



A-barth Onan Hag Oll! Representing One and All

REPORTS FOR MARCH 2021 MEETING

AGENDA ITEM 6 – Revised Proposals for Ennis & Carbis Farm

Proposed revisions to planning application PA20/10399 - To demolish existing barn and to build 3 dwellings and to convert an existing barn to dwelling

For review with Stithians Parish Council, Tuesday 16th March 2021

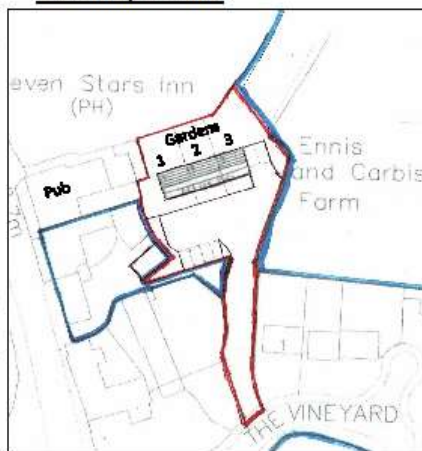
Address: Ennis & Carbis Farm, Church Road, Stithians, TR3 7DH

Applicant: Peter Green

Original layout



Revised layout - draft



Key features of proposed revision include:

- Reduced number of units from four to three.
- Breeze-block piggery (at green asterisk* on original plan) removed to open up space.
- Gardens now immediately adjoining respective properties – both front and rear.
- Units moved away from the north and west boundaries.

In addition, amended application will include an acoustic report to confirm that properties will be built to appropriate acoustic standards.

AGENDA ITEM 7.1

SEG report for SPC 16th March 21

1. Cllr. John Thomas has allocated £250 to SEG from the Community Chest fund.
2. The provision of a Solar PV /Battery system for The Stithians Centre (TSC) is progressing. At time of writing we are sorting the agreement document between CC, SEG and TSC. There are also discussions between SEG, Naked Solar and Western Power Distribution regarding feed into the grid.
3. I attended Geothermal Engineering's update meeting 3rd March.
Now that both the boreholes are drilled the next step in the project is to use a small rig to lower a submersible pump down one of the boreholes to pump the hot water to the surface. The temperature will be about 180C° and will flash to steam as soon as pressure is released. The water from that steam will be reinjected into the other borehole to test temperatures when circulated through the system. They hope to have data from this test by the end of April and then from this data the turbine and generator will be designed. The design and installation of the turbine and generator will take about a year.
4. I have worked on a proposed response to the DPD and this has been distributed to PC members to approve/amend. I am happy to answer any questions on this at the PC meeting.
5. I have a conflict of date between when SPC meetings and CPIR meetings are held. If CPIR cannot move their dates I might not be able to attend their meetings. This would be a great shame as we learn a lot from one another's experiences.
6. There is now a community-level carbon footprint tool that PC can use to calculate a parish's carbon footprint and although is not perfect, does give an indication of what areas need to be tackled. See link <https://impact-tool.org.uk>.
7. Vicki Spooner (SEG) has been pursuing the possibility of having Co-Cars in Stithians and I think has forwarded some forms to the PC. **What is the situation with these?**
8. I have submitted a follow on report to SPC regarding the number of trees that would be required to offset the lost carbon sequestration from the playing field footpath and some suggestions on water runoff.

AGENDA ITEM 7.2

Report for Meeting to be held on 16th March 2021

CLIMATE EMERGENCY DPD CONSULTATION

SUMMARY OF DECISION REQUIRED (Details in Report):

To accept Brian Piper's comments as those of the Council and to authorise the Clerk to submit them to Cornwall Council.

REPORT:

Cornwall Council is publishing the draft Pre-Submission Climate Emergency Development Plan Document (DPD) for a statutory 6-week consultation period between 26 February and 5pm on 16 April 2021. This third stage of consultation gives a final opportunity to comment on the

Policies that have been developed during this process, before the DPD is submitted to the Secretary of State for independent examination.

The DPD is accompanied by a Sustainability Appraisal, Habitat Regulations Assessment and policies map alongside other evidence reports. The proposed DPD contains policies to help ensure that planning decisions consider and respond to the challenges of climate change.

They are asking for comments on these documents in order to understand final thoughts on the proposed policies in the Climate Emergency DPD prior to its submission to the Secretary of State for examination in public.

Once adopted, the Climate Emergency DPD will sit alongside the Cornwall Local Plan: Strategic Policies and other DPDs and will be used for decision making on development proposals.

Brian Piper has prepared the attached for consideration by Members prior to responding to the consultation.

JV Calvert,

Clerk

10th March 2021

Appendix 1 to AGENDA ITEM 7.2

Climate Emergency Development Plan Document (DPD) Pre-Submission draft response

This is the third stage of consultation and gives a final opportunity to comment on the Policies that have been developed before it goes to the Secretary of State for independent examination.

Having read through the DPD draft pre - submission document, it now seems to cover most of the relevant issues regarding climate change. However, there are a few areas that might be worth mentioning.

Policy TC2 (5) g There is mention of providing locations for car club vehicles but no mention of provision for autonomous vehicles. We feel within ten years autonomous electric taxis will be an important part of public transport for people in rural areas. The ability to be able to dial for a car to take people into town or a transport hub from rural areas will help negate the necessity to own a private car.

Policy TC2 Provision for parcel delivery and drop off points should be provided in towns and villages. The reduced miles delivery vans have to make would also save time, energy and carbon emissions. A reduction in delivery charges would be the incentive to use this system. Similar to InPost. Delivery and drop off point could also be at shops, cafes etc. increasing footfall in these businesses. Transport hubs would be another convenient place. With the ever increasing amount of items bought online we feel this would significantly reduce the delivery miles with its associated carbon emissions.

Policy TC2 The DPD is correct in providing green spaces and street trees etc. in our towns centres to encourage people to enjoy and spend time in them. However, this is not Europe with its outside street eating scene, we do have more than our fair share of rain and we feel the provision of shelters, canopies, and canvas awning etc. should form part of these town changes. Shop owners saw the advantage of awnings but with more shops closing down and being converted to dwellings, these shelters will no longer be available. It's not only rain we will have to encounter but increasingly hot summers and the shelters will then be required for shade.

Policy T1 The DPD is correct in its acknowledgement for the need to reduce car use in its planning. However we feel this will be difficult to achieve until there is a charge per mile for private car use. The introduction of electric vehicles could exasperate this situation because

their running costs are extremely low, zero if running on solar power. Government will lose £40bn in fuel duty once EVs are introduced and are looking at how this shortfall can be addressed. Cornwall Council's provision of a better public transport system, the carrot also requires a stick, and this could be the adoption of a road charging scheme.

Policy T1 This is a reiteration of the point made in Policy TC2 (5) g above, there is no mention of provision for autonomous vehicles. We also feel Smart systems will be imperative in running a future public transport system. For instance, if four separate people dial for transport then a suitably sized and close autonomous vehicle should be redirected to pick them up, a pick up time stated and updated live. Towns and roads will have to incorporate the hardware to enable these systems to be adopted. The public's transport requirements could be quite complex and could only be managed by a Smart system.

Policy T2 We feel parking bays especially at supermarket car parks should incorporate solar PV panels. Large systems should also incorporate rainwater harvesting. As well as providing electricity these installations would provide shade in our increasingly hot summers. Vehicles will also be kept in the shade reducing the use of their air conditioning which is not an insignificant amount of the vehicle's energy use.

Policy RE1 (6) Energy storage. Does this include the production of hydrogen from excess renewables? Transporting of the produced hydrogen might also be an issue.

Policy SEC1 – Sustainable Energy and Construction There is another factor that possibly comes into this category and that is regarding the construction equipment used. There is now some construction equipment, from small hand tools up to diggers and excavators, that don't use fossil fuels.

Policy SEC1 (3) – Sustainable Energy and Construction. We think there is a case to be answered regarding the ventilation of our schools. Retrofitting our schools with MVHR (Mechanical Ventilation with Heat Recovery) systems could not only save on heating with its associated carbon emissions but also benefit children's health. We have seen during Covid that ventilation of our school classrooms has been important in reducing spread of the Covid viruses. I imagine we could also expect similar improvements in the number of coughs, colds and sickness if ventilation was improved. Just to point out, an MVHR is not an air conditioning / recirculating system but uses a heat recovery and ventilation system that supplies fresh air and extracts stale air. At the same time this system recycles just the heat through a heat exchanger, not the air.

Policy SEC12b. New Development – Residential • Total energy use less than 40kWh/m2/annum; This seems to be about right. However, We are assuming this does not include onsite electric vehicle charging as this could increase kWh. Might be worth clarifying this point.

AGENDA ITEM 7.3

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 and to confirm the new Clerk as Jane Richards.
3. To include the maintenance of the Mobile Speed Activation Sign and the Cleaning of Notice Boards in the Environmental Management Contract with effect from 1st April 2021.
4. To appoint Cllr Bunclark as Planning Portfolio Holder and Cllrs Iles, W Thomas and Mrs Sylvester as Assistants until the May 2021 Election.

Report:

8.1 Council's Current Financial Position:

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 10th March 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

STITHAM PARISH COUNCIL

FINANCIAL STATEMENT for 2020 - 2021

Financial Position as at 10 March 2021

	Budget	Spent to Date	Over/Under
Finance & Administration			
Grants	280.00	2,816.80	-1,616.80
Grant to MVRG	180.00	900.00	0.00
Public Relations	280.00	0.00	280.00
Printing of "Spotlight"	80.00	0.00	80.00
Maintenance of Website	200.00	171.25	118.75
Maintenance of Cemetery Adish System	180.00	65.00	18.00
Coping Cemetery	700.00	Transported by Clarks Cemetery Mowing	
Site of Hall	800.00	40.00	800.00
Electricity Expenses	0.00	0.00	0.00
Clerks Salary	20,440.00	18,240.00	1,190.00
Clerks NI (Employer's)	1,880.00	1,614.10	-14.10
Administration of PAYE	144.00	0.00	144.00
Adish Expenses	700.00	486.78	208.24
CHURCHMAN'S Administration	80.00	60.00	-12.00
Use of Local Council Clerk's Rate	300.00	200.00	82.00
Membership of ICOM	180.00	0.00	0.00
Contribution to Cemetery & Cemetery Fund	0.00	0.00	0.00
Internal Audit Fees	400.00	350.00	0.00
Cemetery Audit Fees	400.00	900.00	-500.00
Chairman's Allowance	180.00	0.00	180.00
Subsistence & Travelling for Members	180.00	0.00	180.00
Insurance	1,000.00	1,800.00	-800.00
Training for Clerk & Cllr	400.00	40.00	360.00
Clerk Fees	20.00	0.00	20.00
Neighbourhood Development Plan	800.00	0.00	800.00
Contingency Fund	800.00	100.00	200.00
Contribution to General Reserve	470.00	470.00	0.00
Sub Total	51,730.00	27,966.81	2,863.19
Finance			
Travelling & Subsistence	80.00	0.00	80.00
Travel Expenses	180.00	0.00	180.00
Sub Total	180.00	0.00	180.00
Environment, Leisure & Facilities			
EMC - Highway verge Maintenance	1,400.00	1,500.16	110.00
Litter Clearance Contract	1,715.00	1,571.79	143.21
Litter Clearance Materials	180.00	65.00	45.00
EMC - Footway & Cemetery Maintenance	610.00	550.00	60.00
EMC - Lower Churchyard Maintenance	610.00	550.00	60.00
EMC - Church Churchyard Maintenance	1,140.00	1,080.42	59.58
EMC - Miscellaneous Cemetery Maintenance	1,600.00	1,380.43	219.57
Maintenance Cemetery Maintenance Materials	800.00	24.00	476.00
Maintenance Cemetery - Littering & Unruly	300.00	252.00	118.00
Maintenance Cemetery - MOWING	800.00	0.00	800.00
Water Supply - Cemetery	180.00	0.00	180.00
Tariff Cleaning Contract	1,000.00	950.00	50.00
Tariff Cleaning Materials	300.00	220.00	80.00
WATER TOLLS	400.00	0.00	400.00
Blackfly - Tolls	400.00	280.00	120.00
Water & Sewage - Tolls	400.00	320.00	80.00
EMC - Footpath Maintenance	2,300.00	2,144.12	155.88
Extra FP Maintenance & Weeding	800.00	0.00	800.00
Tariff Repair & Maintenance	600.00	54.72	545.28
Grass Associated with Village Green	300.00	0.00	300.00
Contingency Plan	300.00	0.00	300.00
EMC - Longdowns Bus Shelter Cleaning	300.00	274.73	25.27
Bus Shelter Repair & Maintenance	700.00	1.00	699.00
EMC - Church Field & Cemetery Maintenance	600.00	513.71	86.29
EMC - Church Field & Cemetery Maintenance	600.00	583.71	16.29
EMC - Church Field & Cemetery Maintenance	300.00	320.00	-20.00
EMC - Wood Treatment	400.00	410.00	-10.00
Maintenance of Village Green	180.00	0.00	180.00
Maintenance of Hall Site	800.00	0.00	800.00
Maintenance of Ground Signs	800.00	800.00	0.00
Sub Total	20,000.00	13,236.87	6,763.13
Finance Field Maintenance			
EMC - Playing Field Contractor	7,000.00	6,448.48	551.52
Water	300.00	44.00	256.00

STITHAM PARISH COUNCIL
FINANCIAL STATEMENT for 2020 - 2021



EXPENDITURE

Financial Position as at 31 March 2021

	Budget	Spent to Date	Current Balance
General Maintenance Expenses	1,000.00	1,256.87	673.43
General Painting/Repainting of Equipment	700.00	0.00	700.00
EMG - Playing Field Grass Cutting	3,000.00	3,046.27	391.80
EMG - Playing Field Hedge Trimming	800.00	466.87	41.89
Leaves from Gates	700.00	300.00	400.00
Annual Safety Inspection	240.00	240.00	0.00
Signage for Playing Field	200.00	0.00	200.00
Contribution to Pavilion Replacement Fund	4,000.00	Transferred to Pavilion Replacement Fund - New Balance	
Contribution to Playing Field Development Fund	3,000.00	Transferred to PE Replacement Fund - New Balance	
Contribution to Tennis Court Feeding Fund	2,000.00	Transferred to Tennis Court Feeding Fund - New Balance	
Contribution to Longstone Play Area Fund	1,000.00	Transferred to Longstone PA Fund - New Balance	
Repairs to PF Car Park Surface	0.00	0.00	0.00
Electricity for Footpath Lighting	200.00	201.39	8.91
Sub Total	27,800.00	12,868.88	4,187.15

Playing Field Development Project

Public Works Loan Board			
Repayment on 2020 Total Loans 1 & 2	3,070.00	3,070.00	0.00
Sub Total	3,070.00	3,070.00	0.00

Billions Games Development Project

Public Works Loan Board			
Repayment on 2020 Loan 3	1,000.72	1,000.72	0.00
Repayment on 2020 Loan 4	1,000.74	1,000.74	0.00
Sub Total	2,001.46	2,001.46	0.00

GRAND TOTAL 32,871.54 32,940.14 4,187.15

Other Expenditure:

VAT	8,039.82	
Expenditure from Reserves:		
Playing Field Development Fund	14,280.79	15,387.33
General Reserves	3,987.17	26,088.57
Pavilion Replacement Fund	0.00	35,184.30
Tennis Court Feeding Fund	0.00	4,818.27
Longstone Play Area Fund	0.00	3,638.00
Computer & Billions Fund	2,214.82	1,391.00
Community Fund	0.00	484.42
Neighbourhood Development Plan Fund	0.00	0.00
Billions Institute Community Fund	15,400.00	45,738.11
OVERALL TOTALS	32,871.54	186,768.50

Overall Total Income 32,871.54 186,768.50

Surplus/Deficit of Income/Expend. 0.00 0,494.91

VAT Expenditure:

Finance	390.87
Planning	0.00
Environment, Highways & Transport	82.80
Playing Field Maintenance	758.94
Computer Fund	442.81
Tennis Court Feeding Fund	0.00
Longstone Play Area Fund	0.00
General Reserves	971.80
Playing Field Development Fund	4,000.14
Pavilion Replacement Fund	0.00
NECP Fund	0.00
Community Fund	0.00
Billions Institute Community Fund	0.00
TOTAL	8,039.82

VAT Income to Date 3,008.97 Including £7,856.61 from 20/01/21
VAT to be Claimed 4,496.71

THE JOURNAL OF THE

RESEARCH, DEVELOPMENT & TEST CENTER
Wheeler Building

MOORE

Summary 2 to Summary 5, Item 3.1



Classified: For Release on 09-25-2000

[illegible]

Individual Experiences

[illegible]

Appendix 3 to AGENDA ITEM A.1



STITCHMANS PARISH COUNCIL

RECONCILIATION OF BALANCES

Starting Balance	160,285.51
Plus Income to Date	105,785.59
Less Expenditure to Date	107,380.59
Balance	158,790.51
Represented by:	
Current Account	1,889.41
Business Call Account	160,901.10
Total	162,790.51

10 March 2021

Balance as at 31/03/2020	160,285.51
Business Account	175,385.40
Current Account	1,889.41
Business Call Account	1,889.41
Total	180,285.51

Other Balances of

General Reserve	20,885.37
Playing Field Development Fund	10,887.59
Plaython Replacement Fund	35,104.85
Twelve Court Parking Fund	4,316.57
Longleaves Play Area Fund	5,000.00
Herold Phillips & Albert Collins Legation	10,882.37
Computer & IT Fund	1,881.00
Community Fund	4,316.57
Widening Participation	4,316.57
Choir's Quality	5,000.00
Stitchmans Community Fund	45,220.11
Total Reserves	162,790.51

UNALLOCATED BALANCES

20,885.37

Correlation Mobile Ring Fenced for Specific Purposes, leaving Correlation Donations reserved for New Ring Equipment building

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

This Fund is earmarked for use on Community Projects
This Fund is a Capital Development Fund for use in any way with the Parish. Any income (except of £10,000) must be retained
This Fund is for the sole purpose of providing a building for the Clerk and employees
This Fund is earmarked for Community Projects, subject to the agreement of the Executive Trustees

To Finance budgeted expenditure

AGENDA ITEMS 8.2 – 8.4

8.2 Appointment of New Clerk:

Interviews for the New Clerk took place on 23rd and 24th February. Four candidates were shortlisted and, after much deliberation following the interviews, Jane Richards was offered the post.

Members are aware that, at the Special Meeting of the Council held on 8th February, it was agreed that, if the preferred candidate were happy to job share, that could be facilitated.

Members will recall that the job share split originally proposed was 15/8.

In the event, the present Clerk offered to reduce his working hours to 5 hours per week, which he considers sufficient to fulfil the RFO role.

That meant that, within the existing budget, the new Clerk could be offered 21 hours instead of the 23 originally specified, which also means that the PC benefits from a total of 26 hours rather than the current 23.

It also means that we were able to guarantee the new Clerk the full 23 hours per week from 1st April 2022 and still maintain the present Clerk on 5 hours per week whilst also keeping within the existing budget. This, of course, gives the PC effective hours of 28 per week.

I'm pleased to say that Jane accepted this proposal and has signed a suitably worded contract. The present Clerk's contract of employment will be amended to take effect from 1st July, when his hours reduce from 23 to 5 per week.

8.3 Amendments to Environmental Management Contract:

As Members are aware, Tyrone Martin currently moves the Mobile Speed Activation Sign (MSAS) around the village every three weeks and also keeps it Maintained and charged, for which he receives the sum of £50 per month. He also cleans the notice boards every six months, for which he invoices to the tune of £50 each time.

It makes sense, if only to make administration easier, to include both these items in the EMC and to revise the contract accordingly.

Obviously, there are no budgetary implications and I trust Members will agree to this proposal with effect from 1st April 2021.

8.4 Appointment of Portfolio Holders:

Following the resignation of Cllr Jones, there are now two Portfolio Holder vacancies: Planning and the Playing Field.

Whilst I am aware that there will be elections in May and that thereafter there will be a new Council which will meet at the Annual Meeting on 18th May to appoint Portfolio Holders, etc., at least one of these must be filled before then. We can manage without a Portfolio Holder for the Playing Field until then, but, in order to prepare reports on planning applications, we need a PFH for Planning immediately.

Cllr Bunclark, as the assistant PFH who had the most involvement with planning applications whilst Cllr Jones was PFH, has fulfilled this role with assistance from Cllr Iles from the date of Cllr Jones's resignation to the date of your meeting.

Members are requested to consider appointing a Planning Portfolio Holder for the period from now until the Election.

**JV Calvert,
Clerk and RFO
10th March 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: PA21/00313

Proposal: Proposed rear extension

Location: Capensis, Tresevern Croft, Goonlaze, Stithians

Applicant: Mr Warden

Decision Required:

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

Date of Site Inspection:

Cllr Adam Bunclark and Cllr Ross Iles, Tuesday 9th March 2021

REPORT:

Background

Proposed rear extension to the rear of an existing Bungalow that is situated in the hamlet of Goonlaze.

Members will recall that a previous application for the construction of a separate dwelling in the rear garden was not supported by the PC and was subsequently refused.

The proposed extension will be constructed forming a large two bedroomed, one en-suite and additional bathroom and large living room area. The extension will match the existing build and be a continuation of the existing property. The rear is not overlooked by neighbouring homes.

Matters of Concern:

None.

Cllr A Bunclark & Cllr R Iles

09/03/2021

AGENDA ITEM 9.3(b)

Application Ref: PA21/01428

Proposal: Erection of stable building and use of land for equestrian purposes.

Location. Penhalurick Farm Penhalvean Redruth Cornwall.

Applicant: Miss S P Trenoweth.

Decision Required:

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

Date of Site Inspection:

Cllr Adam Bunclark and Cllr Ross Iles, Tuesday 9th March 2021.

REPORT:

Background

The land is located via the entrance to Home Farm in Penhalurick, Penhalvean. It should be noted, however, that Miss Trenoweth has legal right of way to access her land. The site consists of 3.72 hectares having previously been used for grazing in association with Home Farm. The stable will have a floor area of 14.5 x 3.6 metres and will accommodate four horses. Brown tanalised shiplap and weatherboard with grey doors. It should be noted that the building will be provided with moveable skids. Water will be provided in two tanks adjoining the stable building in order to collect rainwater from the roof. Any associated horse manure will be spread on the land regularly to prevent build-up of any dung heaps.

Matters of Concern:

None

Cllr A Bunclark & Cllr R Iles

09/03/2021

AGENDA ITEM 10.1

These notes are presented to the meeting for approval & noting.

NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING HELD ON MONDAY 8th MARCH 2021

Present:

(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 5th February 2021 were used as basis for the agenda with other items added as necessary.

1. Items from Previous Inspection Sheets:

Several items from the notes of the last meeting have been addressed and therefore do not appear here.

a) Longdowns Bus Shelter (North):

JVC had asked Truro Portable Buildings again when they might be able to replace it and had been informed that both shelters were due to be in the production run w/c 8th February. He had heard nothing further and **agreed to contact them again. EM sent 10/03**

b) 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 still 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, although it has been established that they will be considering the matter "soon".

c) Tennis Court:

It was noted that TM had removed the keys from the shop and would return them on 29th March when it will be permitted to reopen.

d) Skateboard Park:

TM advised that he was awaiting a price from the Supplier suggested by Bendcrete for suitable material to repair the joints. **He will follow it up.**

e) Warning Signs:

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

f) Longdowns Noticeboard:

TM advised that this had been cleaned and **would submit his invoice to JVC.**

2. *Inspection Sheet Dated 3rd March:*

- a) Litter Bin in PF Car Park not emptied:
TM had reported this to CC.
- b) Youth Shelter Litter Bin:
TM to replace this week.
- c) Repairs to Train:
Work has started.
- d) Painting of Big Slide:
TM currently sourcing paint.
- e) Safety Surface at Roundabout:
Not a safety issue – in hand.
- f) Sputnik Welding:
TM to organise.
- g) Play in See Saw Bearings:
TM to investigate.
- h) Zip Wire Rope:
This has been wilfully removed for the third time. TM to consider alternative.
- i) Excessive Dog Mess – Crelow Fields AA:
PB will be doing some publicity soon and will specifically mention CFAA. TM to collect some notices from JT.
- j) Tree across River – Crelow Fields AA:
TM to remove ASAP.

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

Situation remains the same: 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 although RA had placed a pile of stone, he still had not been able to do the work as the ground was too wet.

4. *Annual PF Inspection:*

JVC advised that he was still awaiting a date 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!!

PB questioned why white lines had been done in Crelow Lane but not at Crane Garage.

JVC agreed to ask. EM sent 10/03

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, following an improvement, more vehicles were starting to appear.

JVC advised that John Thomas was wanting to organise a site meeting asap.

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 at the February meeting that the gulley was still blocked. JVC had agreed to contact the area Manager again, which he did on 05/02 and was again informed that it had been passed to the Area Steward for inspection. JT stated that it was still blocked and JVC agreed to contact Cormac again. EM sent 10/03

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:

This matter has been resolved.

iv) Stile in New Playing Field:

PB had previously advised of a discussion with a parishioner about the stile at the "bottom end" of the new playing field. TM had agreed to add a plank of wood with some anti-slip sheeting on it and advised that the work would be done this week.

v) Polkanuggo – Mr Bostock:

JT advised of an e-mail received from Mr Bostock asking for better signage and stated that she was happy to deal with him.

vi) Footpath 32/1 to Trig Point at Polkanuggo:

JT advised that the landowner had not cleared his overhanging vegetation and the footpath was now virtually impassable. JVC agreed to write to him advising that if he didn't do it, the PC would and recharge him for the work. I thought about this and decided to seek advice from CC and suggest the letter might be better coming from them. EM sent to Penny Hodgson on 10/03.

8. *Litter Bin in Playing Field Car Park:*

PB had previously 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. This he did and had been advised that, rather than providing a larger one, it would be monitored to see if it needed emptying more often.

9. *ID for Contractor:*

JT referred to a recent incident where a resident had been concerned about the presence of someone near her property, who turned out to be TM, and suggested that he should carry ID provided by the Council. TM to provide photo to enable JVC to prepare suitable ID.

10. *Next Meeting:*

The next meeting is scheduled for Monday 12th April 2021 at 9am.

AGENDA ITEM 11.1

Report for Meeting on 16th March 2021

Prince's Countryside Access Fund

Summary of Decision Required:

To note the content of the report.

Report:

It was agreed at the February meeting, under Minute 11/02/21(1), the Cllr Whitbread-Jordan would attend a webinar on 3rd March in connection with the above.

He has submitted the following:

The reason for attending this webinar was to ascertain whether we as a Parish Council could apply for funds to help to continue to develop our playing field area. The answer is 'no' because we fall under the category of 'local government' and as such are excluded.

The fund is targeted to support any local community group/organisation that is suitably setup (incorporated) and will provide funds for both capital investment, purchase of consultants, on-going running costs.... The application process is well supported with clear guidance available both in written form as well as access to the grants coordinator.

Even though the Parish Council is excluded, it is possible that funds may be applied for by the early years group, the Village Hall Committee (they like to fund specific projects, not running costs) and those looking to develop our 'local plan'. The most important aspect to any application is that it clearly shows community support via consultation/engagement.

Current applications were to be submitted by the end of March 2021 with the next round of applications being sought in Autumn 2021.

JV Calvert,

Clerk

15th March 2021

AGENDA ITEM 12

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

Correspondence Received

SUMMARY OF DECISIONS REQUIRED (Details in Report):

- 1. To note receipt of the Neighbourhood Watch Newsletter for February 2021.**
- 2. To note receipt from Cornwall Council of their Town and Parish Council Covid-19 Update dated 26th February 2021.**
- 3. To note receipt of the Neighbourhood Watch Newsletter for March 2021.**
- 4. To note receipt from Cornwall Council of their Town and Parish Council Covid-19 Update dated 5th March 2021.**
- 5. To receipt from CALC of their Briefing Note dated 5th March 2021.**
- 6. To note receipt from CALC of their Elections Update dated 8th March 2021.**
- 7. To decide whether or not to make a donation to the Women's Centre Cornwall.**

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
25/02	E-mail	Devon & Cornwall Police	NHW Newsletter	See Section 1 of Report
26/02	E-mail	Cornwall Council	Town & PC Covid-19 Update	See Section 2 of Report
02/03	E-mail	Devon & Cornwall Police	NHW Newsletter	See Section 3 of Report
05/03	E-mail	Cornwall Council	Town & PC Covid-19 Update	See Section 4 of Report
05/03	E-mail	CALC	Briefing Note	See Section 5 of Report
08/03	E-mail	CALC	Elections Update	See Section 6 of Report
09/03	E-mail	Women's Centre Cornwall	Donation	See Section 7 of Report

1. I circulated this to Members on 3rd March.
2. I circulated this to Members on 3rd March.
3. I circulated this to Members on 3rd March.
4. I circulated this to Members on 5th March.
5. I circulated this to Members on 8th March.
6. I circulated this to Members on 8th March.
7. I have received the following from the Women's Centre Cornwall:

I am writing to you on behalf of the Women's Centre Cornwall. The Women's Centre Cornwall offers free, safe and confidential specialist support to women and girls in our community, who have experienced any form of sexual violence and/or domestic abuse at any time in their lives. In addition to running a helpline and online forum, we offer up to 26 weeks of one-to-one specialist support to take women and girls through a journey of healing.

Sexual and domestic abuse are deeply traumatic experiences with serious and longstanding consequences including negative impacts upon relationships, self-worth, ability to concentrate, confidence, health and wellbeing. Many women will experience anxiety, depression and other mental health issues such as PTSD. Our empowerment model of support helps women and girls to understand what has happened to them and how it has affected them. With our support, women and girls are able to move on with their lives, restore their sense of wellbeing and have a much better chance of reaching their potential and living happy, fulfilling lives.

We are currently providing specialist one-to-one support to 186 women and girls who have been abused. As you may have seen in recent media reports, the demand for services such as ours is increasing and we are seeking extra resources in order to meet this need. I am therefore writing to ask whether you could you make a donation to support women and girls in your parish and help us to continue providing this valuable service?

If you have any further question, please do not hesitate to ask. If you would be willing to donate you can send a cheque to The Women's Centre Cornwall, P.O. BOX 39, Bodmin, Cornwall PL31 1XF or via BACS NatWest sort code 60-03-54 account 82106126

Many thanks in advance for your support

Tamsin Chapman-Gunner | Fundraiser

Members are requested to consider the matter of a donation, which, if agreed, would have to come from reserves as the budget is already over-subscribed.

JV Calvert, Clerk
10th March 2021

AGENDA ITEM 14

Authorisation of Payments – March 2021

Decision Required:

To approve payment of the sums shown in the report totalling **£5,291.91**

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	17/02	Screwfix	Grinder	16.66	99.99	1
Visa	22/02	Screwfix	Stain for Play Equipment	8.99	53.97	2
Visa	25/02	Cornish Fixings	Plywood to Repair Train	9.20	55.20	3
Visa	25/02	Mole Valley Farmers	"Hook" for Electric Fence	1.63	9.78	4
DD	26/02	Everflow	Water Supply – Playing Field, Toilet & Cemetery		37.09	
Visa	02/03	Amazon	Fixings for Flagpole	4.37	26.19	5
Visa	03/03	Amazon	Various Stationery Items	15.10	90.58	6
Visa	04/03	Cartridge People	New Printer for Clerk	44.82	268.90	7
Visa	05/03	Amazon	Mole Traps	4.67	27.99	8
Visa	07/03	Warriors	Paint for Flagpole	5.98	35.89	9
Visa	10/03	Painters World	Paint for Play Equipment	29.99	179.95	10
E	16/03	Clerk	March Salary		1,399.97	11
E	16/03	Clerk	Expenses – February (Appendix 1)		6.30	
E	16/03	HMRC	Clerk's Tax under PAYE – March		350.00	
E	16/03	HMRC	NI Employer's Contribution for Clerk - March		140.48	
E	16/03	M White	Toilet Cleaning – March		87.63	
E	16/03	M White	Litter Picking – March		142.89	
E	16/03	M White	Locking/Unlocking Meadowside Cemetery - March		30.42	
E	16/03	Tyrone Martin	Environmental Management Contract – March		1,848.69	12
E	16/03	Tyrone Martin	Maintenance of MSAS – March		50.00	
E	16/03	Tyrone Martin	Cleaning Notice Boards		50.00	
E	16/03	Savills	Rent for New Playing Field – 25/03-28/09		300.00	
TOTALS				£141.41	£5,291.91	

Notes:

1. Tyrone Martin asked if he could purchase a grinder using the Council's debit card in order for him to save on paying the VAT. This is something that the Council has agreed in the past and he paid £83.33 into the Council's account before he purchased it.
2. Tyrone needed stain for the annual staining of the play equipment, and I authorised him to obtain it using the Council's debit card.
3. I authorised Tyrone to use the Council's debit card to purchase the necessary plywood to repair the train in the playing field.
4. There have been problems with access to a footpath at Menrduie because of an electric fence across it. The Landowner is not the easiest person to deal with and so I agreed with Tyrone that he should use the Council's debit card to purchase a "Hook" to enable footpath users to lift the fence so that they can pass.
5. Tyrone, with my consent, used the Council's debit card to purchase fittings for the flagpole in the playing field.
6. There are several items which the new Clerk will need, as the ones I have are either mine, or not much use (e.g. envelopes). This is for the purchase of a heavy-duty hole punch, laminator, laminating pouches, printing paper and various envelopes. I have purchased them using the Council's debit card and wanted to incur the expenditure in the current financial year as there was capacity within the budget and I wanted to ensure that the expenditure was such that it was incurred before I commence preparing the final accounts.
7. As Members are aware, the Council's printer is well past its sell-by date and I have warned that the new Clerk would need a new one. Between us, we identified one that will fit the bill and I purchased it using the Council's debit card at a better price than Amazon! Again, I felt it preferable to incur the expenditure in the current financial year

and wanted to ensure that the expenditure was such that it was incurred before I commence preparing the final accounts.

8. Moles are now beginning to make their presence felt in both Meadowside Cemetery and Crelow Fields Amenity Area. I therefore agreed that Tyrone could purchase some more using the Council's debit card.
9. I agreed, in order to make the flagpole more presentable, that Tyrone could purchase the necessary paint using the Council's debit card.
10. I authorised Tyrone to use the Council's debit card to purchase this paint for the annual painting of the play equipment.
11. This payment is the Clerk's gross salary (£1,749.97) less income tax due from the Clerk under PAYE for the month of March.
12. As Members are aware, the Environmental Management Contractor is paid in twelve equal monthly instalments for the various elements of the contract as follows:

Element of EMC	Annual Payment	Monthly Payment
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
Crelow Fields AA Grass Cutting	559.35	46.61
Crelow Fields AA Hedge Trimming	355.95	29.66
Crelow 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>

JV Calvert
Clerk & RFO
10th March 2021
