



A-barth Onan Hag Oll! Representing One and All

## REPORTS FOR MAY 2021 MEETING

## SEG report for SPC 18th May 21

1. If you remember SEG had been asked by Future Economy Network (FEN) if Stithians Parish Council would consider being a case study to inspire others PCs to take similar actions. This was done. Our case study formed part of a powerpoint presentation from FEN to the Society of Local Council Clerks SLCC. I have been told unofficially that SLCC has signed up to use FEN with their sustainability programme for parishes. The benefits to SEG are a donation and free access to reports, events including Zoom meetings and networking, I have asked if SPC can also have free access.
2. The agreement between CC and SEG has been signed for the PV/ battery system for The Stithians Centre. An installation date has been set for the week starting 31st May. Scaffolding will be erected the week before. This is the main phase of the installation and will allow the PVs to be up and running for the summer. Due to battery delivery the completion of the project won't be until October.
3. The Kensa Heat the Streets project is gathering pace and Phil and I have been helping them with a press release for The Stithians Times, June/July issue. The intention is to release the project on social media about the same time. Lisa Treseder, Kensa's project manager has told me their database is now up and running and so they are able to take names of interested people.  
This is a huge £5 million project with the potential to convert 175 homes in the village to renewable heating at little or no cost to the housholder. I think it will require input from both SPC and SEG to promote this project and it is so important that we can't afford to fail. This could be the flagship for other communities to reduce their carbon footprint.
4. I attended the last CPIR Mining Villages meeting to represent SPC and SEG but I think my focus must now be on the Heat the Streets project and I will have to depend on Cllr. Deborah Reeve to give an update on CPIR Climate Action Group. I will continue to attend CPIR Climate Action Group to represent SPC and SEG.
5. Depending on how this next live SPC meeting goes, I'm thinking of holding a live SEG meeting at The Stithians Centre to discuss how we promote the Heat the Streets project.
6. Jane has forwarded the response from Western Power Distribution to SPC's letter regarding grid capacity. I have started reading through this and although at first sight they seem to be on course, I have to delve deeper into various links. It could be just greenwash. I might have a more informed view by the SPC meeting.

## 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.**





**A-barth Onan Hag Oll Representing One and All**

## **Clerk's Reports for Meeting on 18<sup>th</sup> May 2021**

### **Summary of Decisions Required:**

- 1. To note the Council's current financial position.**
- 2. To agree the date of 25<sup>th</sup> May 2021 as the date of the 2021 Annual Parish Meeting.**

### **Report:**

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

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 11<sup>th</sup> May 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.

#### **8.2 Date for Annual Parish Meeting:**

As Members are aware, because of the restrictions imposed as a result of Coronavirus, there was no Annual Parish Meeting in 2019 and the one scheduled for 27<sup>th</sup> April 2021 was postponed.

Virtual meetings have now ended and so we need to consider when this year's meeting should be held. Schedule 12 Part III Section 14 of the Local Government Act 1972 states that the Annual Parish Meeting must be held between 1<sup>st</sup> March and 1<sup>st</sup> June. The meeting has therefore been arranged for Tuesday 25<sup>th</sup> May at 7pm in the Tregonning Hall.

**JV Calvert,  
Clerk and RFO  
11<sup>th</sup> May 2021**

## Appendix 1 to AGENDA ITEM 8.1

### STITHIANS PARISH COUNCIL



#### FINANCIAL STATEMENT for 2021 - 2022

#### EXPENDITURE

##### Financial Position as at 13 May 2021

	Budget	Spend to Date	Current Balance
<u>Finance &amp; Administration</u>			
Grants	300.00	0.00	300.00
Grant to MVRG	100.00	0.00	100.00
Public Relations	200.00	0.00	200.00
Printing of "Spotlight"	500.00	0.00	500.00
Maintenance of Website	1,210.00	0.00	1,210.00
Maintenance of Cemetery Admin System	100.00	85.00	15.00
Clerk's Gratuity	200.00	Transferred to Clerk's Gratuity Reserve	
Hire of Hall in Stithians Centre	550.00	0.00	550.00
Hire of Office in Stithians Centre	0.00		0.00
Election Expenses	0.00	0.00	0.00
Clerk's Salary	24,000.00	3,028.94	20,971.06
Clerk's NI (Employer's) Contributions	2,320.00	214.58	2,105.42
Clerk's Pension (Employer's) Contributions	505.00		505.00
Administration of PAYE	144.00	0.00	144.00
Admin Expenses	700.00	79.99	620.01
CALC/NALC Subscription	700.00	682.20	17.80
SLCC Subscription	300.00	0.00	300.00
Membership of ICCM	100.00	0.00	100.00
Annual Data Protection Fee	50.00	40.00	10.00
Contribution to Computer & Software Fund	0.00	0.00	0.00
Internal Audit Fees	400.00	401.00	-1.00
External Audit Fees	400.00	0.00	400.00
Chairman's Allowance	100.00	0.00	100.00
Subsistence & Travelling for Members	100.00	0.00	100.00
Insurance	1,950.00	0.00	1,950.00
Training for Clerk & Cllrs	440.00	0.00	440.00
Bank Fees	0.00	0.00	0.00
Neighbourhood Development Plan	500.00	0.00	500.00
Contingency Fund	500.00	0.00	500.00
Contribution to General Reserve	0.00	Monies transferred to General Reserve - See Below	
<b>Sub Total</b>	<b>36,369.00</b>	<b>4,531.71</b>	<b>31,637.29</b>
			<b>+Reserves = 31,837.29</b>
<u>Planning</u>			
Travelling & Subsistence	50.00	0.00	50.00
Training/Seminars	100.00	0.00	100.00
<b>Sub Total</b>	<b>150.00</b>	<b>0.00</b>	<b>150.00</b>
<u>Environment, Highways &amp; Footpaths</u>			
EMC - Highway Verge Maintenance	1,433.97	119.48	1,314.49
EMC - Litter Clearance	1,727.01	143.89	1,583.12
Litter Clearance Materials	100.00	0.00	100.00
EMC - Haverigg Cemetery Maintenance	614.27	51.21	563.06
EMC - Lower Churchyard Maintenance	921.41	76.81	844.60
EMC - Closed Churchyard Maintenance	1,126.83	93.88	1,032.95
EMC - Meadowside Cemetery Maintenance	1,535.68	128.01	1,407.67
Meadowside Cemetery Maintenance Materials	500.00	0.00	500.00
EMC - Meadowside Cemetery - Locking & Unlocking	367.56	30.63	336.93
Meadowside Cemetery - NNDR	800.00	0.00	800.00
Water Supply - Cemeteries	100.00	2.35	97.65
EMC - Toilet Cleaning	1,059.36	88.24	971.12
Toilet Cleaning Materials	300.00	0.00	300.00
NNDR Toilets	400.00	0.00	400.00
Electricity - Toilets	450.00	0.00	450.00
Water & Sewage - Toilets	450.00	41.05	408.95
EMC - Footpath Maintenance	2,355.37	196.29	2,159.08
Extra FP Maintenance & Waymarking	600.00	0.00	600.00
Toilet Repairs & Maintenance	500.00	0.00	500.00
Costs Associated with Village Ggreen Status	300.00	0.00	300.00
Emergency Plan	300.00	0.00	300.00
EMC - Longdowns Bus Shelter Cleaning	307.14	25.60	281.54
Bus Shelter Repairs & Maintenance	700.00	1.00	699.00
EMC - Crelow Fields Amenity Area Caretaking	562.91	46.94	515.97
EMC - Crelow Fields Amenity Area Grass Cutting	562.91	46.94	515.97
EMC - Crelow Fields Amenity Area Hedge Trimming	358.49	29.87	328.62
EMC - Weed Treatment	461.21	38.40	422.81
EMC - Maintenance of Notice Boards	100.00	8.33	91.67
Maintenance of Grit Bins	500.00	0.00	500.00
EMC - Maintenance of Speed Signs	604.20	50.35	553.85
<b>Sub Total</b>	<b>20,098.32</b>	<b>1,219.27</b>	<b>18,879.05</b>
			<b>+Reserves = 18,879.05</b>
<u>Playing Field Maintenance</u>			



# STITHIANS PARISH COUNCIL

## FINANCIAL STATEMENT for 2021 - 2022

## EXPENDITURE



### Financial Position as at 13 May 2021

	Budget	Spend to Date	Current Balance
EMC - Playing Field Caretaker	7,578.68	631.54	6,947.14
Water	300.00	4.28	295.72
General Maintenance Expenses	1,800.00	211.14	1,588.86
Annual Painting/Staining of Equipment	750.00	750.00	0.00
EMC - Playing Field Grass Cutting	4,007.86	333.99	3,673.87
EMC - Playing Field Hedge Trimming	511.56	42.67	468.89
Lease from Glebe	750.00	0.00	750.00
Annual Safety Inspection	240.00	0.00	240.00
Signage for Playing Field	200.00	0.00	200.00
Contribution to Pavilion Replacement Fund	5,000.00	Transferred to Pavilion Redevelopment Fund - See Below	
Contribution to Playing Field Development Fund	3,000.00	Transferred to PE 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	0.00	0.00	0.00
Electricity for Footpath Lighting	300.00	84.67	215.33
Sub Total	27,438.10	2,058.29	14,379.81
			+Reserves = 19,679.81

### Playing Field Development Project

#### Public Works Loan Board

Repayments on £50k Total Loans 1 & 2	3,679.90	694.63	2,985.27
Sub Total	3,679.90	694.63	2,985.27

### Stithians Centre Development Project

#### Public Works Loan Board

Repayment on £20k Loan 3	1,566.72	783.36	783.36
Repayment on £20k Loan 4	1,566.74	0.00	1,566.74
Sub Total	3,133.46	783.36	2,350.10

GRAND TOTAL 90,868.78 9,287.26 70,381.52

#### Other Expenditure:

VAT 1,032.49

#### Expenditure from Reserves:

Playing Field Development Fund	4,300.00	35,637.02
General Reserves	0.00	28,582.26
Pavilion Replacement Fund	0.00	44,092.99
Tennis Court Fencing Fund	0.00	5,881.07
Longdowns Play Area Fund	0.00	7,500.00
Computer & Software Fund	0.00	1,381.00
Community Fund	0.00	424.42
Clerk's Gratuity	9,256.46	0.00
Neighbourhood Development Plan Fund	0.00	0.00
Stithians Institute Community Fund	2,000.00	41,720.11
OVERALL TOTALS	90,868.78	25,876.21
		235,600.39

Overall Total Income 88,223.55 44,559.71

Surplus/Deficit of Income/Expend. -2,645.23 18,683.50

#### VAT Expenditure:

Finance	128.03
Planning	0.00
Environment, Highways & Footpaths	0.00
Playing Field Maintenance	44.46
Computer Fund	0.00
Tennis Court Fencing Fund	0.00
Longdowns Play Area Fund	0.00
General Reserves	0.00
Playing Field Development Fund	860.00
Pavilion Replacement Fund	0.00
NDP Fund	0.00
Community Fund	0.00
Stithians Institute Community Fund	0.00
TOTAL	1,032.49

VAT Income to Date: 0.00 Including £126.39 from 2020/21  
VAT to be Claimed: 1,158.88

# Appendix 2 to AGENDA ITEM 8.1



## STITHIANS PARISH COUNCIL

### FINANCIAL STATEMENT for 2021 - 2022

### INCOME

#### Financial Position as at 13 May 2021

	Budget	Income to Date
Cornwall Council Precept	78,000.00	39,000.00
Council Tax Support Grant	1,716.30	858.15
CC Footpath Maintenance	2,796.48	0.00
CC Closed Ch. Yd. Maint.	559.56	0.00
Rugby Club - Use of Field (MOU)	800.37	0.00
Tennis Court Fees	150.00	0.00
Bowling Club (MOU)	275.00	0.00
PCC - Churchyard Maintenance	767.84	0.00
Wayleaves	28.00	0.00
Other	0.00	4,300.00
Burial Fees	1,000.00	100.00
Refund of VAT	0.00	0.00
Bank Interest	30.00	1.56
Rent from Toilet Premises	1,800.00	300.00
Toilet Electricity from Tenant	300.00	0.00
<b>TOTAL INCOME</b>	<b>88,223.55</b>	<b>44,559.71</b>

#### Individual Breakdown:

Totals:	39,000.00	858.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,300.00	100.00	0.00	1.56	300.00	0.00
	Precept	CTSG	CC F'tpath	CC Ch Yd.	Rugby Club	Tennis	Bowling Club	PCC Ch Yd	Wayleaves	Other	Burial Fees	VAT Refund	Bank Int.	Rent from Toilet	Toilet Electricity	
Kerry Goddard	1-Apr															
Cornwall Council	09-Apr	39,000.00	858.15												150.00	
Bank Interest	9-Apr												1.56			
Kerry Goddard	27-Apr														150.00	
Tyrone for Ride-on Mower	28-Apr									4,300.00						
F Wearne & Sons - Memorail for Plot A&E	29-Apr										100.00					



## Appendix 3 to AGENDA ITEM 8.1



### STITHIANS PARISH COUNCIL

#### RECONCILIATION OF BALANCES

Starting Balance	187,047.69
Plus Income to Date	44,559.71
Less Expenditure to Date	25,876.21
Balance	<u>205,731.19</u>

Represented by:	
Current Account	2,790.92
Business Call Account	202,940.27
Total	<u>205,731.19</u>

13 May 2021

#### Balance as at 31/03/20 B/F

Business Account	185,438.71	
Current Account	1,608.98	
Less o/s Cheques	<u>0.00</u>	
		187,047.69
		<u>187,047.69</u>

**Note:** The above Balance of 205,731.19 includes the following Reserves:

General Reserve	28,582.26
Playing Field Development Fund	35,637.02
Pavilion Replacement Fund	44,092.99
Tennis Court Fencing Fund	5,881.07
Longdowns Play Area Fund	7,500.00
Harold Phillips & Albert Collins Legacies	10,572.37
Computer & IT Fund	1,381.00
Community Fund	424.42
Neighbourhood Development Plan Fund	0.00
Clerk's Gratuity	0.00
Stithians Institute Community Fund	41,720.11
<b>Total Reserves</b>	<b><u>175,791.24</u></b>

**UNALLOCATED BALANCE** **29,939.95**

Contains Monies Ring Fenced for Specific Purposes, leaving 17,122.28 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 31/03/22 must be returned

This Fund is for the sole purpose of providing a Gratuity for the Clerk at retirement PAID April 2021

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

To finance budgeted expenditure

## **AGENDA ITEM 9.1**

**This is 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.**





**A- barth Onan Hag Oll! Representing One and All**

**Application Ref:** PA21/02763

**Application** PA21/02763

**Proposal** Side first floor extension

**Location** Hillside Penhalvean Redruth TR16 6TG

**Applicant** Mr & Mrs Bigham

**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, Sunday 9<sup>th</sup> May 2021**

**REPORT:**

**Background**

Side first floor extension. Walls will consist of Stone and Concrete block and timber frame. The roof will be natural slate finish. Windows Timber and UPVC double glazed.

**Matters of Concern:**

None

**Cllr A Bunclark & Cllr R Iles  
09/05/2021**



**A- barth Onan Hag Oll! Representing One and All**

**Application Ref:** PA21/03161

**Application** PA21/03161

**Proposal** Permission in Principle for Construction of Single Dwelling

**Location** Land East of Pembroath Farm Trembroath Stithians Truro

**Applicant** Mr RM Pickersgill

**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, Sunday 9<sup>th</sup> May 2021**

**REPORT:**

**Background**

The site comprises part of the residential garden land associated with Pembroath Farm, in the settlement of Trembroath, near Stithians. The settlement is best described as a hamlet and contains 15 dwellings in total, according to Cornwall Council's property records. Trembroath is accessed off Trewithen Road, which lies to the north east. The site is well contained within the built form of Trembroath, and is bordered by Pembroath Farm to the west, the lane to the south and east and residential garden to the north. The driveway to The Cow Barn has recently been constructed to the north, and Trembroath Farm and Trembroath Farm Cottage lie to the east across the lane. Buttercup Cottage lies to the south across the lane. There are no landscape, heritage or ecological constraints affecting the site. It is proposed to construct a single dwelling on the site, with access from the south. The dwelling would be of a traditional design, utilising locally prominent materials such as natural stone and slate.

**Matters of Concern:**

None.

**Cllr A Bunclark & Cllr R Iles  
09/05/2021**





**A- barth Onan Hag Oll! Representing One and All**

**Application Ref:** PA21/03435

**Application** PA21/03435

**Proposal** Alterations and refurbishment to Hendra House (Grade II Listed) complete with the conversion of an attached outbuilding.

**Location** Hendra House Hendra Road Hendra Stithians

**Applicant** Miss Samantha Hamilton Robert Rowett Architectural Services

**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, Sunday 9<sup>th</sup> May 2021**

**REPORT:**

**Background**

The refurbishment works aims to replace life-expired items and redecorate throughout. Life expired items include finishes, windows, doors, boilers, kitchen, bathroom good, upgrading of electrics and heating arrangements to be fitting with modern lifestyle requirements. The alterations seek to incorporate an attached stone outbuilding into the main house. This modification will create a spacious addition to the main house in the form of a summer room. Internally various alterations are being sought to allow the existing property to be opened up to support an open plan layout.

The dwelling currently enjoys full residential status, although requires refurbishment. These works aim to bring the dwelling up to a comfortable standard of living. There will no increase in footprint from that of the existing, however, the existing attached stone outbuilding is being proposed to be converted from a store to a sunroom as part of the main dwelling. The layout, on the whole, will remain very similar to that of the existing floor plan form. The internal modification includes the introduction of an en-suite to the master bedroom on the first-floor level and the opening up of some internal stud wall partitions on the ground floor. The scale of these modifications is minor with little impact on the historic character whilst considerably improving the desirability of the dwelling. The existing landscape will be retained and enhanced, the garden is currently overgrown and will enjoy some much-needed care. It is proposed that a new pathway, gate and railings will be installed to the properties Northern Elevation effectively reinstating what was once there.

**Matters of Concern:**

None

**Cllr A Bunclark & Cllr R Iles  
09/05/2021**





**A- barth Onan Hag Oll! Representing One and All**

**Application Ref:** PA21/03436

**Application** PA21/03436

**Proposal** Listed Building consent for alterations and refurbishment to Hendra House (Grade II Listed) complete with the conversion of an attached outbuilding

**Location** Hendra House Hendra Road Hendra Stithians

**Applicant** Mr J and Mrs J Clark

**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, Sunday 9<sup>th</sup> May 2021**

**REPORT:**

**Background**

The refurbishment works aims to replace life-expired items and redecorate throughout. Life expired items include finishes, windows, doors, boilers, kitchen, bathroom good, upgrading of electrics and heating arrangements to be fitting with modern lifestyle requirements. The alterations seek to incorporate an attached stone outbuilding into the main house. This modification will create a spacious addition to the main house in the form of a summer room. Internally various alterations are being sought to allow the existing property to be opened up to support an open plan layout.

The dwelling currently enjoys full residential status, although requires refurbishment. These works aim to bring the dwelling up to a comfortable standard of living. There will no increase in footprint from that of the existing, however, the existing attached stone outbuilding is being proposed to be converted from a store to a sunroom as part of the main dwelling. The layout, on the whole, will remain very similar to that of the existing floor plan form. The internal modification includes the introduction of an en-suite to the master bedroom on the first-floor level and the opening up of some internal stud wall partitions on the ground floor. The scale of these modifications is minor with little impact on the historic character whilst considerably improving the desirability of the dwelling. The existing landscape will be retained and enhanced, the garden is currently overgrown and will enjoy some much-needed care. It is proposed that a new pathway, gate and railings will be installed to the properties Northern Elevation effectively reinstating what was once there.

**Matters of Concern:**

None





**A- barth Onan Hag Oll! Representing One and All**

**Application Ref:** PA21/03261

**Application** PA21/03261

**Proposal** Proposal to Fell Mature Sessile Oak Tree number 1 in sketch plan.

**Location** Carvean 1 Old Vicarage Close Stithians TR3 7DZ

**Applicant** Mr Jordan Miles TR-Trees

**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 Phil Blease, Sunday 9<sup>th</sup> May 2021**

**REPORT:**

**Background**

Incorrect address. Oak Tree located at No 1. Not Carvean. This mature approx. 80ft Sessile Oak has over the past year been dropping large limbs into the garden area. The tree has been inspected for any signs of disease. Inspection carried out by TR-Trees reported a good deal of dead wood in the canopy. At the base there is a large area of dead wood with a fungal infection thought to be Armillaria Root Rot. The tree is within striking distance of the house and therefore is a risk.

**Matters of Concern:**

Gain a second opinion before felling. Decision to be referred to the relevant officer in the forestry section to determine outcome.

**Cllr A Bunclark & Cllr P Blease  
09/05/2021**



**A- barth Onan Hag Oll! Representing One and All**

**Application Ref:** PA21/04620

**Proposal** Non-material amendment for the repositioning of approved property with respect to decision notice PA20/05740.

**Location** Durian House Trevales Stithians TR3 7DD

**Applicant** Mr & Mrs R Iles

**Decision Required:**

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

**Date of Site Inspection:**

Inspection not required.

**REPORT:**

**Background**

To move building forward by approximately 4 Metres in order for it to sit better on the plot and make it look more in proportion.

**Matters of Concern:**

None

**Cllr A Bunclark**  
**09/05/2021**



**A- barth Onan Hag Oll! Representing One and All**

**Application Ref:** PA21/03092

**Application** PA21/03092

**Proposal** Provision of timber frame building for stabling and storage, sand school, hardstanding's and a storage container for private equestrian use.

**Location** Land North of Penhalurick Barton Lancarrow Four Lanes Cornwall

**Applicant** Alicia Rowley

**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, Sunday 9<sup>th</sup> May 2021**

**REPORT:**

**Background**

Proposal The applicants holding totals approximately 6 acres which is all laid to permanent pasture. The applicant proposes to erect a timber building to accommodate three internal stables with the remainder of the building to be utilised for storage of feed stuffs and implements to manage the holding. An area of concrete hardstanding is proposed to the southern elevation of the building. There is no water or electricity to the site therefore a small solar array will be erected on the building roof alongside a rainwater harvesting system for the collection of water. Alongside the stable building is a sand school which will be constructed using suitable crushed stone for drainage and topped with sea sand. The sand school will be enclosed with 1.5m post and rail fencing. It is proposed that a storage container will be provided on the site for the storage of equipment and other items required for the use of the land for equestrian purposes. The existing access way will be utilised and a hardcore track will be created to allow the applicants to drive on to the land all year round and park a car, also eliminating any mud etc being deposited onto the highway on existing the site. The proposals are for private equestrian use only. Design The proposed building will measure 11m x 11m, 2.4m to eaves and 3.6m to ridge. Additionally, the building will comprise a 4m opening on the south elevation. The external walls will be constructed with timber cladding and the roof of profile 6 fibre cement sheets coloured in laurel green. The building has been designed to be sympathetic to its surroundings and in keeping with other buildings of this nature within the locality. The sand school will measure 40m x 20m and will be enclosed by 1.5m post and rail fencing and finished with a sea sand surface. The storage container will measure 6m x 2.4m and will be 'temporary' in nature and not fixed to the land. This will be green in colour. Access will be via the existing gateway to the field which adjoins an unclassified road to the north east.

**Matters of Concern:**

None





**A- barth Onan Hag Oll! Representing One and All**

**Application Ref:** PA21/03988

**Proposal:** Proposed barn conversion to form dwelling with off-road parking and garden amenity area

**Location.** Herniss Farm Access to Herniss Farm Herniss TR10 9DU

**Applicant:** Mr & Mrs N Ferris

**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, Sunday 9<sup>th</sup> May 2021**

**REPORT:**

**Background**

The application site comprises of a redundant barn which formed part of Herniss Farm. The existing use had been agricultural and the proposed use will be a family dwelling. The amount of development consists of reinstating existing openings and converting the building into a residential unit with off-road parking and a garden amenity area. The existing footprint is 168m<sup>2</sup>. The proposed footprint will be 157m<sup>2</sup>. There will be no increase in height of the existing dwelling. Existing landscape will be kept where possible. New boundaries will be constructed with Cornish hedging. Garden amenity areas will be formed and gravel hardstanding and drive will be provided. The converted building will have a new slate roof and sand blasted walls provide and enhance the elevations of the existing building. No changes to vehicular access. The roof surface water will discharge to a new soakaway. The septic tank foul drainage will discharge to a new septic tank. The proposed conversion will have no adverse impact on neighbours or their amenity. The application building is a fine example of a traditional barn and worthy of retention. Building is structurally sound and can be confidently converted. The conversion will provide a substantial 3 bedroomed dwelling without the loss of any greenfield land and make a contribution to reducing the housing shortfall.

**Matters of Concern:**

None

**Cllr A Bunclark & Cllr R Iles  
09/05/2021**



**A- barth Onan Hag Oll! Representing One and All**

**Application Ref:** PA21/03941

**Application** PA21/03941

**Proposal** Erection of dwelling (amended design) and alterations to existing filling station with removal of condition 3 in respect of decision PA08/01632/F dated 11.12.08

**Location** Longdowns Filling Station Longdowns Penryn TR10 9DL Applicant Mr & Mrs K Patel

**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, Sunday 9<sup>th</sup> May 2021**

**REPORT:**

**Background**

Following statement from Mr Patel.

My name is Mr Kirit Patel. We would like to notify you that we are planning on leasing out our business. The incoming tenant would like to lease just the business and not occupy the house (which the Application & Decision ref number above relates to). We are happy to accept this as we would like to stay in the house we have built ourselves. We have successfully run Longdowns Service Station (Premier Forecourts Limited) for the past 15 years, but early last year, my wife was diagnosed with breast cancer, and over the last year, have made numerous visits to the hospital & doctors to overcome this illness, as you can imagine. The stress and pressure of this has burdened us both, not to even mention how difficult this has been during the Coronavirus pandemic. My wife doesn't come into the store at all, as her immune system is still weak after having both Radio & Chemotherapy. Unfortunately, as I'm approaching 70 years, I am no longer capable to run our business, especially on my own, without the support of my wife – hence the decision to lease the business. I understand when we built the house, the condition that was put in place was that if we sold the business, both the house and the business would be sold together, which we have no issues with at all. However, as this is a lease sale, we would kindly ask you to accept / approve us of leasing the business only. We pay both council tax for the house (Treeloc), and business rates for the business separately, and would continue to do so once the tenant takes over the business.

**Matters of Concern:**

None

**Cllr A Bunclark & Cllr R Iles  
09/05/2021**





**A-barth Onan Hag Oll Representing One and All**

## **Clerk's Report for Meeting on 20<sup>th</sup> April 2021**

### **Summary of Decision Required:**

**To consider the request from Jenny Moye to use the Tennis Court to play Netball to include 'marking out' the court.**

### **Report:**

#### **Use of Tennis Court for Netball and marking Netball Court**

Jenny Moye is currently in the process of establishing a village Netball team, she has contacted the Council seeking permission to use the tennis court as a netball court. I believe this has been discussed / considered previously. (latest: 2019 / 2020?)

The court is also used for various outdoor fitness activities.

### **The points to be considered:**

- Marking out of netball court – line markings compatible?
- Are the posts removable?
- Setting up Netball Court from Tennis Court: removal of nets etc – responsibility?
- Reversal of above – removing netball goals replacement of nets – responsibility?
- Storage of Netball Posts?
- Suitability / Condition of surface
- Tennis nets currently placed in holes / brackets on the surface – these would need to be capped when nets removed – potential for trip hazard?

Members are requested to consider the matter and agree upon a suitable way forward.

**Jane E Richards  
Clerk  
13<sup>th</sup> May 2021**





**A-barth Onan Hag Oll Representing One and All**

## **Clerk's Report for Meeting to be held on 18<sup>th</sup> May 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 23<sup>rd</sup> April 2021.
2. To note receipt of Invitation to the Property Flood Resilience Workshop to be held on Tuesday 6<sup>th</sup> July 2021 and determine attendance.
3. To note receipt from Cornwall Council of their Town and Parish Council Covid-19 Update dated 7<sup>th</sup> May 2021.
4. To note receipt of Perranarworthal Draft Neighbourhood Development Plan – Reg 14 Consultation and comment / respond as necessary.
5. To note receipt from CALC of Code of Conduct March 2021 and adopt content.
6. To note receipt from Neighbourhood Watch of May 21 Neighbourhood Watch Newsletter.
7. To note receipt of Police and Crime Commissioner Newsletter - May 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:

<b><u>Date</u></b>	<b><u>Type</u></b>	<b><u>From</u></b>	<b><u>Subject</u></b>	<b><u>Action Taken/Required</u></b>
23/04/21	E-mail	Cornwall Council	Town & PC Covid-19 Update	See Section 1 of Report
05/05/21	E mail	Cornwall Community Flood Forum	Property Flood Resilience Workshop	See Section 2 of Reports
07/05/21	Email	Cornwall Council	Town & PC Covid-19 Update	See Section 3 of Report
10/05/21	Email	Perranarworthal Parish Council	Draft Neighbourhood Development Plan Reg 14 Consultation	See Section 4 of Reports
11/05/21	Email	CALC	Code of Conduct March 2021	See Section 5 of Reports
11/05/21	Email	Neighbourhood Watch	Neighbourhood Watch May Newsletter	See Section 6 of Reports
12/05/21	Email	Police & Crime Commissioner	Police and Crime Commissioner Newsletter - May 2021	See Section 7 of Reprts

1. I circulated this to Members on 23<sup>rd</sup> April 2021
2. I circulated this to Members on 5<sup>th</sup> May 2021.
3. I circulated this to members on 7<sup>th</sup> May 2021.
4. I circulated this to members on 11<sup>th</sup> May 2021.
5. I circulated this to members on 11<sup>th</sup> May 2021.
6. I circulated this to members on 12<sup>th</sup> May 2021

**Jane E Richards. Clerk**



**A-barth Onan Hag Oll Representing One and All**

**Clerk's URGENT Report for Meeting to be held on  
18<sup>th</sup> May 2021**

**PROPOSED SCARECROW FESTIVAL**

**Reason for Urgency:**

The suggestion referred to was received too late for inclusion in the published agenda and a decision is needed before the next meeting in order to make the necessary arrangements in a timely manner.

**SUMMARY OF DECISION REQUIRED:**

**To ratify the decision made by an e-mail vote to support in principle the organising of a Scarecrow Festival.**

**REPORT:**

The Chairman has been approached by Stithians Show asking if SPC would be interested in jointly running a Scarecrow Festival similar to the Great Garden Challenge that was done for last year's Show Day.

The concept will be a Scarecrow competition raising funds for SPC Playing Field Appeal & The Stithians Christmas Lights Appeal (50/50).

He is happy co-ordinate the project with all concerned and believes it will be a good fun thing to help raise community spirits and raise funds for 2 good causes.

At this stage all that is needed is approval in principle from Members for the go ahead.

An email vote was instigated on 11<sup>th</sup> May to enable him to start work and get the project moving, as the date for publishing the agenda had passed.

At the time of writing this report, only three Members had not voted and those who had were all in favour, thus giving a clear agreement in principle, as requested.

**JV Calvert,  
Clerk  
12<sup>th</sup> May 2021**





**A-barth Onan Hag Oil! Representing One and All**

## **Authorisation of Payments – May 2021**

### **Decision Required:**

**To approve payment of the sums shown in the report totalling £14,617.19.**

### **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.

<b>Type</b>	<b>Date Due</b>	<b>Payee</b>	<b>For</b>	<b>VAT</b>	<b>Total Amount</b>	<b>See Note</b>
Visa	27/04	Simply Bearings	Bearing for Roundabout	8.36	50.18	1
E	28/04	Stithians Guides	Donation from Institute Fund		2,000.00	2
Visa	28/04	Nigel Rafferty	Ride-on Mower	860.00	5160.00	3
Visa	04/05	Tool Station	Bolts for Roundabout	6.85	41.07	4
E	15/05	Clerk	May Salary - JVC		1,399.97	5
E	18/05	HMRC	Clerk's Tax under PAYE – May - JVC		350.00	
E	18/05	HMRC	NI Employer's Contribution for Clerk – May - JVC		139.79	
E	15/05	Clerk	May Salary - JER		1,060.98	6
E	18/05	HMRC	Clerk's Tax under PAYE – May - JER		189.80	
E	18/05	HMRC	NI Employer's Contribution for Clerk – May - JER		74.79	
E	18/05	HMRC	NI Employee's Contribution for Clerk – May - JER		28.19	
E	18/05	M White	Toilet Cleaning – May		88.24	
E	18/05	M White	Litter Picking – May		143.89	
E	18/05	M White	Locking/Unlocking Meadows Cemetery - May		30.63	
E	18/05	Tyrone Martin	Environmental Management Contract – May		1,920.31	7
E	18/05	Tyrone Martin	Reimbursement for Bolts for Seat Repairs	5.06	30.35	
E	18/05	ICCM	Membership Fee		95.00	
E	18/05	Rex Andrew	New Stile to access new playing field	234.00	1,404.00	8
E	18/05	SLCC	CILCA Fees for Jane Richards		410.00	9
<b>TOTALS</b>				<b>£1,114.27</b>	<b><u>£14,617.19</u></b>	

### **Notes:**

1. As Members are aware, there has been considerable play in the top bearing of the roundabout for some time and at the annual inspection, the Inspector advised that it should be taken out of service, which has been done. Tyrone has removed the bearing and, with my approval, has obtained a replacement using the Council's debit card. This should enable the roundabout to be put back into service, although Members need to be mindful that, before long, either refurbishment of the whole thing, or possibly replacement will be necessary.
2. The Trustees of the Institute have agreed to make a donation of £2,000 to the Guides. This is that payment.
3. Tyrone Martin wanted to buy a new mower. The precedent for this was set some time ago whereby he makes a payment to the Council and then makes the purchase with the Council's debit card, thus saving him the VAT. The particular mower which he wanted was in short supply because of Brexit/Covid and the supplier could not guarantee when he might get another if the one he had were sold. As there was no overall cost implication to the Council, I therefore agreed to the transaction going ahead prior to your meeting.
4. I agreed that Tyrone should purchase the nuts and bolts necessary for the re-assembly of the roundabout using the Council's debit card.



## AGENDA ITEM 14

5. This payment is the Clerk's/RFO's (JVC) gross salary (£1,749.97) less income tax due from him under PAYE for the month of May.
6. This payment is the Clerk's (JER) gross salary (£1,278.97) less income tax and NIC due from her under PAYE for the month of May.
7. 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	2,355.47	196.29
Verge Maintenance	1,433.77	119.48
Closed Churchyard Maintenance	1,126.53	93.88
Lower Churchyard Maintenance	921.71	76.81
Haverigg Cemetery Maintenance	614.47	51.21
Meadowside Cemetery Maintenance	1,536.18	128.01
Crellow Fields AA Grass Cutting	563.27	46.94
Crellow Fields AA Hedge Trimming	358.44	29.87
Crellow Fields AA Caretaking	563.27	46.94
Weed Treatment	460.85	38.40
Cleaning Longdowns Bus Shelters	307.24	25.60
Maintenance of MSAS	604.20	50.35
Cleaning Notice Boards	<u>100.00</u>	<u>8.33</u>
Total for Environment Portfolio	10945.39	912.11
Playing Field Caretaker	7,578.48	631.54
PF Grass Cutting	4007.86	333.99
PF Hedge Trimming	<u>512.06</u>	<u>42.67</u>
Total for Playing Field Portfolio	12,098.40	1008.20
Grand Total	<u>23,043.79</u>	<u>1,920.31</u>

Pursuant to Minute 16/03/21(1), of course, Toilet Cleaning, Litter Picking and Cemetery Locking will be included in the EMC from 1<sup>st</sup> July 2021.

8. Members will recall that, under Minute 10/12/20, it was agreed to accept the quotation in the sum of £1,170 +VAT submitted by Rex Andrew for constructing a stile to access the new playing field. Members will also recall that an anonymous donation of £500 was received (and held in the Playing Field Development Fund) and therefore the overall cost to the PC is £670, which will be funded from the PFDF.
9. This is for fees payable to SCC for the registration, assessment of her portfolio submission and eventual granting of Qualified Clerk status. In order to achieve the qualification, she will be receiving training through CALC and Members should bear in mind that there will also be a payment for this to the tune of £360+VAT.

**JV Calvert**  
**RFO**  
**11<sup>th</sup> May 2021**