



A-barth Onan Hag Oll! Representing One and All

REPORTS FOR JUNE 2021 MEETING

SEG report for SPC 15th June 21

1. No news yet from Future Economy Network (FEN) on whether the Society of Local Council Clerks (SLCC) has signed up to use them for their sustainability programme for parishes.
2. Work on The Stithians Centre PV/battery system started Wed 2nd Jun. One of the three roof arrays and the internal electrics have been completed but there is an industry shortage of roof brackets that has delayed completion of this first stage. Due to battery delivery the final stage of the project won't be until October.
3. A meeting between SEG, SPC and Kensa Utilities was arranged for the 14th June to find out more about the Heat the Streets project and to discuss ways SEG and SPC could help roll this out to the public. The project has now gone public with articles in The Stithians Times and Falmouth Packet. I will give an update on the meeting at the SPC meeting
4. I still have not had time to read all of 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.
5. I have asked Naked Solar (Mat Green) if he would help Cllr. Mark Whitbread Jordan with proposed EV charge point. He is happy to do this and if the required charger is not one they fit, would be happy to suggest alternative suppliers. Mark and Mat have each other's contact details.
6. Cllr Helen Downing, Ashley Wood and I are getting together for a chat on the 18th June regarding climate change and farming.
7. I have taken part in a short film about what communities are doing to combat climate change. This film will be shown to the new Cornwall Council assembly. I also understand they want to show the film at other venues but have no details of where. I gave an outline of what SEG has done and the importance of the involvement of the Parish Council. I mentioned the booklet, the PV system and the Heat the Streets projects. I also said how we would like Cornwall Council to help ie. Engage with the public on climate issues using all forms of media TV, posters , newspapers, etc. and tell us what CC is doing, continue to lobby the government for better building standards and improve existing building energy efficiency. Let's hope I don't end up on the cutting room floor.
8. I have had a request from a group in Sedgeberrow (The Midlands) for an electronic copy Climate Change Explained booklet. I have just updated this so will get a copy off to them ASAP.

SPC CLIMATE EMERGENCY PLAN

Action	SPC Climate Emergency Actions	Councillor	Progress
			<i>Wellness Hut & Toilet:</i> Light fittings are not suitable for low energy. I can't justify the extra expense of green energy - Standing Charge would almost double and charge per kWh would increase by 20%. Lights in toilet are timed and Photovoltaic. Instead, I have negotiated a lower rate (3p per kWh less than present) with the existing supplier. <i>PE Footpath Lighting.</i> These are already low energy and come on at dusk and go off at midnight. We are in the hands of the Bowling Club as regards the Supplier.
A	Check if all lighting is low energy & on for appropriate times. Investigate feasibility of switching to a renewable energy provider. Wellness Hut/Toilet.	John	Areas identified in new playing field and Crelow Fields amenity area. Two batches of 420 trees planted and locations for future batches identified. Request made for more land & planting volunteers.
B	Consider parts of the land we own or manage for planting of trees, wild flowers or simply rewilding.	Joy	A list of over 70 businesses and farms obtained and the letter to businesses has been drafted and approved by the PC. 50 businesses with email others may be done by hand. Farm letter drafted. Letters to businesses put on hold due to pandemic restrictions adverse affects on local businesses.
C	Write to Cornwall Council stating our commitment to addressing climate change and seeking what help and assistance that they can offer to help us achieve our objectives.	Brian Piper	
D	Write to suppliers of services provided in the parish eg bus companies, CORMAC, electricity companies stating our commitment to addressing climate change and asking what actions they are taking and what help they can offer us.	John	
E	Continue to work closely with Strithians Energy Group (SEG) and support them with sub-hosting of a website page on SPC website.	Brian Piper	Letters sent and replies are being return with quite positive responses. Letter to WPD questioning capacity of network to handle electricity from and to green projects. Comprehensive reply received.
F	Encourage use of public transport and publicise car sharing schemes eg https://liftshare.com/uk/community/cornwall , Dial-a-ride & Co Cars services and even consider the merits of a community bus service perhaps shared with other local parishes.	Phil	SEG now have their own website & facebook page. Supported SEG sustainable Homes exhibition on 30th Nov 2019
G	Encourage eco features are incorporated in planning applications. We have no powers to insist but nothing to stop us encouraging it.	Vicky S	Annual Liftshare week promoted on SEG Facebook Page. SEG website details lots of car share/public transport and other carbon reducing methods of reducing your transport foot print. https://www.stthiansenergygroup.org/transport Also CoCars car sharing promoted on Facebook but little interest or response received. Will repeat to see if any genuine need in the Parish.
H		All	Suggestions have been made when appropriate.
I	consider the merits and cost of providing a public charging point in the Parish.	Mark/Vicky	Costs of charge points obtained and vary from £1200 to £2000+VAT depending on design & power rating. Also feasibility of supply from lamp posts being investigated. Solar panel/battery storage project at TSC might possibly be extended EV access.
J	Investigate availability of grants & funding for retro fitting better insulation to homes and publicise their availability.	James S	If you own the property you live in and are in receipt of <i>income related benefits</i> then there are ECO grants available. That's a fairly narrow set of people but it's what Happy Energy were <i>promoting</i> at the Pendeen event. Community Energy Plus will be attending SEG Nov event. ECO3 experts joined SEG and will address SPC February 2020 meeting. Green Homes Grant scheme (https://www.gov.uk/guidance/apply-for-the-green-homes-grant-scheme). This gives £5k (or £10k for lower income households) for energy efficiency improvements. The government have put quite strict rules around who can and cannot install these measures and so there is a shortage of suitably qualified installers. The scheme is open until March 2022. - •The domestic RHI (for single properties) continues to run until March 2022 and the signals we're
K	Consult on desirability & investigate the feasibility of becoming a dark sky parish turning of street lights at 12pm. We could also check that existing streetlights are energy efficient.	Mark	Preliminary report prepared. SPC need more data and possibly public consultation on this matter.
L	Encourage use of local produce markets, buy local grown produce, and the use of local shops & suppliers.	Phil	Promoted "buy local" several times on Facebook Noticeboard as well as monthly Produce/Craft markets. Included shop local in Chairman's report 2021
M	Educate people to use less water. Engage with South West Water (SWW) to see what help they can offer with this task.	Rita	Report prepared and published January 2020.
N	Encourage increases in recycling rates. Possibly target non-recycling households.	aire/Adam/Helf	Contacted Waste & Recycling Community Support Officer for helpful ideas to increase recycling rates. Possible stand at future produce markets to engage public. Aim to increase recycling rates above current 26%
O	Encourage allotment provision. Possibly test demand and supply imbalance of allotment provision.	Joy	Several people consulted but there does not appear to any significant demand above allotment availability already provided.
P	Educate people who live near streams etc are aware of the necessity of keeping waterways clear.	Joy	A guide to your rights and responsibilities of riverside ownership available from home page of Parish Council Website
Q	Reduce food waste & encourage composting.	Claire/Adam	Incorporated in "N" above.

R	Encourage reduction in car use, especially for school runs & other short journeys.	Adam	WWF Carbon footprint calculator promoted on FB Stithians Noticeboard but only limited engagement achieved. Will repeat request.
S	Encourage people to check out their own carbon footprint https://footprint.wwf.org.uk	Phil	ECO3 expert dialogue begun
T	Encourage people to check their homes for energy efficiency eg https://www.energysavingtrust.org.uk	Phil	SEG have been in contact with numerous other groups and have assisted and supported their various events. Friends of the earth attended SEG event on Nov 30th. CPIR Climate Action Group formed and various meeting attended. Ideas sharing. SEG well respected and being regularly contacted for booklet & other guidance. There are now over 53 groups in Cornwall similar to SEG. Stithians case study for FEN presentation to Society of Local Council Clerks (SLCC) nationwide exposure.
U	Consider promoting local climate change groups eg Transition Helston & District Extinction Rebellion in Cornwall, Helston and Lizard Peninsula Friends of the Earth	Brian/Phil	Climate emergency notices are published on Parish Noticeboards. No Spotlight in 2020.
V	Use noticeboards and end of year Spotlight to convey the necessary messages to those parishioners not online.	Phil	3 farmers spoken to in our parish they feel they could easily find small pockets of land to plant trees. Ashley Wood attended January 2020 SEG meeting. - spoken to a couple of local farmers about reducing carbon footprint in the parish and got some useful feedback. -researched the new Defra payment system - researched Cornwall Councils ambitions for the County Farm Estate (some farms in the parish are owned by Cornwall Council) - researched the Sustainable Farming Incentive scheme - following the progress of the farming carbon footprint tool being developed in North Cornwall Having looked at all this there is already a lot being done nationally to encourage and make mandatory, carbon reduction and environmental sustainability in farming so I'm beginning to think that once COVID Restrictions allow it might be worthwhile holding a meeting for local landowners and get their opinions on what can be done in addition on a parish level. My next research area is to contact SEG and Community Energy Plus to see if there is any merit in trying to organise a parish wide funding of solar pv on farm buildings (CEP used to do a scheme like this where the community crowdfund the install, farmer gets cheaper electric and community group get feed in tariff and export tariff), as I think this could be a good next step (albeit ambitious)
W	Engage with farmers in our rural Parish to investigate what contribution they can make to the cause.	Helen	
X	Consider if water power in Kennal Vale could make a viable contribution to green energy generation.	Will	

Implementation started

Implementation completed

Last updated 17th May 2021



A-barth Onan Hag Oll Representing One and All

Clerk's and RFO's Reports for Meeting on 15th June 2021

Summary of Decisions Required:

- 1. To note the Council's current financial position.**
- 2. To note the Clerk's report on the Funeral of Neil Plummer**

Report:

9.1 Council's Current Financial Position:

Appendices 1, 2 and 3 to this Report show the Council's financial position as at 10th June 2021.

I do not propose to elaborate further on these Appendices in this report but will be pleased to answer any questions that Members may have. Please do so before the meeting so that a suitable response can be prepared.

**JV Calvert,
RFO
10th June 2021**

9.2: Funeral of Neil Plummer

The funeral of Neil Plummer was held on Thursday 3rd June 2021. Stithians Parish Council were represented by the Chairman, Councillor Phil Blease.

**JE Richards,
Clerk
10th June 2021**

STITHIANS PARISH COUNCIL

Appendix 1 to AGENDA ITEM 9.1

FINANCIAL STATEMENT for 2021 - 2022

EXPENDITURE



Financial Position as at 10 June 2021

	Budget	Spend to Date	Current Balance	
Finance & Administration				
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	0.00	If used in 2021/22, will come from Reserves
Election Expenses	0.00	0.00	0.00	A sum was already in the Reserve
Clerk's Salary	24,000.00	6,057.88	17,942.12	
Clerk's NI (Employer's) Contributions	2,320.00	429.16	1,890.84	
Clerk's Pension (Employer's) Contributions	505.00	0.00	505.00	Not needed
Administration of PAYE	144.00	0.00	144.00	
Admin Expenses	700.00	348.16	351.84	
CALC/NALC Subscription	700.00	682.20	17.80	
SLCC Subscription	300.00	410.00	-110.00	
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	Fund has sufficient at present
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		
Sub Total	36,369.00	8,453.40	27,915.60	+Reserves = 27,915.60
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	1,433.97	238.96	1,195.01	
EMC - Litter Clearance	1,727.01	287.78	1,439.23	
Litter Clearance Materials	100.00	72.76	27.24	
EMC - Haverigg Cemetery Maintenance	614.27	102.42	511.85	PCC contribute 50% of this
EMC - Lower Churchyard Maintenance	921.41	153.62	767.79	PCC contribute 50% of this
EMC - Closed Churchyard Maintenance	1,126.83	187.76	939.07	This item is partly funded by Income from CC
EMC - Meadowside Cemetery Maintenance	1,535.68	256.02	1,279.66	
Meadowside Cemetery Maintenance Materials	500.00	10.82	489.18	
EMC - Meadowside Cemetery - Locking & Unlocking	367.56	61.26	306.30	
Meadowside Cemetery - NNDR	800.00	0.00	800.00	
Water Supply - Cemeteries	100.00	8.37	91.63	
EMC - Toilet Cleaning	1,059.36	176.48	882.88	
Toilet Cleaning Materials	300.00	39.22	260.78	
NNDR Toilets	400.00	0.00	400.00	
Electricity - Toilets	450.00	0.00	450.00	This item is balanced by Income from Tenant
Water & Sewage - Toilets	450.00	56.53	393.47	
EMC - Footpath Maintenance	2,355.37	392.58	1,962.79	
Extra FP Maintenance & Waymarking	600.00	0.00	600.00	
Toilet Repairs & Maintenance	500.00	13.12	486.88	
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	51.20	255.94	
Bus Shelter Repairs & Maintenance	700.00	1.00	699.00	
EMC - Crelow Fields Amenity Area Caretaking	562.91	93.88	469.03	
EMC - Crelow Fields Amenity Area Grass Cutting	562.91	93.88	469.03	
EMC - Crelow Fields Amenity Area Hedge Trimming	358.49	59.74	298.75	
EMC - Weed Treatment	461.21	76.80	384.41	
EMC - Maintenance of Notice Boards	100.00	16.66	83.34	
Maintenance of Grit Bins	500.00	0.00	500.00	
EMC - Maintenance of Speed Signs	604.20	100.70	503.50	
Sub Total	20,098.32	2,551.56	17,546.76	+Reserves = 17,546.76
Playing Field Maintenance				
EMC - Playing Field Caretaker	7,578.68	1,263.08	6,315.60	
Water	300.00	10.30	289.70	
General Maintenance Expenses	1,800.00	373.27	1,426.73	

STITHIANS PARISH COUNCIL

FINANCIAL STATEMENT for 2021 - 2022

EXPENDITURE



Financial Position as at 10 June 2021

	Budget	Spend to Date	Current Balance
Annual Painting/Staining of Equipment	750.00	750.00	0.00
EMC - Playing Field Grass Cutting	4,007.86	667.98	3,339.88
EMC - Playing Field Hedge Trimming	511.56	85.34	426.22
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	3,234.64	13,203.46
			+Reserves = 18,503.46

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 15,717.59 63,951.19

Other Expenditure:

VAT

1,523.90

Expenditure from Reserves:

Playing Field Development Fund	5,470.00	34,467.02
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	2,815.83	40,904.28
OVERALL TOTALS	90,868.78	34,783.78
		227,184.23

Overall Total Income 88,223.55 45,090.88

Surplus/Deficit of Income/Expend. -2,645.23 10,307.10

VAT Expenditure:

Finance	162.66
Planning	0.00
Environment, Highways & Footpaths	27.18
Playing Field Maintenance	76.89
Computer Fund	0.00
Tennis Court Fencing Fund	0.00
Longdowns Play Area Fund	0.00
General Reserves	0.00
Playing Field Development Fund	1,094.00
Pavilion Replacement Fund	0.00
NDP Fund	0.00
Community Fund	0.00
Stithians Institute Community Fund	163.17
TOTAL	1,523.90

VAT Income to Date: 0.00 Including £126.39 from 2020/21
VAT to be Claimed: 1,650.29

Appendix 2 to AGENDA ITEM 9.1

INCOME

TOTAL INCOME[illegible]



STITHIANS PARISH COUNCIL

RECONCILIATION OF BALANCES

Starting Balance	187,047.69
Plus Income to Date	45,090.88
Less Expenditure to Date	34,783.78
Balance	197,354.79
Represented by:	
Current Account	412.80
Business Call Account	196,941.99
Total	197,354.79

10 June 2021

Balance as at 31/03/20 B/F	
Business Account	185,438.71
Current Account	1,608.98
Less o/s Cheques	0.00
	187,047.69
	187,047.69

Note: The above Balance of 197,354.79 includes the following Reserves:

General Reserve	28,582.26
Playing Field Development Fund	34,467.02
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	40,904.28
Total Reserves	173,805.41

UNALLOCATED BALANCE

23,549.38

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 10.1

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 Oil! Representing One and All

Application PA21/04156
Proposal Proposed extension.
Location Tresevern Cottage Tresevern Stithians TR3 7AT
Applicant Mr and Mrs D Trotter

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, Wednesday 9th June 2021

REPORT:

Background

The proposed extension will have no adverse impact on neighbours or their amenity. The extension will improve the accommodation within the building for the growing family. The old and new are clearly distinguished in the construction styles and finishes.

Matters of Concern:

None

**Cllr A Bunclark & Cllr R Iles
09/06/2021**



A- barth Onan Hag Oll! Representing One and All

Application PA21/03908

Proposal Proposed buildings to house additional plant and equipment

Location Water Treatment Works Carn Stithians TR3 7AW

Applicant clayton South West Water Ltd

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, Wednesday 9th June 2021

REPORT:

Background

The main elements of new construction work requiring planning permission consist: • Provision of a Granular Activated Carbon Contactors and Primary Filters Building measuring 23.26m x 17.98m x 7.52m & 8.26m high to eaves, • Provision of an Ultra Violet Disinfection Plant Building measuring 16.225m x 7.125m x 3m high to eaves, • Provision of a Motor Control Centre Building measuring 7.5m x 4.5m x 3.3m high to eaves, The organisational principle of the design and location for the proposed buildings has been derived with due regard to the processing relationship requirements in context to the nature of the overall site, the nature, topography, and suitability of the ground and sub soil conditions and the access restrictions, and to achieve as far as is possible a development that will sit into the treatment works and its surrounding environs. The size of the proposed buildings has been dictated by the physical needs of the equipment to be housed which is directly related to the need as outlined above.

Matters of Concern:

None

**Cllr A Bunclark & Cllr R Iles
09/06/2021**



A- Barth Onan Hag Oll! Representing One and All

Application PA21/03434

Proposal All weather sand school (size: 20m x 40m), suitable for exercising horses all year round regardless of the weather and ground conditions in an enclosed, safe environment. Private use only.

Location Lighthouse Foundry Stithians TR3 7BU

Applicant Lindsey Stevenson

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, Wednesday 9th June 2021

REPORT:

Background

All weather sand school (size: 20m x 40m), suitable for exercising horses all year round regardless of the weather and ground conditions in an enclosed, safe environment. Private use only.

Matters of Concern:

None

**Cllr A Bunclark & Cllr R Iles
09/06/2021**



A- barth Onan Hag Oll! Representing One and All

Application PA21/04829

Proposal Change of use of land to a mixed use of tourism (glamping) and agriculture to allow 5 glamping pods.

Location Land At, Koth An Skiber Tremenhere Farm Ponsanooth TR3 7HN

Applicant Mr Andrew Conner

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, Wednesday 9th June 2021

REPORT:

Background

This proposal seeks to establish what would be effectively a low-key camping site (5 pitches only) within a field that is currently laid to grass. The proposal would utilise an existing field access and driveway, there is an existing area of hard surfaced ground which will be the parking point to serve the glamping pods. The guests will leave the cars in the car park and walk to their allocated pods. It is anticipated that this sustainable tourism scheme, providing a low-key glamping development should be granted planning permission without delay to enable the applicant to move this forward for the post COVID 2021 tourist season.

Matters of Concern:

Seek advice regarding public footpath that passes through the field to Tory Farm.

**Cllr A Bunclark & Cllr R Iles
09/06/2021**



A- barth Onan Hag Oll! Representing One and All

Application PA21/04963

Proposal Formation of a new vehicular access and driveway to serve an existing caravan site

Location Calamankey Farm Campsite Longdowns Penryn Cornwall

Applicant Rosecliston Park Limited

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, Wednesday 9th June 2021

REPORT:

Background

This planning application seeks full planning permission for the formation of a new vehicular access and driveway to serve the existing caravan site at Calamankey Farm.

Matters of Concern:

Work already carried out on Cornish hedge and driveway. No previous access point on road. No vision splay, Big concerns on Heavy goods vehicles already using this busy yet small country road causing potential hazards. Driver's line of vision seriously impaired in both vertical and horizontal planes.

**Cllr A Bunclark & Cllr R Iles
09/06/2021**



A- barth Onan Hag Oll! Representing One and All

Application PA21/04916

Proposal Works to trees namely - Common Ash(T2), reduce lowest branch extending east above the garage roof - within a Tree Preservation Order(TPO)

Location Garage 3 Church Mews Stithians Truro

Applicant M Ward

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 Joy Thomas & Cllr Mark Whitbread-Jordan Monday 7th June 2021

REPORT:

Background

Works to trees namely - Common Ash(T2), reduce lowest branch extending east above the garage roof - within a Tree Preservation Order (TPO)

Matters of Concern:

None

**Cllr A Bunclark
09/06/2021**



A- barth Onan Hag Oll! Representing One and All

Application Ref: PA21/05182

Application PA21/05182

Proposal Conversion of a detached listed outbuilding to form a holiday let.

Location Hendra House Hendra Road Hendra Stithians

Applicant Mr And Mrs Jason And Jeanette 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, Wednesday 9th June 2021

REPORT:

Background

Overall, the building appeared to be in good condition. The timber roof and floor were generally performing well and should be suitable for re-use with no significant structural upgrading required. It is understood that the front opening to the workshop level is to be in filled and this will ensure that the front elevation has suitable lateral stability and equally steel framing will be required to maintain lateral stability to the northern elevation where full height glazing is to be installed. The external walls are likely to be lined with timber framing or similar in order to provide a location for insulation and finishes to be installed and this should be tied back to the external walls. To conclude, the building appeared to have been relatively well built and altered over its history and should be suitable for conversion into a holiday let without any significant structural upgrading required.

Matters of Concern:

None

**Cllr A Bunclark & Cllr R Iles
09/06/2021**



A-barth Onan Hag Oll! Representing One and All

These notes are presented to the meeting for noting

**NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING
HELD ON MONDAY 7th JUNE 2021**

Present:

- (JT)** Councillor Mrs J Thomas – Environment Portfolio Holder
(PCB) Councillor P Blease – Chairman of the Council
(MWJ) Councillor M Whitbread-Jordan -Assistant Portfolio Holder Footpaths, Highway & Environment
(TM) Tyrone Martin – EMC Contractor
(JER) Jane Richards - Clerk

Colours indicate action required by that person.

Apologies:

None

The notes of the meeting held on 12TH April 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):** - JER contacted Truro Portable Buildings on 28th May, no further forward, we were asked to contact them again the following week, which we did no response to this email. The Bus Shelter has deteriorated further, **(JER)** to contact TBP again and stress situation and try to move forward.
- 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 it had been decided at the February Council meeting to demolish the building. This will be further considered after the forthcoming Council elections. **Agenda Item at June Council Meeting – PCB preparing report.**
- c) **Roundabout:** - Considerable wear in bearings/shaft. TM completed repairs and roundabout now serviceable - continue to monitor. For information JER investigated cost of replacement. Wicksteed can supply 2 metre diameter one for £4,194.75 inc. carriage but ex VAT. Fitting would be by Tyrone. Existing one is 3m diameter.
- d) **Big Slide** – painting outstanding. **(TM)** to be completed before school holidays.
- e) **Zip Wire:-** Rope still in place at present.
- f) **Skate Board Park:** - repairs being completed on 8th & 9th June **PCB** to publicise on Noticeboard - **Done.**

2. Inspection Sheet Dated 2nd June 2021

All items covered elsewhere.

3. Annual PF Inspection:

Annual Inspection completed on 27th April 2021, the report was received on the 6th May. It was very thorough and covered all areas of the playing field. Whilst most of the pieces were identified as very low risk, low risk or moderate risk. The Junior Slide was identified as High Risk and needed immediate action. The junior swings and roundabout were also noted. Site visit completed on 7th Jun following EMC Progress Meeting.

Junior Slide: Report findings reviewed; it was agreed that **TM** would secure 'wooden arches' to the framework to reduce movement. Remedial work on the timber would be scheduled during the winter months, **TM** to continue to monitor condition at weekly inspections and report accordingly.

Junior Swings: Work had been carried out on the 'movement' reported in the Inspection Report and this had been reduced.

Roundabout: The work had been completed on the roundabout structure, (Item 1(c) refers), it was agreed that the existing 'matting' would be removed, the area levelled out, vegetation growing underneath the platform removed, new safety matting installed and backfilled with soil. **TM**

All other items to be addressed on routine maintenance schedule.

4. Crane Garage:

No update from previous meeting. Cllr John Thomas confirmed intention to set up site visit to review and plan further actions. **JER** – Arrange meeting as soon as possible.

5. Public Rights of Way:**i) Mill Lane:-**

PB advised the January meeting that, because of recent rain, the surface was becoming very rutted. – JT reported that it was not any worse than in previous years JVC had reported the matter on 12/01 Ref **WKFOPRX7-101005260925**.

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) 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 had agreed to write to him advising that if he didn't do it, the PC would and recharge him for the work. In the event he decided to seek advice from CC and suggest the letter might be better coming from them and sent an e-mail to Penny Hodgson on 10/03. He sent a further reminder on 19/03 – JER stated that we had not received any update regarding this. **JER** to chase update.

– email sent 08/06/21, reply received, letter has been sent to landowner, given current restrictions on hedge trimming it is anticipated that this work will be completed September / October

iv) Update Footpath 2:

Various email exchanges regarding recent works, Penny Hodgson had confirmed that gravel would not be laid due to access problems. Concerns now raised regarding drainage, unstable matting. Email sent on 19th May outlining these concerns – no response to date. **JER** to email and challenge decision / reason for gravel not being laid. – **Email sent 08/06/21 Response received: the person responsible for planning original work no longer covers this area, not able to discuss this with them, PH will visit at some point to assess.**

v) Footpath anomalies:

List submitted to Cornwall Council was provided as requested at meeting of 12th April, (emailed on 12th April). There had been no further updates from Cornwall Council JT & MJW agreed that it was important that we continue to press for action / response before the deadline of January 2026. **JT** & **MJW** to action, by contacting local Councillor, M.P., Ramblers Association and local media.

vi) Enhanced LMP:

Outline Plan submitted on 10th May, no response as yet. **JER** – to chase. - **Done – response now received, bid for Enhanced LMP successful.**

6. **Playing Field:** At recent Annual Parish Meeting request from the 'cubs' for white lines to be painted on the Playing Field to mark the perimeter of the pitch. It was agreed that a full size pitch could not be marked it would be possible to mark the perimeters and penalty area. PCB confirmed that the Rugby Club had agreed the use of their line marking equipment, we would need to supply paint. **TM** to supply costings.
7. **Verge Maintenance;** TM noted that the small fence on the verge by the Spa Shop serves no purpose, can it be removed, this would be a sensible action. **TM** to remove fence. JT wanted a note of thanks for TM for taking care when cutting verges in Goonlaze and the need to avoid naturalised wild flowers.
8. **Weed Treatment:** - TM confirmed that this had been carried out at 05:00 hrs on Saturday 5th June, as it rained shortly after he would monitor the weed growth and repeat if necessary.
9. **Public Toilet** – A site visit / inspection was completed, it was agreed that the quotes be obtained for replacement door (UPVC – **PCB**, & Metal - **JER**) -, an extractor fan & light - on a sensor switch, - **PCB** & baby changing table – **JER**. **JER** to prepare a report detailing work, quotes and cost for July Council Meeting.
10. **Next Meeting:** Scheduled for Monday 5th July 2021 at 9am. Location TBA.

Jane E Richards
Clerk
8th June 2021



A-barth Onan Hag Oll Representing One and All

**Clerk's Report regarding Speeding Concerns, MSAS
Locations & Battery Usage
15th June 2021**

Summary of Decisions Required:

1. To agree actions to be taken to address vehicle 'Speeding' issues and approve any financial implications.
2. To agree response to 20s Plenty Campaign and any financial implications.
3. To agree locations where the MSAS Unit can be located and approve any financial implications
4. To agree actions regarding batteries and approve any financial implications.
5. To agree data to be extracted from MSAS and where / when this should be published.

Report:

Concerns raised about vehicles driving at excessive speed through village. Subject was raised at Annual Parish Meeting and reported regularly to councillors. To discuss what action can be taken to address this problem, '20s Plenty' Campaign Group are requesting that we lobby Cornwall Council to deliver on their recent election manifesto to 'reduce speed limits to 20mph, where this is requested'.

20s Plenty Group supply stickers / posters at a cost, other promotional materials available.

MSAS currently moved every 2 weeks to locations advised by CORMAC – need to easily accessible, within 30mph zone, required viewing distance. Do we need to consider different locations?

Batteries now require charging every 6/7 days, report from suppliers offer various options to extend usage, much of which appears to have been tried in recent months. Consider purchasing new batteries – available in the UK for approx. £45 each. Converting to Solar not a straightforward option currently but this is under development.

Data is not routinely extracted, this could either support the general assumption that vehicles are driving at speed through the village or show that this is not as much of a problem as thought. Consider publishing data on a monthly or quarterly basis.

**JE Richards,
Clerk
9th June 2021**



A-barth Onan Hag Oll Representing One and All

Clerk's Report for Meeting to be held on 15th June 2021
Appointment of Portfolio Holder and Assistant for Stithians
Playing Field

SUMMARY OF DECISIONS REQUIRED

- 1. To agree appointment of Portfolio Holder for Stithians Playing Field.**
- 2. To agree appointment of Assistant Portfolio Holder for Stithians Playing Field**

REPORT:

1. At the Annual Meeting held on 18th May 2021, Minute: AM21/08 it was resolved that, subject to his acceptance, Cllr Goddard be appointed Portfolio Holder for the Playing Fields for the ensuing year and, should he not accept, the post be filled by Cllr Mrs J Thomas. As Jon Goddard has now resigned, the Council need to confirm that Cllr Mrs J Thomas wishes to remain as Portfolio Holder.
2. Minute AM21/09 resolved that either Cllr Mrs J Thomas or Cllr Goddard serve as Assistant to the Playing Field Portfolio Holder for the ensuing year, as Jon Goddard has now resigned Council need to agree the appointment of Assistant Portfolio Holder.

Jane E Richards. Clerk



A-barth Onan Hag Oll Representing One and All

Playing Field Sub Committee Report – Access Track

Summary of Decision Required (Details in report):

- 1. To agree size and type of track required, with or without timber edging.**
- 2. To agree a preferred contractor and move forward to a starting date.**

Report:

The track will be approximately 850m long and 2m wide constructed of diminishing sizes of aggregate. Finished with a 0-6ml granite dust.

Below is an example of a track with timber edging:



The track will circumnavigate the playing field and ruby pitch field joining up with the top entrance to the playing field opposite the church and the car park at the top of the rugby field. It will also join the stile leading to the footpath which runs through Ennis and Carbis farm and link to new steps from the road at Sewrah. The track will be wheelchair and pushchair friendly. It will help to link the two fields nicely all year round, helping to guide people to use the whole of these large areas for recreation and relaxation rather than just sticking to the main focal points of the play equipment and skate part. It will create a safe place for people who have mobility issues to come and get some fresh air and exercise .



PRICES

Green stone construction- £32000 + vat = £38616.00
Tin Coast construction - £30756 + vat = £36908.00
Rex Andrew- £45000 includes vat

Timber edging has been estimated at a cost of £6/meter. Adding around £10000 !!

PROPOSAL

In light of the above information I would like to propose we move to secure Tin coast construction to build this track at there earliest convenience.



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REPORT: Future of the Pavilion

Decision Required:

Members are requested to agree to approach an architect to establish viability of retaining parts of the existing building and, if viable, to further consider a co-party approach to renovation with Stithians Rugby Club.

REPORT:

Background

SPC decided to demolish the Pavilion and gave notice to Stithians Rugby Club in accordance with the Memorandum of Understanding (MOU). At the request of the rugby club, I attended an informal meeting with members of the rugby club on 11th May 2021 to discuss possible alternatives that could see some structures being retained to provide changing facilities and possibly a public toilet to enable the rugby club to remain. I was advised that many of the rugby team are tradesmen and would volunteer to help refurbish parts of the building.

This report is intended to present the facts as currently understood and consider if a collaborative approach to the project is worthy of further investigation.

Current Position

In 2006 Chartered Surveyors were commissioned to conduct a survey of the Pavilion. The report concluded that "The building is old, draughty, primitive, offering inadequate facilities and in need of a great deal of attention and repair. It is hardly adequate for the use required of it, and certainly does not fulfil the standards expected in these times. The roof certainly requires, and will continue to need, a great deal of attention."

Amazingly, the report is still relevant, but some areas will have deteriorated further.

We also obtained an asbestos survey and a demolition quotation in 2019. The demolition quote helpfully broke down the provisional costs as follows: -

R&D Asbestos Survey	£395
Asbestos Removal	£2500
Ground Protection (Fences/matting etc)	£700
Demolition & Clearing (inc removing base)	£9750

Note the asbestos identified is generally considered low risk as it is contained in the ceiling sheets, toilet cistern & seat and the roofing tiles.

Discussion

In an ideal world we would have all the asbestos removed and then survey the structure and reconstruct the facilities to an appropriate standard. The issue here is that once the asbestos is removed there will be no roof on the structure and everything will be left to the elements. The removal of the tiles may also expose problems with the roof structure.

I therefore believe we need to consult an architect and investigate exactly what can be done with the structure sensibly to provide facilities for its continued use. There are 2 architects in the parish, who have previously offered their services for community projects, and I suggest we consult with one of these to establish their opinion as to the viability of the project and secondly to draw up plans if considered viable.

Once this is done, we can meet formally with the rugby club to establish exactly how much of the project can sensibly be undertaken by their members. By that time, we should have a much better understanding of the scope and likely cost of retaining parts of the pavilion for future use and we can make an informed decision whether to proceed or not.

Cllr Phil Blease
10th June 2021



A-barth Onan Hag Oll Representing One and All

Clerk's Report for Meeting to be held on 15th June 2021

Correspondence Received

SUMMARY OF DECISIONS REQUIRED (Details in Report):

1. To note receipt of email from Dean Evans, "20splentryforcornwall" detailing Global Road Safety week and agree action / response to the request that Parish Council lobby Cornwall Council about introduction of 20mph speed limits.
2. To note receipt of email from Cornwall Council of their Town and Parish Council Covid-19 Update dated 21st May 2021.
3. To note receipt of email from Tiffany Coates "20s plenty for cornwall" detailing updates to current Campaign.
4. To note receipt of email from Jenny Mushiringani Monjero Invitation to "Turning our Climate Emergency Declarations into Action" online event.
5. To note receipt of email from Peter Moore, Cornwall Rural Housing Association advertising recruitment for the Board of CRHA.
6. To note receipt of email from Cornwall Council of their Town and Parish Councils Update dated 4th June 2021.
7. To note receipt of email from Chacewater Energy Group Detailing Invitation to Green Energy Fair & Electric Vehicle Show 24th July 2021.
8. To note receipt of email from PS Paul Kelly, Local Policing Team advising on local policing team and attendance at meetings.

REPORT:

Since the last meeting, in addition to certain items relating to the Coronavirus pandemic and G7 Summit, which have been circulated as soon as they were received and not reported here, the following correspondence has been received:

<u>Date</u>	<u>Type</u>	<u>From</u>	<u>Subject</u>	<u>Action Taken/Required</u>
20/05/21	Email	20s plenty for Cornwall	Global Road Safety Week	See Section 1 of Report
21/05/21	Email	Cornwall Council	Town & PC Covid-19 Update	See Section 2 of Report
24/05/21	Email	20s plenty for Cornwall	20s Plenty Campaign	See Section 3 of Reports
02/06/21	Email	Jenny Mushiringani Monjero	Turning our Climate Emergency Declarations into Action	See Section 4 of Reports
04/06/21	Email	Peter Moore, CHRA	Recruitment to Board of CRHA	See Section 5 of Reports
04/06/21	Email	Cornwall Council	Town & PC Update	See Section 6 of Report
09/06/21	Email	Chacewater Energy Group	Green Energy & Electric Vehicle Show 24 th July 2021	See Section 7 of Report
10/06/21	Email	PS Paul Kelly, Local Policing Team	Update on local Policing & attendance at meetings	See Section 8 of Report

1. I circulated this to Members on 20th May 2021
2. I circulated this to Members on 21st May 2021
3. I circulated this to Members on 25th May 2021
4. I circulated this to Members on 3rd June 2021
5. I circulated this to Members on 4th June 2021
6. I circulated this to members on 4th June 2021
7. I circulated this to members on 9th June 2021
8. I circulated this to members on 10th June 2021

Jane E Richards. Clerk



A-barth Onan Hag Oil! Representing One and All

Authorisation of Payments – June 2021

Decision Required:

To approve payment of the sums shown in the report totalling £10,028.19.

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.

Type	Date Due	Payee	For	VAT	Total Amount	See Note
Visa	18/05	MacSalvors	Pressure Washer	163.17	979.00	1
Visa	18/05	Bookers	Toilet Supplies	7.84	47.06	
Visa	19/05	Industrial Coatings	Material to repair joints in Skateboard Park	27.37	164.21	2
DD	26/05	Everflow	Water Supply for Toilet, Playing Field & Cemetery		27.52	
Visa	22/05	Tool Station	New Lock for Meadowside	2.16	12.98	3
Visa	01/06	Cartridge People	Printer Cartridges	34.63	207.80	4
Visa	03/06	Bell Brush Supplies	Litter Pickers and Bag Hoops	14.55	87.31	5
Visa	03/06	Amazon	Lock for Toilet Door	2.63	15.75	6
E	15/06	Clerk	June Salary - JVC		1,399.97	7
E	15/06	HMRC	Clerk's Tax under PAYE – June - JVC		350.00	
E	15/06	HMRC	NI Employer's Contribution for RFO – June - JVC		139.79	
E	15/06	Clerk	June Salary - JER		1,060.98	8
E	15/06	HMRC	Clerk's Tax under PAYE – June - JER		189.80	
E	15/06	HMRC	NI Employer's Contribution for Clerk – June - JER		28.19	
E	15/06	HMRC	NI Employee's Contribution for Clerk – June - JER		74.79	
E	15/06	M White	Toilet Cleaning – June		88.24	
E	15/06	M White	Litter Picking – June		143.89	
E	15/06	M White	Locking/Unlocking Meadowside Cemetery - June		30.63	
E	15/06	Tyrone Martin	Environmental Management Contract – June		1,920.31	9
E	15/06	Vision ICT	Website and Maintenance	429.50	2,577.00	10
E	15/06	CALC	CiLCA Training Course	60.00	360.00	11
E	15/06	Cllr Mrs Sylvester	Materials for Dog Fouling Campaign	14.49	122.97	12
TOTALS				£756.34	<u>£10,028.19</u>	

Notes:

1. As Members are aware, it was agreed under Minute 03/04/21 to purchase a pressure washer utilising funds from the Institute. The amount agreed was £802.80+VAT. In the event, this particular one was not available and therefore one was purchased from MacSalvors, which was slightly more at £815.83+VAT.
2. Repairs to joints in the skateboard park have once again become necessary and this is the purchase of materials to effect this. There will, in due course, be an invoice for Tyrone's time in carrying out these repairs.
3. I authorised Tyrone to purchase a new lock for Meadowside Cemetery using the Council's Visa Debit Card.
4. The Clerk's printer gave no warning that it was about to run out of ink, so she ordered two black toner cartridges lest the same thing happens next time. She also ordered a colour one. Obviously, the next time one runs out, only one will need to be ordered.
5. These are needed by Tyrone for when he takes over the litter picking.
6. I authorised Tyrone to purchase a new lock for the toilet using the Council's Visa Debit Card.

AGENDA ITEM 15

7. 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 June.
8. 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 June.
9. 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 1st July 2021.

10. This is the final payment (£1,222.50+VAT) for setting up the new website and the annual maintenance fee (£925+VAT) which, as Members agreed some time ago would be their platinum service whereby they keep it up to date and upload documents we send to them.
11. This is payment for Jane's course to enable her to obtain her CiLCA qualification.
12. It was agreed under Minute 13/04/21 to finance the materials necessary for this campaign and this is reimbursement to Cllr Mrs Sylvester of the purchase of those materials.

JV Calvert
RFO
10th June 2021