce this amount and that again does not equate with covering grassland. If there is money available to be spent on the playing field I would suggest it would be better spent on climate related issues; Maybe trees to provide shade as summer temperatures rise towards 40°C by the end of the century or wildflower verges to help bring back nature. See links below:-

https://www.rigbytaylor.com/wp-content/uploads/Fixing-theGreenhouse-effect_Carbon4Grass.pdf

<https://www.gov.uk/government/news/natural-flood-management-part-of-the-nationsflood-resilience>

<https://www.metoffice.gov.uk/about-us/press-office/news/weather-andclimate/2020/chances-of-40c-days-in-the-uk-increasing-due-to-human-influence>

**JV Calvert,
Clerk**

10th February 2021

AGENDA ITEM 7.2

The Spreadsheet for the 23 – Point Plan is too large to present here but a copy may be obtained upon application to the Clerk.

AGENDA ITEM 8.1

Clerk's Reports for Meeting on 16th February 2021

Summary of Decisions Required:

- 1. To note the Council's current financial position.**
- 2. To note the information provided in the report on the appointment of a new Clerk.**

Report:

8.1 Council's Current Financial Position:

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 11th February 2021.

I do not propose to elaborate further on these Appendices but will be pleased to address any matters that Members may wish to raise at the meeting. Members are already aware of the reasons behind the overspends.

Appendices to Agenda item 8.1

Appendix 1 to AGENDA ITEM 8.1

STITHIANS PARISH COUNCIL

FINANCIAL STATEMENT for 2020 - 2021

EXPENDITURE



Financial Position as at 11 February 2021

	Budget	Spent to Date	Current Balance
Finance & Administration			
Grants	300.00	2,215.00	-1,915.00
Grant to MVRG	100.00	100.00	0.00
Public Relations	200.00	0.00	200.00
Printing of "Spotlight"	500.00	0.00	500.00
Maintenance of Website	285.00	171.25	113.75
Maintenance of Cemetery Admin System	100.00	85.00	15.00
Clerk's Gratuity	785.00	Transferred to Clerk's Gratuity Reserve	
Hire of Hall	550.00	465.50	84.50
Election Expenses	0.00	0.00	0.00
Clerk's Salary	20,440.00	17,499.69	2,940.31
Clerk's NI (Employer's) Contributions	1,600.00	1,473.71	126.29
Administration of PAYE	144.00	0.00	144.00
Admin Expenses	700.00	364.28	335.72
CALC/NALC Subscription	650.00	662.33	-12.33
Soc of Local Council Clerks Subs	300.00	208.00	92.00
Membership of ICOM	100.00	95.00	5.00
Contribution to Computer & Software Fund	0.00	0.00	0.00
Internal Audit Fees	400.00	394.00	6.00
External Audit Fees	400.00	600.00	-200.00
Chairman's Allowance	100.00	0.00	100.00
Subsistence & Traveling for Members	100.00	0.00	100.00
Insurance	1,850.00	1,909.22	-59.22
Training for Clerk & Cllrs	440.00	40.00	400.00
Bank Fees	20.00	0.00	20.00
Neighbourhood Development Plan	500.00	0.00	500.00
Contingency Fund	500.00	110.00	390.00
Contribution to General Reserve	575.48	Transfer transferred to General Reserve - See Below	
Sub Total	31,735.48	25,973.58	4,305.02
			+Reserves = 5,765.50
Planning			
Travelling & Subsistence	50.00	0.00	50.00
Training/Seminars	100.00	0.00	100.00
Sub Total	150.00	0.00	150.00
Environment, Highways & Footpaths			
EMC - Highway Verge Maintenance	1,424.00	1,186.50	237.50
Litter Clearance Contract	1,715.00	1,428.30	286.70
Litter Clearance Materials	100.00	53.57	46.03
EMC - Haverigg Cemetery Maintenance	610.00	508.50	101.50
EMC - Lower Churchyard Maintenance	915.00	762.80	152.20
EMC - Closed Churchyard Maintenance	1,119.00	932.20	186.80
EMC - Meadowside Cemetery Maintenance	1,525.00	1,271.30	253.70
Meadowside Cemetery Maintenance Materials	500.00	24.55	475.45
Meadowside Cemetery - Locking & Unlocking	365.00	221.94	143.06
Meadowside Cemetery - NNDR	800.00	0.00	800.00
Water Supply - Cemeteries	100.00	23.02	76.98
Toilet Cleaning Contract	1,052.00	875.30	176.70
Toilet Cleaning Materials	300.00	122.70	177.30
NNDR Toilets	400.00	0.00	400.00
Electricity - Toilets	450.00	185.99	264.01
Water & Sewage - Toilets	450.00	117.39	332.61
EMC - Footpath Maintenance	2,339.00	1,949.20	389.80
Extra FP Maintenance & Waymarking	600.00	0.00	600.00
Toilet Repairs & Maintenance	500.00	58.72	441.28
Costs Associated with Village Green Status	300.00	0.00	300.00
Emergency Plan	300.00	0.00	300.00
EMC - Longdowns Bus Shelter Cleaning	305.00	254.30	50.70
Bus Shelter Repairs & Maintenance	700.00	1.00	699.00
EMC - Crellow Fields Amenity Area Caretaking	559.00	466.10	92.90
EMC - Crellow Fields Amenity Area Grass Cutting	559.00	506.10	52.90
EMC - Crellow Fields Amenity Area Hedge Trimming	355.00	296.60	58.40
EMC - Weed Treatment	458.00	381.40	76.60
Maintenance of Notice Boards	100.00	0.00	100.00
Maintenance of Grit Bins	500.00	0.00	500.00
Maintenance of Speed Signs	600.00	500.00	100.00
Sub Total	20,001.00	12,129.48	7,871.52
			+Reserves = 7,871.52
Playing Field Maintenance			
EMC - Playing Field Caretaker	7,526.00	5,884.84	1,641.16
Water	300.00	36.87	263.13

STITHIANS PARISH COUNCIL

FINANCIAL STATEMENT for 2020 - 2021

EXPENDITURE



Financial Position as at 15 February 2021			
	Budget	Spent to Date	Current Balance
General Maintenance Expenses	1,800.00	1,050.54	739.46
Annual Painting/Staining of Equipment	750.00	0.00	750.00
EMC - Playing Field Grass Cutting	3,980.00	3,648.37	331.63
EMC - Playing Field Hedge Trimming	508.00	466.07	41.93
Lease from Glebe	750.00	300.00	450.00
Annual Safety Inspection	240.00	240.00	0.00
Signage for Playing Field	200.00	0.00	200.00
Contribution to Pavilion Replacement Fund	5,000.00	Transferred to Pavilion Replacement Fund - See Below	
Contribution to Playing Field Development Fund	3,000.00	Transferred to PF Replacement Fund - See Below	
Contribution to Tennis Court Fencing Fund	2,000.00	Transferred to Tennis Court Fencing Fund - See Below	
Contribution to Longdowns Play Area Fund	1,000.00	Transferred to Longdowns PA Fund - See Below	
Repairs to PF Car Park Surface	500.00	0.00	500.00
Electricity for Footpath Lighting	300.00	291.39	8.61
Sub Total	27,854.00	12,452.73	4,361.27 +Reserves = 9,661.27

Playing Field Development Project

Public Works Loan Board			
Repayments on E20k Total Loans 1 & 2	3,679.90	3,679.90	0.00
Sub Total	3,679.90	3,679.90	0.00

Stithians Centre Development Project

Public Works Loan Board			
Repayment on E20k Loan 3	1,566.72	1,566.72	0.00
Repayment on E20k Loan 4	1,566.74	1,566.74	0.00
Sub Total	3,133.46	3,133.46	0.00

Other Expenditure: **GRAND TOTAL 88,667.84 80,468.44 13,838.92**

VAT 5,502.29

Expenditure from Reserves:		
Playing Field Development Fund	14,447.45	16,387.33
General Reserves	3,627.17	28,565.37
Pavilion Replacement Fund	0.00	35,104.95
Tennis Court Fencing Fund	0.00	4,318.27
Longdowns Play Area Fund	0.00	6,500.00
Computer & Software Fund	1,589.94	1,590.44
Community Fund	0.00	424.42
Neighbourhood Development Plan Fund	0.00	0.00
Stithians Institute Community Fund	13,600.00	43,720.11
OVERALL TOTALS	88,667.84	160,826.29

Overall Total Income 86,557.84 104,436.00

Surplus/Deficit of Income/Expend. 0.00 3,810.80

VAT Expenditure:

Finance	316.07
Planning	0.00
Environment, Highways & Footpaths	61.30
Playing Field Maintenance	166.73
Computer Fund	367.99
Tennis Court Fencing Fund	0.00
Longdowns Play Area Fund	0.00
General Reserves	601.83
Playing Field Development Fund	4,000.45
Pavilion Replacement Fund	0.00
NDP Fund	0.00
Community Fund	0.00
Stithians Institute Community Fund	0.00
TOTAL	6,026.29

VAT Income to Date: 3,009.82 including £1,636.91 from 2019/20
VAT to be Claimed: 6,329.29



STITHIANS PARISH COUNCIL

FINANCIAL STATEMENT for 2020 - 2021

Financial Position as at 31 February 2021

INCOME

	2020	2021
General Council Precept	75,000.00	75,000.00
Council Tax Budget Grant	2,391.48	2,391.48
CC Funding Maintenance	2,746.48	2,746.48
CC Shared Cn. Vc. Maint.	328.28	328.28
Rugby Club - Use of Field (MCL)	794.81	794.80
Tennis Club Fees	150.00	427.20
Swimming Club (MCL)	275.00	275.00
PGC - Churchyard Maintenance	760.00	760.00
Village Hall	28.00	28.45
Cover	0.00	14,702.14
Surplus Fees	1,800.00	1,800.00
Refund of VAT	0.00	2,009.82
Grant Income	30.00	51.00
Grant from Total Parishes	1,800.00	475.00
Total Electricity from Council	300.00	135.00
TOTAL INCOME	86,397.27	99,435.96

Additional Information

Totals		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144	2145	2146	2147	2148	2149	2150	2151	2152	2153	2154	2155	2156	2157	2158	2159	2160	2161	2162	2163	2164	2165	2166	2167	2168	2169	2170	2171	2172	2173	2174	2175	2176	2177	2178	2179	2180	2181	2182	2183	2184	2185	2186	2187	2188	2189	2190	2191	2192	2193	2194	2195	2196	2197	2198	2199	2200	2201	2202	2203	2204	2205	2206	2207	2208	2209	2210	2211	2212	2213	2214	2215	2216	2217	2218	2219	2220	2221	2222	2223	2224	2225	2226	2227	2228	2229	2230	2231	2232	2233	2234	2235	2236	2237	2238	2239	2240	2241	2242	2243	2244	2245	2246	2247	2248	2249	2250	2251	2252	2253	2254	2255	2256	2257	2258	2259	2260	2261	2262	2263	2264	2265	2266	2267	2268	2269	2270	2271	2272	2273	2274	2275	2276	2277	2278	2279	2280	2281	2282	2283	2284	2285	2286	2287	2288	2289	2290	2291	2292	2293	2294	2295	2296	2297	2298	2299	2300	2301	2302	2303	2304	2305	2306	2307	2308	2309	2310	2311	2312	2313	2314	2315	2316	2317	2318	2319	2320	2321	2322	2323	2324	2325	2326	2327	2328	2329	2330	2331	2332	2333	2334	2335	2336	2337	2338	2339	2340	2341	2342	2343	2344	2345	2346	2347	2348	2349	2350	2351	2352	2353	2354	2355	2356	2357	2358	2359	2360	2361	2362	2363	2364	2365	2366	2367	2368	2369	2370	2371	2372	2373	2374	2375	2376	2377	2378	2379	2380	2381	2382	2383	2384	2385	2386	2387	2388	2389	2390	2391	2392	2393	2394	2395	2396	2397	2398	2399	2400	2401	2402	2403	2404	2405	2406	2407	2408	2409	2410	2411	2412	2413	2414	2415	2416	2417	2418	2419	2420	2421	2422	2423	2424	2425	2426	2427	2428	2429	2430	2431	2432	2433	2434	2435	2436	2437	2438	2439	2440	2441	2442	2443	2444	2445	2446	2447	2448	2449	2450	2451	2452	2453	2454	2455	2456	2457	2458	2459	2460	2461	2462	2463	2464	2465	2466	2467	2468	2469	2470	2471	2472	2473	2474	2475	2476	2477	2478	2479	2480	2481	2482	2483	2484	2485	2486	2487	2488	2489	2490	2491	2492	2493	2494	2495	2496	2497	2498	2499	2500	2501	2502	2503	2504	2505	2506	2507	2508	2509	2510	2511	2512	2513	2514	2515	2516	2517	2518	2519	2520	2521	2522	2523	2524	2525	2526	2527	2528	2529	2530	2531	2532	2533	2534	2535	2536	2537	2538	2539	2540	2541	2542	2543	2544	2545	2546	2547	2548	2549	2550	2551	2552	2553	2554	2555	2556	2557	2558	2559	2560	2561	2562	2563	2564	2565	2566	2567	2568	2569	2570	2571	2572	2573	2574	2575	2576	2577	2578	2579	2580	2581	2582	2583	2584	2585	2586	2587	2588	2589	2590	2591	2592	2593	2594	2595	2596	2597	2598	2599	2600	2601	2602	2603	2604	2605	2606	2607	2608	2609	2610	2611	2612	2613	2614	2615	2616	2617	2618	2619	2620	2621	2622	2623	2624	2625	2626	2627	2628	2629	2630	2631	2632	2633	2634	2635	2636	2637	2638	2639	2640	2641	2642	2643	2644	2645	2646	2647	2648	2649	2650	2651	2652	2653	2654	2655	2656	2657	2658	2659	2660	2661	2662	2663	2664	2665	2666	2667	2668	2669	2670	2671	2672	2673	2674	2675	2676	2677	2678	2679	2680	2681	2682	2683	2684	2685	2686	2687	2688	2689	2690	2691	2692	2693	2694	2695	2696	2697	2698	2699	2700	2701	2702	2703	2704	2705	2706	2707	2708	2709	2710	2711	2712	2713	2714	2715	2716	2717	2718	2719	2720	2721	2722	2723	2724	2725	2726	2727	2728	2729	2730	2731	2732	2733	2734	2735	2736	2737	2738	2739	2740	2741	2742	2743	2744	2745	2746	2747	2748	2749	2750	2751	2752	2753	2754	2755	2756	2757	2758	2759	2760	2761	2762	2763	2764	2765	2766	2767	2768	2769	2770	2771	2772	2773	2774	2775	2776	2777	2778	2779	2780	2781	2782	2783	2784	2785	2786	2787	2788	2789	2790	2791	2792	2793	2794	2795	2796	2797	2798	2799	2800	2801	2802	2803	2804	2805	2806	2807	2808	2809	2810	2811	2812	2813	2814	2815	2816	2817	2818	2819	2820	2821	2822	2823	2824	2825	2826	2827	2828	2829	2830	2831	2832	2833	2834	2835	2836	2837	2838	2839	2840	2841	2842	2843	2844	2845	2846	2847	2848	2849	2850	2851	2852	2853	2854	2855	2856	2857	2858	2859	2860	2861	2862	2863	2864	2865	2866	2867	2868	2869	2870	2871	2872	2873	2874	2875	2876	2877	2878	2879	2880	2881	2882	2883	2884	2885	2886	2887	2888	2889	2890	2891	2892	2893	2894	2895	2896	2897	2898	2899	2900	2901	2902	2903	2904	2905	2906	2907	2908	2909	2910	2911	2912	2913	2914	2915	2916	2917	2918	2919	2920	2921	2922	2923	2924	2925	2926	2927	2928	2929	2930	2931	2932	2933	2934	2935	2936	2937	2938	2939	2940	2941	2942	2943	2944	2945	2946	2947	2948	2949	2950	2951	2952	2953	2954	2955	2956	2957	2958	2959	2960	2961	2962	2963	2964	2965	2966	2967	2968	2969	2970	2971	2972	2973	2974	2975	2976	2977	2978	2979	2980	2981	2982	2983	2984	2985	2986	2987	2988	2989	2990	2991	2992	2993	2994	2995	2996	2997	2998	2999	3000	3001	3002	3003	3004	3005	3006	3007	3008	3009	3010	3011	3012	3013	3014	3015	3016	3017	30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STITHIANS PARISH COUNCIL**RECONCILIATION OF BALANCES**

Starting Balance	180,293.51
Plus Income to Date	104,436.00
Less Expenditure to Date	100,625.20
Balance	184,104.31
Represented by:	
Current Account	167.02
Business Call Account	183,937.29
Total	184,104.31

15 February 2021

Balance as at 31/03/19 R/F	
Business Account	178,386.10
Current Account	1,907.41
Less o/s Cheques	0.00
	180,293.51
	180,293.51

Note: The above Balance of 184,104.31

Includes the following Reserves:

General Reserve	28,565.37
Playing Field Development Fund	16,387.33
Pavilion Replacement Fund	35,104.95
Tennis Court Fencing Fund	4,318.27
Longdowns Play Area Fund	6,500.00
Harold Phillips & Albert Collins Legacies	10,572.37
Computer & IT Fund	1,590.44
Community Fund	424.42
Neighbourhood Development Plan Fund	0.00
Clerk's Gratuity	9,059.58
Stithians Institute Community Fund	43,729.11
Total Reserves	156,242.84

UNALLOCATED BALANCE**27,861.47**

Contains Monies Ring Fenced for Specific Purposes, leaving 21,056.19 available

Contains Donations received for New Play Equipment totalling 5,145.27 to date

Interest Ring Fenced for Playing Field Development Fund. Capital remains in perpetuity

This Fund is Earmarked for use on Community Projects

This Fund is a Grant Earmarked for use in connection with the NDP. Any monies unspent at 31/03/21 must be returned

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

This Fund is Earmarked for Community Projects, subject to the agreement of the Institute Trustees

To finance budgeted expenditure

AGENDA ITEM 8.2**8.2 Appointment of New Clerk:**

As Members are aware, the closing date for applications was 5th February.

11 applications were received, all of which were of a very high standard.

A Special Council Meeting was held on 8th February when it was decided that, if the successful candidate were happy to job share, that can be facilitated and would be reviewed after 12 months.

A shortlist of four candidates has been drawn up and all have indicated that they are willing to job share.

Interviews are scheduled to be held by Zoom on 23rd and 24th February.

JV Calvert,**Clerk and RFO****11th February 2021****AGENDA ITEM 9.1**

This is merely a list of current Planning Applications prepared for the convenience of Councillors and is not included here. Anyone wishing to see it may do so upon application to the Clerk.

AGENDA ITEM 9.3 (a)**Application Ref: PA21/00889**

Proposal: Proposed conservatory extension and replacement of flat roof to existing garage with pitched roof.

Location: Woodstock, New Road, Stithians

Applicant: Mr & Mrs Cocks.

Decision Required:

Members are requested to consider the following report to reach a decision regarding the above planning application.

Date of Site Inspection:

Cllr H Jones, Thursday 11th February 2021.

REPORT:

Background:

This property is situated on a small offshoot lane from New Road (just by the Old Village Hall) and sits at the very end, it is well screened by shrubs and bushes.

The applicants are proposing an extension to their home by adding a modest conservatory at the front; no neighbours will be affected by this addition.

The other proposed alteration is the removing of a flat roof above the garage and replacing it with a pitched roof.

Matters of Concern:

None

Cllr H Jones 12/02/21

AGENDA ITEM 9.4

**Clerk's Report
for Meeting on 16th February 2021**

Planning Appeal

Summary of Decision Required:

To decide whether or not to withdraw the Council's objection to PA20/04058

Report:

Members will recall that Application PA20/04058 for the replacement of 6 Monterey Pines with 6 Scots Pines at 5 Vicarage Close was considered by the PC at the meeting held on 16th June 2020 when it was resolved NOT to support the application and to refer the matter back to Cornwall Council as the trees are subject to a TPO.

It was further resolved to inform Cornwall Council that, if they are minded to support the application despite the existence of a TPO, the PC suggests that permission for felling is limited to those trees which pose a danger after further consultation with the Forestry Officer.

It was also resolved to point out to Cornwall Council that these Monterey Pines are part of a

run of trees that form a significant feature in the Village opposite the historic church of St Stythians. The trees in two neighbouring properties are of a similar size and age. There could be a case for CC to consider all of the Monterey Pines as the applicant points out that work on one tree can have consequences for neighbouring trees e.g. additional wind exposure. This was submitted to Cornwall Council on 16th June.

The Forestry Officer had commented as follows on 11th June:

Visited 02/06/2020 by Ian Davies, Forestry Officer. Planning Application PA20/04058. G1 - Group of 6 Monterey pines - fell and replace with 6 scots pines. Supported but see below for details. The report submitted in support of this application makes a good case for felling and replacement of this part of the larger tree group. I consider that it is not feasible to do other than treat the pines as a unit. For this reason, I support the felling and replacement. We can only require the same number of replacements as trees that are felled. This is, however, a poor method in terms of arboriculture and creating the best strategy for replacing the group. If the applicant is willing, I would suggest that 12 small scots pine are planted and then thinned at a later date to favour the trees of best form at the time. The planting stock needs to be neither large nor expensive. The key to replacement will be good control of competing vegetation. To this end I would suggest the use of either a 100mm layer of bark chips or one of the commercially available mulch mats to cover a 1m diameter circle around each tree. If this cannot be agreed, then the same specification for the 6 replacement trees should be used. No Objections. Ian Davies, Forestry Officer.

Cornwall Council refused the application on 23rd June for the following reason:

It is the opinion of the Local Planning Authority that the trees are of significant public amenity value to Stithians village and contribute to the character of the area. The Health and life expectancy are sufficient to warrant retention of the trees. There is no clear and convincing evidence to justify the loss of all of the group of trees. Removal of the group is therefore considered to result in a detrimental impact upon the public amenity of the village.

An Appeal against this decision was lodged on 2nd July but not validated until 2nd December because of a backlog at the Planning Inspectorate. Because of this backlog, it is likely to be at least a further 33 weeks from that date before an Inspector is likely to be able to visit the site and the PI is encouraging parties to find a resolution (where possible) to save their time.

To this end, the Tree Surgeon sent an e-mail to the PC on 3rd December and a reminder on the 9th.

Unfortunately, neither of these was received and it wasn't until 6th February that, as a result of an e-mail from the Agent to the Chairman, we became aware of the matter was as follows:

The e-mail from the Agent was as follows:

We find it highly irregular that the Parish Council declined to respond to our tree surgeons' correspondence of 3rd & 9th December 2020 regarding the dangerous trees on our property at 5 Old Vicarage Close.

I have attached a copy of his email of 3rd December for your reference.

It is clear that these trees represent a danger to the public and your Council's continuing lack of acknowledgement in this respect is a dereliction of your public duty. You have a duty of care to address this matter, yet your Council continues to adopt a "head in the sand" approach. Expert tree surgeons acting for us and Cornwall Council agree that these trees are dangerous and should be removed, when will you and your fellow Councillors wake up and smell the coffee, when a branch causes a road traffic accident, or when a member of the public is seriously injured or killed?

The minutes of your Council meetings in December 2020 and January 2021 fail to acknowledge our tree surgeons correspondence, why is this?

We expect an answer, in the meantime we hope that your refusal to acknowledge this issue doesn't lead to a member of the public being seriously injured or worse.

Needless to say, I don't like the tone of the e-mail - he should have asked if they had been received rather than assuming that they were being ignored - but I haven't taken issue with it – I merely asked, in view of the fact that the Appeal is in progress, if they would like the matter to be considered at this meeting and they advised that they would.

So, I now present the original e-mail for Members' consideration:

I write with reference to the above planning application (refused) for the removal of 6 deteriorating monterey pines along the roadside boundary of 5 Vicarage Close.

I submitted an appeal against the decision (on behalf of the owners of the trees) on 2nd of July 2020 - but only received the acknowledgement of receipt from the PINS [on 1st December](#). In their correspondence they indicate a further delay of 33 weeks before an inspector will be able to visit the site - and encourage parties to find a resolution (where possible) to save their time. Can I please ask that Stithians Parish Council reconsider their position of objecting to the removal of this group of trees?

The Cornwall Council tree officer was in agreement with my report (attached) which asserted that the deteriorating physiological & structural condition of the trees cannot be effectively & efficiently managed in relation to the ongoing hazard they pose to the road & road users (including pedestrians) which they overhang. This is the first case I have been involved with where the planning department's decision has been against the advice of their own expert - in order to support the sentiments of the local PC.

I feel quite sure that the PINS officer will also agree with my report, and that this decision will be overturned.

I had the opportunity to briefly discuss this matter with Viv Kavanagh of Stithians Parish Council - while discussing another tree related matter on the phone in early July. She expressed the opinion that the parish council had been under the impression that the owners of the trees had engaged me to justify the removal of these trees on their behalf; in fact they had asked me for advice on how to safely manage the group and it was entirely my suggestion that the most appropriate management was to remove them.

The justification for the removal of the trees is clearly detailed in my report which accompanied the application - as are details of why perceived alternative pruning operations are inappropriate in this situation. This information & opinions were not contradicted in any way by CC tree officer.

I am more than aware that tree management is an emotive issue; and that as Parish Council you have a responsibility to the community you represent to preserve the beauty & nature of the village. But this proposal was about hazard management not an attempt to willfully remove trees without due consideration & justification.

With respect, I ask that you reconsider your position of objecting to this proposal - and let me know the outcome of your deliberations.

If the PC does change it's position I will be able to withdraw the appeal, and submit a new planning application for the same operation.

The Tree Surgeon's report is attached as Appendix 1 to this report for Members' information and you are asked whether or not you are willing to withdraw your objection and, by inference, to support a future (similar) application.

**JV Calvert,
Clerk and RFO
11th February 2021**

The Appendix to this report may be seen upon application to the Clerk

AGENDA ITEM 10.1

These notes are presented to the meeting for noting

NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING HELD ON FRIDAY 5th FEBRUARY 2021

Present:

(HJ) Councillor H Jones – Playing Field Portfolio Holder
(JT) Councillor Mrs J Thomas – Environment Portfolio Holder
(PCB) Councillor P Blease – Chairman of the Council
(TM) Tyrone Martin – EMC Contractor
(JVC) John Calvert – Clerk

Colours indicate action required by that person.

Apologies:

None

Because of the Coronavirus epidemic, the meeting was again conducted through "Zoom".
The notes of the meeting held on 11th January 2021 were used as basis for the agenda with other items added as necessary.

1. Inspection Sheet dated 6th January 2021:

- a) Toilet:
TM has fitted the mesh over the gutters to prevent them from blocking with leaves.
MW can now clear the leaves with a broom or something similar as they won't be lodged in the gutter.
- b) Longdowns Bus Shelter (North):
As previously, this was identified on the inspection sheet as being in need of repair.
TM has removed the (unsafe) bench and the shelter was safe at present. It was agreed that JVC would ask Truro Potable Buildings again when they might be able to replace it. E-mail sent 05/02. He says he will put both shelters in the production run w/c 8th February.
- c) Playing Field (General):
It was agreed to replace one slat on the picnic bench and one on the seat near the youth shelter, with any materials being purchased with the Council's debit card. This is on Tyrone's list of works agreed under Minute 10/01/21(4).
- d) Small Slide Platform:
Replacing the supporting timbers is on Tyrone's list of works agreed under Minute 10/01/21(4).
- e) Pavilion:
The future of the building was discussed at the January 2021 PC meeting when it was resolved to inform the RFC that the building had reached the end of its useful life and that they would need to find alternative accommodation for the next season JVC sent this letter by e-mail on 22nd January and at the time of this meeting, had received no response. It was noted that the Playing Field Working Group would be including the future of the pavilion in their report to the February PC meeting.
- f) Tennis Court:
It was noted that TM had removed the keys from the shop and would return them when HMG says it can reopen.
- g) Zip Wire:
Further to Minute 10/01/21(3), anti-slip sheets have been installed on the ramp. Some extra cost was incurred for fixings and timber, which were purchased by Tyrone using the Council's debit card with my agreement. These are reported in the Payments report to the February PC meeting.
- h) Multiplay:
Replacing the trapeze bar and rotten wood in the bridge is on Tyrone's list of works agreed under Minute 10/01/21(4).
- i) Skateboard Park:
JVC advised that he had received advice from Bendcrete on the best material to use to repair the joints. TM to ascertain costs of recommended materials and discuss a suitable course of action with JVC.

Following advice from HMG and CALC, it was agreed that the skateboard park should remain closed. It was noted that various drugs paraphernalia had been found there on various occasions and had informed the police of the fact that it was closed and also of the drug problem.

j) Youth Shelter:

TM had ground out the offending words and refitted the Perspex.

k) Warning Signs:

TM to provide JVC with a list of those which need replacing.

l) Longdowns Noticeboard:

TM advised that this would be cleaned within the next few days.

2. *Inspection Sheet Dated 3rd February:*

JVC pointed out a few errors in the sheet, which TM will correct in the next one. All matters identified for attention are either included in TM's list or have been dealt with.

3. *Access to and from New Playing Field:*

Following the agreement of the PC to create this access, and the receipt of an anonymous donation of £500 towards the cost, Rex Andrew had been advised that his quotation had been accepted. TM had cleared the vegetation from the site, but RA still had not yet been able to do the work as the ground was too wet.

4. *Annual PF Inspection:*

It was acknowledged that, because of Coronavirus, the report of the 2020 Inspection had not been actioned.

JVC had looked at it and was of the opinion that there were no matters which required immediate action and they could wait until after the 2021 Inspection. JVC had been informed by the present inspector that, as suspected, she had decided to retire.

He advised that he had contacted the local inspector (in Helston) mentioned at the last meeting and was awaiting his quotation for the 2021 Inspection following a recent visit to the playing field. He advised that it was his intention to invite further quotations. **Quotation received in the sum of £175 plus VAT, which is less than the present one and well within budget, so not asking others and have asked for a date in April for the inspection.**

5. *Crane Garage:*

JVC advised previously that he had received further complaints about the faint white lines at the junction. The Cormac Area Manager had advised on 27th October that they would be done "as soon as practicable". Following a further reminder, he had advised that were still scheduled to be done asap but dry weather was needed, which has been in short supply of late!!

JT had previously advised that vehicles were being parked on the verge at the junction to such an extent that they were an eyesore, several having been there for a considerable time.

JVC reported the matter to the Cormac Area Manager on 12th January with a copy to Cornwall Councillor John Thomas. The Cormac Area Manager advised of the difficulty in achieving any results and suggested yellow lines, which would mean that enforcement action could then be taken. It had been acknowledged that a site meeting with John Thomas would be needed before the matter could be progressed. In the meantime, John Thomas was pursuing the matter of enforcement by planning officers. JVC had asked him on 5th February for an update on progress but had not received a reply.

JT advised that matters had improved recently.

6. *Blocked Gulley:*

JT had previously advised of a blocked gulley near Bennet's Corner going towards Goonlaze.

JVC had reported the matter to the Cormac Area Manager on 12th January and had been advised that he was passing the matter to the Area Steward.

JT advised that the gulley was still blocked. JVC agreed to contact the area Manager again. **EM sent 05/02. Has been passed to the Area Steward for inspection.**

7. *Public Rights of Way:*

- i) Mill Lane:
PB advised the January meeting that, because of recent rain, the surface was becoming very rutted.
JVC had reported the matter on 12/01 Ref WKF0PRX7-101005260925.
 - ii) FP46 from Tresevern to Treskewes:
JT reported a boggy patch on this footpath to the January meeting.
JVC had reported the matter on 12/01 Ref VYQ75IT9-101005260949.
 - iii) FP at Smutty Croft:
TM advised of a hawthorn which needed trimming. It was noted that, if he did it, he would be legally obliged to put the trimmings in the field. JT agreed to contact the owner, Mrs Trevarthen, to discuss the matter. By chance, she met Mrs T, just after the meeting, who agreed that the trimmings could be put into the field on this and any subsequent occasions.
 - iv) Stile in New Playing Field:
PB advised of a discussion with a parishioner about the stile at the "bottom end" of the new playing field. TM agreed to add a plank of wood with some anti-slip sheeting on it.
8. *Litter Bin in Playing Field Car Park:*
PB commented that the bin was often full and overflowing. Agreed that JVC would contact Cornwall Council to ask if they would provide a bigger one. EM sent to Paul Daddow 05/02. Rather than provide a larger one, it will be monitored to decide if it needs emptying more often
9. *Next Meeting:*
The next meeting is scheduled for Monday 8th March at 9am.

JV Calvert

Clerk

5th February 2021 with additional information on 11th February.

AGENDA ITEM 10.3

REPORT: Dog Fouling Issues

Decision Required:

Members are requested to consider the following report to decide what actions to take.

Consider possible relocation of dog bin at entrance to Collins Parc.

Background:

There have been a number of reports about the antisocial behaviour of a small minority of dog owners who do not clear up after their animals. Residents of Longdowns have reported a significant increase in the problem there.

My own experience whilst walking around the roads suggests that the problem is significantly better than it was years ago. Improvements have been made with poo bins located around the parish and 8 poo bags dispensers located at strategic points around the parish. These poo bags in recycled dispensers have been supplied and replenished by the Cubs since 2019 and these efforts should be applauded. They did put up more but it is believed these were removed by Cornwall Council as they were attached to street furniture.

Judging by observing the dog bins I conclude that the vast majority of dog owners are being responsible and cleaning up after their animals and the question is how do we encourage the remaining minority to join them.

Most offenses occur after dark when offences are unlikely to be observed. Other culprits are a small number of people who let their dogs roam or the dog escapes

Potential Solutions for Consideration

1. Publicise Cornwall Council's (CC) reporting system which can be seen here <https://www.cornwall.gov.uk/environment-and-planning/animal-welfare/dog-welfare-and-enforcement-service/dog-fouling/report-dog-fouling/>
2. Publicise CC clearing up service for areas with excessive incidents which can be seen here <https://www.cornwall.gov.uk/environment-and-planning/animal-welfare/dog-welfare-and-enforcement-service/dog-fouling/report-dog-fouling/>
3. We should congratulate the Cubs' initiative and encourage them to expand the geographical reach of their initiative to Longdowns, Penhalvean & Goonlaze which would probably need SPC (Tyrone) help.
4. Volunteer to participate in CC trials of using "We are watching you" eyes posters. See Appendix 1 for example poster. Members may recall we previously decided against using such posters as it was felt to be a bit "big brotherish". That said early feedback from trials suggest that results have shown over 70% reduction of incidents. You can see feedback from trials here <https://www.cornwall.gov.uk/environment-and-planning/street-care-and-cleaning/keep-cornwall-clean/were-watching-you-anti-dog-fouling-campaign/> Depending on how posters are obtained there could be some significant costs associated with this route.
5. We could start & publicise our intended use of new 'no contact report cards' to make reporting dog fouling easier. I believe a number of members have been trained on the use of these and can cascade training to other members and possibly members of the public.
6. Shaming tactics. Drawing attention to the problem can make owners realise how much it upsets other people. Several councils have sprayed poo with bright colours. This and other extreme tactics used around the world can be seen in this BBC article <https://www.bbc.co.uk/news/magazine-22853270>

Incidentally, I have been asked by the owner of the old snooker hall if the dog bin outside his property could be relocated elsewhere. It is not ideally located on the post of the bus stop. Having looked at the issue, the only other location which is at all feasible would be moving the bin to the other side of the junction on the speed bump sign post. See appendix 2 showing pictures of current and possible locations for the bin.

Summary

We need to take some action proportional to the size of the problem in Stithians.

I suggest we consider implementing options 1 to 3 above and monitor matters to see if there is any improvements before we consider further options.

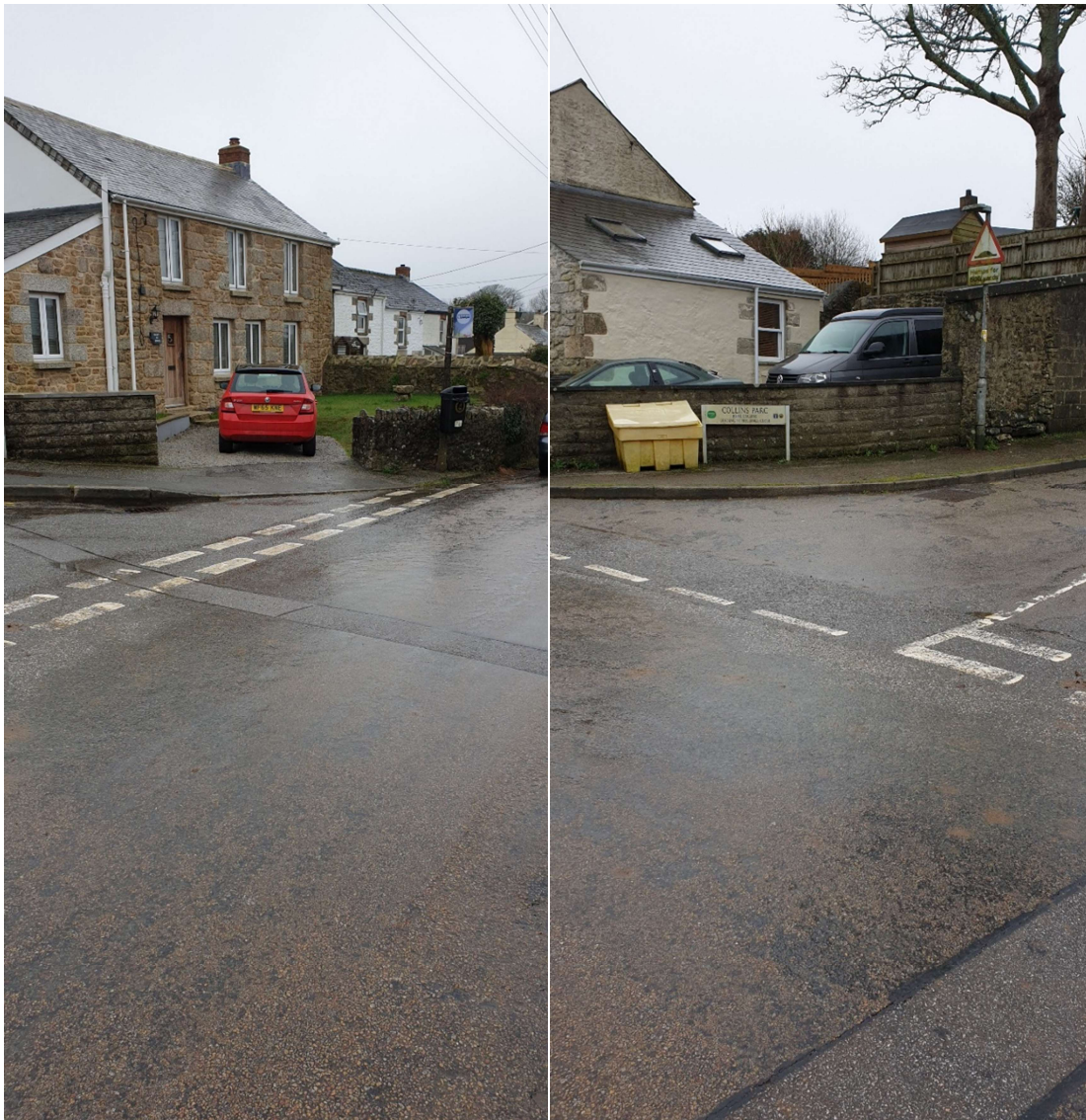
CLlr Phil Blease

9th February 2021

Appendix 1



Appendix 2



AGENDA ITEM 10.4

REPORT: Grit Bins

Decisions Required:

- 1. To instruct the Clerk to carry out a detailed survey of all the grit bins in the Parish and present a report to a future meeting.**
- 2. To decide if there is any urgent work on grit bins to be done now.**

Background:

At the December PC meeting, it was agreed under Minute 09/12/20(3), that Cllrs W Thomas and Bunclark would inspect all the bins in the Parish, decide upon a suitable course of action in respect of each one and, where possible carry out those actions in collaboration with others as necessary, but this was not followed up.

In the event, after informal discussion at the January meeting, when it was agreed that there should be an item on the agenda for this meeting, other Councillors inspected bins in order to inform this report. The situation in late January, along with proposed actions, as understood it, is shown below:

<u>Location of Bin</u>	<u>Present Condition</u>	<u>Proposed Action</u>
Foundry Bridge	Not sure how much is in it	On the gritting route so could be moved
Foundry Hill near Shelter	Almost full; has been topped up	On the gritting route so could be moved
Entrance to Collins Park	30% full; not topped up this season	
New Road near Shelter	30% full; not topped up this season; standing water	Drill holes to let water out?
Penhalvean	Some in it but ill-fitting lid	Possibly relocate it
Tregolls	Reasonably full; ill-fitting lid	

If the situation is any different, I trust members will inform the meeting.

As Members are aware, Cormac refill bins at the start of each gritting season, but they will only do so if they are in a serviceable condition. I believe there are several with ill-fitting lids, which is why Cormac have not filled them and is why some have water in them. Subsequent refilling/topping up has to be done at the PC's expense.

The more I try to go into detail on the bins, the more ifs, buts and maybes I come across. I'm not even sure that I have included every bin. Drilling holes is not the ideal solution to the water problem – the solution is to stop it getting in in the first place by sorting out ill-fitting lids.

As it is getting towards the end of the winter, I feel that the best way forward now is for the Clerk to carry out a detailed survey of each bin, with pictures and details of the condition of each bin and its contents. Obviously, given the present situation with Co-vid and the appointment of a new Clerk, no time can be put on this and it will necessarily be for the new Council to address.

In the meantime, I would ask Members if there is any urgent action they feel should be taken.

JV Calvert, Clerk

12th February 2021

AGENDA ITEM 11.1

Playing Field Sub Committee Report – Footpath & MUGA

Summary of Decision Required (Details in report):

To note the report & decide how we want to take this forward.

Report:

Proposed New Footpath

We identified the scale and positioning of the footpath, using the scaled drawings that Cllr Watt produced. The approx. length of the track would be 850m with a width of 2m.

As for the finish of the track we discounted tarmac on environmental concerns and elected to pursue quotes for a 'semi-bound' surface like that used on the paths in the new cemetery.

All excavated soil would be landscaped on site.

To date we have received 2 quotes, both very similar in total cost - £31k and £32k + VAT. We have identified that we would need to add the cost of edging and some form of base stabilizer to the quotes.

M U G A

We are pursuing changing from the single use with our Tennis court to a multi-use games area that incorporates Tennis, Football and Basketball.

The intention is to retain the location and footprint of the existing tennis court to minimize the cost to change. The new surface will be a synthetic surface with markings for 3 sports (football, tennis & basketball). The new fencing will be 3m high Sports Rebound fencing with recessed goals and basketball hoop on a lintel panel. To date we have 1 quote, with another pending - £41k + VAT

Cllrs Jones, Watt, Iles and Thomas

12th February 2021

AGENDA ITEM 12

Clerk's Report for Meeting to be held on 16th February 2021

Correspondence Received

SUMMARY OF DECISIONS REQUIRED (Details in Report):

- 1. To note receipt from Cornwall Council of their Town and Parish Council Covid-19 Update dated 22nd January 2021.**
- 2. To note information from Cornwall Council that the Seven Stars has been accepted for inclusion in Cornwall Council's list of assets of community value, subject to any appeal.**
- 3. To note receipt from Cornwall Council of their Town and Parish Council Covid-19 Update dated 29th January 2021.**
- 4. To note receipt from Devon & Cornwall Police of the January 2021 Edition of the Police & Crime Commissioner's Report.**
- 5. To note receipt from Devon & Cornwall Police of a Covid-19 Update dated 29th January 2021.**
- 6. To note receipt of the Neighbourhood Watch Newsletter for February 2021.**

7. To note receipt from Cornwall Council of their Town and Parish Council Covid-19 Update dated 5th February 2021.

REPORT:

Since the last meeting, in addition to certain items relating to the Coronavirus pandemic, which have been circulated as soon as they were received and not reported here, the following correspondence has been received:

Date	Type	From	Subject	Action Taken/Required
22/01	E-mail	Cornwall Council	Town & PC Covid-19 Update	See Section 1 of Report
27/01	E-mail	Cornwall Council	Asset of Community Value	See Section 2 of Report
29/01	E-mail	Cornwall Council	Town & PC Covid-19 Update	See Section 3 of Report
29/01	E-mail	Devon & Cornwall Police	PCC's Newsletter	See Section 4 of Report
29/01	E-mail	Devon & Cornwall Police	Covid-19 Update	See Section 5 of Report
02/02	E-mail	Devon & Cornwall Police	NHW Newsletter	See Section 6 of Report
05/02	E-mail	Cornwall Council	Town & PC Covid-19 Update	See Section 7 of Report

1. I circulated this to Members on 22nd January.
2. I circulated this to Members on 27th January. It is confirmation from Cornwall Council that the Seven Stars has been accepted as an Asset of Community Value, subject to any appeal.
3. I circulated this to Members on 29th January.
4. I circulated this to Members on 29th January.
5. I circulated this to Members on 29th January.
6. I circulated this to Members on 2nd February.
7. I circulated this to Members on 12th February.

JV Calvert,
Clerk
12th February 2021

AGENDA ITEM 12(A)

Clerk's Additional Report for February 2021

Correspondence Received between Report & Meeting

SUMMARY OF DECISION REQUIRED:

To note receipt from Cornwall Council of their Town and Parish Council Covid-19 Update dated 12th February 2021.

REPORT:

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

<i>Date</i>	<i>Type</i>	<i>From</i>	<i>Subject</i>	<i>Action Taken/Required</i>
12/02	<i>E-mail</i>	<i>Cornwall Council</i>	<i>Town & PC Covid-19 Update</i>	<i>See Note 1 below</i>

1. I circulated this to Members on 15th February.

16th February 2021**AGENDA ITEM 14****Authorisation of Payments – February 2021****Decision Required:****To approve payment of the sums shown in the report totalling £7,349.86.****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 the last column relate to the explanatory notes below the table.

Type	Date Due	Payee	For	VAT	Total Amount	See Note
Visa	20/01	Fenland Leisure	Anti Slip Sheets for Zip Wire Ramp	57.39	344.32	1
E	20/01	HMRC	National Insurance Contributions		1,180.67	2
DD	26/01	Everflow	Water Supply – Toilet, Playing Field & Cemetery		27.88	
Visa	26/01	Cornish Fixings	Timber for Play Equipment Repairs	16.59	99.54	3
Visa	27/01	Screwfix	Screws & Saw Blades	6.93	41.55	4
Visa	28/01	Cornish Fixings	Timber for Zip Wire Ramp	1.57	9.41	5
DD	01/02	Fields in Trust	Annual Membership Fee/Donation		65.00	
Visa	06/02	Laptops Direct	New Laptop	118.33	709.96	6
Visa	07/02	Bookers	Refuse Sacks	3.60	21.59	7
Visa	08/02	Lap Link	Program to "Clone" new laptop from old one.	11.18	67.09	8
Visa	10/2	Tool Station	Bolts for Work to Small Slide	1.98	11.90	9
E	15/02	Clerk	February Salary		1,399.97	10
E	17/02	HMRC	Clerk's Tax under PAYE – February		350.00	
E	17/02	HMRC	NI Employer's Contribution for Clerk - February		140.48	
E	17/02	M White	Toilet Cleaning – February		87.63	
E	17/02	M White	Litter Picking – February		142.89	
E	17/02	M White	Locking/Unlocking Meadowside Cemetery - Feb		30.42	
E	17/02	Tyrone Martin	Environmental Management Contract – Feb		1,786.19	11
E	17/02	Tyrone Martin	Maintenance of MSAS – February		50.00	
DD	04/03	PWLB	Stithians Centre Loan 4		783.37	
TOTALS				£217.57	<u>£7,349.86</u>	

Notes:

1. This purchase was agreed under Minute 10/01/21(3).
2. I have now taken over the admin of PAYE from Rita Wood. As Members are aware, HMRC have been saying for some time that the PC owes them money, but they would only discuss the matter with Rita. Members will recall that we paid a sum of £293.04 in September to stave off further interest charges. Rita was having dialogue with them but was getting nowhere. I have now ascertained that the money owed is due to the fact that, although I don't pay national insurance because of my age, the PC has to pay NICs for every employee whether or not that employee pays NICs. In previous years, we have not paid NICs but it appears that HMG have moved the goal posts for this year and, presumably subsequent years. There is, however, provision for it in this year's budget and also in next year's, albeit that come the end of the financial year it will have a shortfall of some £150 once all outstanding payments are made.
To avoid any more interest accruing, I had to make payments totalling £1,180.67 by 22nd January, which I did. This includes a payment of £140.48 for January. There will be two more similar payments for February and March.
3. Members agreed, under Minute 10/01/21(4), to accept Tyrone Martin's quotation for carrying out various works, mainly in the playing field. I pointed out at the time that

materials would be needed, and this is for the purchase of timber for various repairs, which he purchased using the Council's debit card with my agreement.

4. In order to fix the non-slip sheets agreed under Minute 10/01/21(2) to the zip wire ramp, Tyrone needed stainless steel screws, saw blades and other sundries. He purchased them using the Council's debit card with my agreement.
5. The zip wire ramp is 1100mm wide and the non-slip sheets are 1200mm wide. Rather than cutting the sheets along their long edge, I agreed with Tyrone's suggestion of placing 50mm x 50mm timber on each side of the ramp and agreed that he should use the Council's debit card to purchase the requisite timber.
6. I reported to the Special Council meeting held on 8th February, that the Council's laptop had "given up the ghost" and that I had had to purchase a replacement as a matter of urgency. My action was ratified at that meeting and this is that payment.
7. Tyrone needed refuse sacks and I authorised him to use the council's debit card to purchase them.
8. Following the purchase of the new laptop, it was necessary to transfer everything from the old to the new. Previously when we have needed to do this, I have taken both computers to Wiztek in Redruth and have been without them for at least two days. I spoke to them and they were unsure whether they would be able to do the transfer because I couldn't access the old one. However, I found a program that would do this even though I couldn't access the old one. It is cheaper than even Wiztek's "normal" transfer fee. I did the transfer on 11th February and am now using the new computer.
9. Tyrone needed bolts to effect the repairs to the small slide and I authorised him to use the council's debit card to purchase them.
10. This payment is the Clerk's gross salary (£1,749.97) less income tax due from the Clerk under PAYE for the month of February.
11. As Members are aware, the Environmental Management Contractor is paid in twelve equal monthly instalments for the various elements of the contract as follows:

<u>Element of EMC</u>	<u>Annual Payment</u>	<u>Monthly Payment</u>	
Footpath Maintenance	2,339.10	194.92	
Verge Maintenance	1,423.80	118.65	
Closed Churchyard Maintenance	1,118.70	93.22	
Lower Churchyard Maintenance	915.30	76.28	
Haverigg Cemetery Maintenance	610.20	50.85	
Meadowside Cemetery Maintenance	1,525.50	127.13	
Crellow Fields AA Grass Cutting	559.35	46.61	
Crellow Fields AA Hedge Trimming	355.95	29.66	
Crellow Fields AA Caretaking	559.35	46.61	
Weed Treatment	457.65	38.14	
Cleaning Longdowns Bus Shelters	<u>305.10</u>	<u>25.43</u>	
Total for Environment Portfolio	10,170	847.50	
Playing Field Caretaker	7,525.80	627.15	
PF Grass Cutting	3,980.00	331.67	
PF Hedge Trimming	<u>508.50</u>	<u>42.37</u>	
Total for Playing Field Portfolio	12,014.30	1001.19	
Grand Total	<u>22,184.30</u>	<u>1,848.69</u>	

As reported to the January meeting, however, £62.50 has been deducted from this payment to cover the February repayment for the impact driver. As it is likely to be used in the playing field and also because the playing field element is the largest component of the EMC, the payment has been taken from the playing field reserve and will be credited appropriately. This is the second and final payment.

JV Calvert
Clerk & RFO

12th February 2021