

REPORTS FOR MARCH 2024 MEETING

SEG Report to SPC 19-03-2024

12-03-24

REACH: Rural Energy and Community Heat (funding opportunity)

I had an email from REACH: Rural Energy and Community Heat. Basically, their goal is to find 5-10 rural communities to work with over the next 2 months to co-create innovative approaches for meeting the local area's decarbonisation ambitions. These will then be taken forward into a second round of project funding to support feasibility studies. Phil, Helen and Jane also had this email. I have filled out the REACH form expressing an interest from SEG/SPC because the closing date was before the next SPC meeting. So, I'm hoping SPC can take this forward as I can't take on any more work at the moment, if not we will just have to withdraw our application. I have also registered to attend a Zoom community workshop on the 26th March but might not be able to attend so if someone else could stand in that would be great.

Ground source heat pumps for schools.

At Futurebuild I discussed the possibility of GSHP for a school with Wouter Thijssen (Kensa MD), and schools is something he has been working on, apparently with three schools in Hampshire, so I'm hopeful. I have obtained plans and photographed the school (Wallop Primary School near Andover) that I hope will become a beacon school (It's the school where Christine, my daughter, is deputy head). At present the school spends £15,000/year on heating oil. Nikki Jones (who gave SEG its initial talks on Climate Change) is interested in obtaining funds, over a million, for such projects.

Fal energy partnership

Owen Linsey, who is working with Fal Energy Partnership has completed the film of my home and I'm hoping this will enable me to take part in a future Green Open Doors event.

Visits and events

• I attended the Futurebuild event at ExCel London where I took part in a public panel discussion about SEG and Heat the Streets. Futurebuild's focus was on the built environment and how new materials and innovation would shape a net zero, sustainable future. These are some of the many stands I visited: Concrete innovation, green steel, sustainable insulation, heat network materials, geothermal, water saving and drainage, healthy home controls and of course Kensa heat pumps. Unfortunately, our panel discussion was not well attended I think because it was held at 5.15pm and most people

had started to leave by then. Nevertheless, I came away inspired and encouraged by what I had seen and learnt. Networking is also an important aspect of these events.

- I attended the Kensa launch of their NeXt generation of heating and cooling on the 29th
 Feb. Of course, heating is the main objective but for me its ability to passively keep
 homes cool is also important, something that will become very relevant as our summers
 get increasingly hotter.
- I will be giving a PowerPoint presentation at St. Cleer Environmental Group (Liskeard) on 16th March.

Help for SEG

At the last PC meeting Phil was going to post it on social media again. Has there been any interest?

I have not heard from Peter Ledfort of Exeter Uni Penryn Campus about the possibility of any help. So, I'm assuming nobody is available.

Contacts

A lead from Helen, Jonathan Ferrier from Eynsham, Oxfordshire and I have been in contact regarding them setting up something similar to SEG. I am meeting him at the Fully Charged event in London at the end of this month.

A lead from Nikki Jones, Tim Waite from Dundry Parish Council, North Somerset has contacted me regarding ground source heat pumps for the village hall and the possibility of heating homes similarly to Heat the Streets. He would like me to attend their Earth Day event in April, but I have passed the enquiry on to Kensa to see if they could attend.

The Stithians Times

I have written the latest article for The Stithians Times entitled TWO MAJOR TRANSITION PROJECTS IN CORNWALL and features my visit to the geothermal project at United Downs and my granddaughter's article about South Crofty opening for tin production again.

National radio

As I mentioned in the last couple of reports I have been asked if I would mind being interviewed for national radio. This still has not happen so I'm thinking it probably won't.



Application PA24/01291
Proposal Listed Building Consent for creation of wide opening in existing ground floor partition.
Location Tretheague Farm Tretheague Stithians Truro
Applicant Mr and Mrs Williams

Decision Required:

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

Date of Site Inspection:

08th March 2024.

Councillors who undertook the site inspection:

Cllr Bunclark and Cllr Iles.

REPORT:

Background:

At present the front left reception room is not in regular use as the front right reception room is used as the main living space. The proposed opening will therefore enable this currently redundant space to be better incorporated into the actively used part of the building. Although the alteration will require the loss of some plaster and studwork, the change is not out of keeping with the age of the building and would be reversible in the future, should it be desired to reinstate the two separate rooms. In summary, the proposed works are not deemed to have a significant impact on the character of the heritage asset and will not involve substantial harm, although will improve the functionality of the internal accommodation.

Matters of Concern:

For discussion at meeting. No comments on portal as of today.

Cllr Adam Bunclark 08/03/2024



Application PA23/09064
Proposal Construction of stable block and a gravel track from the access to the stable Location Little Trewince Herniss Lane Herniss Penryn
Applicant Mrs Holly Moon Corrin Design and Construction Limited

Decision Required:

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

Date of Site Inspection:

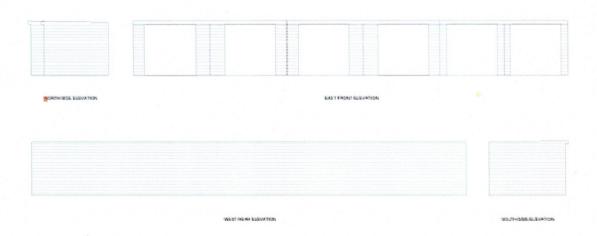
08th March 2024.

Councillors who undertook the site inspection:

Cllr Bunclark and Cllr Iles.

REPORT:

Background:



PROPOSED ELEVATIONS

AGENDA ITEM 9.3(b)

The site is accessed through a field gate to the west which is laid in subbase and gavel. This extends along the existing hedgerow to form a small area of hardstanding. A horsebox and some stored materials are present. Further north is the location for the field shelter. The ground for the shelter had been prepared by being scraped out and laid in sub-base. The current base area is $\sim 18 \text{m x} \sim 2.5 \text{m}$. The location of the shelter base is $\sim 3 \text{m}$ from the hedgerow. The site is part of a larger field parcel, separated into various paddocks for rotational horse grazing. The site was acquired in 2022 and was used for barley crop prior to acquisition. The entire field was then topped to remove ruderals such as ragwort and thistle and then left to naturally regenerate. The site is currently managed by harrow and then left to rest before being horse grazed and is improved by working the horse manure back into the soil. The site is mesic but not waterlogged. The current condition of the grassland is poor with over 50% of the site poached by horse movement, which has churned the grass into bare mud, particularly in front of the hedgerow.

Matters of Concern:

For discussion at meeting. No comments on portal as of today.

Cllr Adam Bunclark 08/03/2024



Application PA24/01458

Proposal Works to trees subject to a Tree Preservation Order (TPO), works include G1 - Group of small previously coppiced & recently topped hedgerow sycamores - retop / re-pollard at 1.5-2m height from hedge G2 - Group of small previously coppiced & recently topped hedgerow sycamores - coppice main stems at <0.5m height Location Carvean 1 Old Vicarage Close Stithians Truro Applicant Susan Harris

Decision Required:

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

Date of Site Inspection:

08th March 2024.

Councillors who undertook the site inspection:

Cllr Bunclark and Cllr Iles.

REPORT:

Background:

Specification

- G1 Group of small previously coppiced & recently topped hedgerow sycamores re-top / re-pollard at 1.5-2m height from hedge; smaller upright material to be retained for screening; re-coppice smaller material encroaching over garden / towards house.
- G2 Group of small previously coppiced & recently topped hedgerow sycamores coppice main stems at <0.5m height to encourage formation of new low screen.

Matters of Concern:

For discussion at meeting. No comments on portal as of today.

Cllr Adam Bunclark 08/03/2024



CLERK / RFO's REPORT

10.1 Council's Current Financial Position

Decision Required:

To note the Council's current financial position.

The Council's financial position as at 31st January 2024 are detailed in the attached appendices:

- Summary Report
- Bank Reconciliation
- Reserves Balance
- Checked Payments Report

10.2 Clerk's Annual Salary Review

Decision Required:

To review & authorise incremental rise on 2024/25 Pay Scales wef: 1st April 2024

REPORT:

In accordance with the Clerks Terms & Conditions of Employment the Council are required to complete an annual review of performance & salary. An incremental increase of one point through the Salary Scale, points 22 to 28, to be applied in April,

The Clerk is currently paid at SCP 26 - the increase to SCP 27 would provide an annual salary of £22,219.86 which is within the 24/25 Budget. There would be a further adjustment when the agreed National Pay Award is announced for 2024/25

A copy of the current Pay Scales are attached.

Jane E Richards Clerk / RFO February 2024

Stithians Parish Council

	Bank Reconciliation at 29/02/2	024		
	Cash in Hand 01/04/2023			191,278.27
	ADD Receipts 01/04/2023 - 29/02/2024			107,668.66
	SUBTRACT Payments 01/04/2023 - 29/02/2024			298,946.93 124,792.72
Α	Cash in Hand 29/02/2024 (per Cash Book)			174,154.21
	Cash in hand per Bank Statements			
	Lloyds Current Account (Treasurer: 2	29/02/2024 29/02/2024 29/02/2024	0.00 1,148.68 173,005.53	
				174,154.21
	Less unpresented payments			
	Plus unpresented receipts			174,154.21
В	Adjusted Bank Balance			174,154.2
	A = B Checks out OK			

Stithians Parish Council Reserves Balance 2023-2024

Reserve	<u>OpeningBalance</u>	Transfers	Spend	Receipts	CurrentBalance
Earmarked					
Playing Field Development	29,753.56	12,617.20	23,895.75	596.67	19,071.68
Tennis Court Fencing	8,816.27	2,000.00			10,816.27
Pavilion Replacement	49,444.75	8,141.85			57,586.60
Legacies	10,572.37				10,572.37
Community Fund	424.42				424.42
Institute Fund	22,834.44	-6,000.00	9,500.00		7,334.44
Longdowns Play Area	8,500.00	-8,500.00			0.00
Contested By-Election	3,245.00				3,245.00
Fingerposts	1,120.00				1,120.00
Monies Held for Lantern Parade	139.18		139.18		0.00
CIL Receipts	857.82			1,032.68	1,890.50
KCC Event 2023		-207.70	1,024.70	1,232.40	0.00
Donations for Play Equipment A	7,240.27	207.70	7,781.60	843.00	509.37
Scarecrow Festival			1,242.30	1,242.30	0.00
Benches for Parish					0.00
Enhanced LMP	3,420.00		650.00		2,770.00
Stithians Football Club Temp Fa		6,000.00			6,000.00
Total Earmarked	146,368.08	14,259.05	44,233.53	4,947.05	121,340.65
TOTAL RESERVE	146,368.08	14,259.05	44,233.53	4,947.05	121,340.65
GENERAL FUND					52,813.56
TOTAL FUNDS					174,154.21





t: 020 7637 1865 e: nalc@nalc.gov.uk

	1 April 2	2023	Scale Ranges
SCP	£ per annum	* £ per hour	Based on SCP
2	£22,366	£11.62	
3	£22,737	£11.82	Polovi I C Contract
4	£23,114	£12.01	Below LC Scale (for staff other than clerks)
5	£23,500	£12.21	
5	£23,500	£12.21	LC1 (5-6)
6	£23,893	£12.42	(below substantive range)
7	£24,294	£12.63	LC1 (7-12)
8	£24,702	£12.84	(substantive benchmark range)
9	£25,119	£13.06	
10	£25,545	£13.28	
11	£25,979	£13.50	
12	£26,421	£13.73	
13	£26,873	£13.97	LC1 (13-17)
14	£27,334	£14.21	(above substantive range)
15	£27,803	£14.45	
16	£28,282	£14.70	
17	£28,770	£14.95	
18	£29,269	£15.21	LC2 (18-23)
19	£29,777	£15.48	(below substantive range)
20	£30,296	£15.75	
21	£30,825	£16.02	
22	£31,364	£16.30	
23	£32,076	£16.67	
24	£33,024	£17.16	LC2 (24-28)
25	£33,945	£17.64	(substantive benchmark range)
26	£34,834	£18.10	
27	£35,745	£18.58	
28	£36,648	£19.05	



NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING -Tuesday 5th March 2024

Decisions required:

1. To agree content, actions and associated expenditure detailed in notes.

Present: Cllr Helen Downing, Cllr Joy Thomas, J. Richards - Clerk, T. Martin - EMC Contractor

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
1	BMX Track	Riders on BMX track turning on to the footpath and the end of the track.	CIIr T Smith	End of track to be reconstructed to ensure that riders turn towards hedge side		Work Outstanding
2	Pavilion	Clear Building	T. Martin	To remove all rubbish and scrap items from grandstand	06/02/24	On going
			CIIr P Blease	To remove remaining plastic chairs to Stithians Centre		
			J Richards	To chase Rugby Club to remove all remaining items	05/03/24	As agreed at Feb Council Meeting SRC advise that items may remain, however should work be agreed, they would receive 28 days notice to remove all remaining items.

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
						Electricity Account to be paid & power re-instated
3	Enhanced LMP Project		J.Richards	To chase B Sanders for outstanding works	06/02/24	To be completed over next month
4	Play Equipment	Inspection Completed on 15 th May 2023		Moderate Risk Items to be addressed		
		See Saw Roundabout	J Richards	To arrange further inspection by SWSPI for advice on what can be done.	06/02/24	SWPSI Inspector to carry out inspection of items.
		Wooden Climbing Equipment	T Martin	Fill and repair as necessary, secure all loose fittings.		
5	Skateboard Park	General condition Consider improvement plan for 2024/25?	J Richards	To contact original installers for advice on refurbishment.	05/03/24	No response from Bendecrete to date. JR to chase
6	Youth Shelter	Mural	CIIr P Blease	To investigate possibility of pictures being printed on to vinyl & fixed to shelter.		
7	Playing Field	Edges of New Footpath to be trimmed	T Martin	Scheduled for completion April 24 including the 2 additional areas: Top of Crellow Lane / East Road / Foundry. Footpath by Tennis Court	06/02/24	Scheduled for completion in April 24 Footpath around tennis court to be trimmed asap.

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
		Overgrown area perimeter of field side of Seven Stars & Farm	T Martin	To quote for work to be tidied up and made safe.		
		Wooden Swings require cleaning / moss removal	T Martin	To clean all wooden items by end of March		
		Donated Tree Tree guard to be placed	T Martin	Tree guard to be placed around donated tree between tennis court & bowling club.		
		Container belonging to SR	JR	To chase SR for update on removal		
8	Footpath	2 nd Stile between Rugby Field & Foundry slippery	T Martin	To install some wire over the board	05/03/24	Outstanding
9	Grit Bins	All remaining Grit to distributed around bins	T. Martin	To fill bins	05/03/24	Outstanding
		Bags deposited around village by person(s) unknown	T. Martin	To collect bags and dispose / store appropriately		
		Bin at Penhalvean badly damaged	JR	To contact Cormac re possible replacement Gritting route?		
10	Wooden bench at Crellow Lane / Foundry	Loose slat	TM	To carry our repair.	05/03/24	Outstanding



UPDATE FROM PAVILION WORKING GROUP

Decisions Required:

- 1. To accept the preliminary proposal for the use of any replacement building.
- 2. To agree that an EOI bid be submitted for funding from the Community Capacity Fund.
- 3. To obtain minimum of 3 quotes for works for the preliminary stage of the project
- 4. To delegate responsibility to the Clerk and Working Party to participate in Meetings with outside agencies / agreed contractors to progress project and present report to subsequent Full Council Meetings

REPORT:

The working party met on Tuesday 12th March, outline proposal is that any replacement building includes:

- Changing Rooms
- Showers
- Access to Public Toilets
- Community Youth Hub

The building should not compete with The Stithians Centre, The Seven Stars or the Cricket Club and should be something that may add additional services to the village.

That an EOI be submitted to the Community Capacity Fund to fund the preliminary stages of the project – to include cost of :

- Feasibility Study
- Public Engagement
- Designs / Plans
- Reports necessary for Planning Purposes

That the bid be for the maximum amount permissible-£25k

That the Clerk seek updated quotes from Companies for completion of the preliminary reports, look at bid process and lodge interest with Helen Kneale

J E Richards Clerk 14th March 2024



Stithians Scarecrow Festival 2024

Decisions required:

- 1. That Stithians Parish Council are happy to once again organise the Scarecrow Festival in conjunction with Stithians Agricultural Association
- 2. To decide on which Parish Councillors will form a subcommittee with the Stithians Agricultural Association to organise the event
- 3. To decide upon which village organisation should receive a 50% share of the profits from the event (other recipient to be decided by Agricultural Association)
- 4. To agree the use of the Parish Council card reader and a small budget of up to £100 to purchase some advertising banners for the event.

Report:

After three successful years of running the Scarecrow Festival I have been approached by members of Stithians Agricultural Association to see if we are willing to help them organise and run the festival again in 2024.

The proposed date of the festival is the 6th and 7th July 2024 and we need at least two members of the Parish Council to form part of the small subcommittee that organises and runs the event.

In addition, at the request of Parish Councillors following last years event, we need to decide on a village organisation to receive a 50% share of the profits from the event (other recipient to be decided by Agricultural Association).

If Councillors decide to be part of this event, the committee will need use of the Parish Council card reader to accept card transactions on the day. In addition, it would be useful if the Parish Council would agree to a small budget of up to £100 to purchase some advertising banners that can be placed around the locality.

Councillor H Downing

24 February 2024



Annual Parish Meeting April 2024

Decisions required:

1. To agree the arrangements for the forthcoming Annual Parish Meeting on 23rd April 2024.

REPORT

Last year we tried to advertise and encourage a greater number of the public to attend the Annual Parish Meeting. Despite best efforts turn out was poor and I feel we need to redouble our efforts for this year.

My understanding of the Annual Parish meeting is that it is an opportunity to both summarise the work of the Parish Council over the previous year and share its plans for the forthcoming year. In addition, I feel it should be the opportunity for other village organisations to share their activities and plans and for members of the public to raise issues of concern or ideas for the future.

With this in mind I propose that for this year's event we:

- Advertise the event via Facebook, noticeboards etc and write specific invitations to village organisations
- Have the usual short presentation on what the Parish Council has and hopes to achieve
- Announce the winner of the Stithians Star award and present the trophy
- Invite a couple of village organisations to give a short presentation. I suggest that these should be those that we have had some contact with over the past year e.g. bowling club, football club, scouts (as recipients of Scarecrow Funds) etc, or invite the Agricultural Association to give a short presentation on what it does and its plans for the forthcoming year
- Perhaps invite a guest speaker to talk on a subject (perhaps Climate Change Plan related e.g. Forest for Cornwall, Cornwall Council Recycling team, Wildlife Trust)
- Have a short Q&A session where members of the public can raise any concerns or ideas
- Serve tea and coffees etc

Councillor H Downing

24 February 2024



Authorisation of Payments -March 2024

Decisions Required:

- 1. To authorise the payment of invoices received & regular payments due for the period 22nd February 2024 21st March 2024 , Voucher No's: 197 208, Total: £6,262.42
- To authorise a payment of £1477.99 for PWLB Loans by Direct Debit due on the 2nd April 2024

REPORT:

The attached Payments Awaiting Authorisation Reports dated 14th March 2024 details all invoices received, or payments made since the meeting held on the 20th February 2024.

Explanatory Notes (where applicable)

Voucher No	Details
200 - 202	Clerk's Salary & HMRC Payment for March
203 - 204	Details the payments for the Environmental Maintenance Contract, payable in 12 equal payments. The total monthly payment is £2,535.78 and Invoice for works completed outside the scope of the contract as authorised at the January Meeting.
206	For approved Mole Treatment Workd

Direct Debits Due in April 2024

Date	Amount	Details	
02/04/24	£694.63	PWLB Loan 2	
02/04/24	£783.36	PWLB Loan 3	

J E Richards Clerk / RFO 14th March 2024

Stithians Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

197 Toilet Cleaning Materials 20/02/2024 198 PWLB Loan 4 Stithians Centre 04/03/2024 199 Lease from Glebe 14/03/2024 200 Clerks Salary NETT 15/03/2024 200 Clerks Working from Home Allc 15/03/2024 201 Clerks HMRC Employer 20/03/2024 202 Clerk HMRC Employee 20/03/2024			•		246			Incal
PWLB Loan 4 Stithians Centre Lease from Glebe Clerks Salary NETT Clerks Working from Home Allc Clerks HMRC Employer Clerk HMRC Employee	Lloyds Current Accou Visa Debit	isa Debit	Toilet Cleaning & Security	Booker Ltd	S	38.98	7.80	46.78
	Lloyds Current Accou	Direct Debit	PWLB Stithians Centre Loan 4	PWLB	Ш	783.37		78 337
	Lloyds Current Accou	BACS	Glebe Rent	Savills	Ш	300.00		300.00
	Lloyds Current Accou	BACS	Clerks Salary Nett	Clerk / RFO	×	1 440 81		1 440 01
Clerks HMRC Employer Clerk HMRC Employee	Lloyds Current Accou	BACS	Clerks Salary Nett	Clerk / RFO	: ×	26.00		1,440.81
Clerk HMRC Employee	Lloyds Current Accou	BACS	Clerks HMRC Employer (NI)	HMRC	×	144.41		144.41
	Lloyds Current Accou	BACS	Clerks HMRC Employee Paymer	HMRC	×	363,65		363.65
EMC Haverigg Cemetery Maint	Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	×	55.96		55.96
EMC Closed Churchyard Mainte		Emc Monthly Payn	Environment Management Con	Tyrone Martin	×	102.59		102.59
EMC Footpath Maintenance	Lloyds Current Accou Er	Emc Monthly Paym	Environment Management Con	Tyrone Martin	×	214.52		214.52
EMC Crellow Fields Caretaking		Emc Monthly Paym	Environment Management Con	Tyrone Martin	×	51.30		51.30
		Emc Monthly Payrr	Environment Management Con	Tyrone Martin	×	51.30		51.30
EMC Crellow Fields Hedge Trin	Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	×	32.64		32 64
EMC Cleaning of Notice Boards	Lloyds Current Accou Er	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	×	9.11		9.11
	Lloyds Current Accou Er	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	×	130.58		130 58
EMC Litter Clearance	Lloyds Current Accou Er	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	×	163.93		163 93
	Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	×	83.94		83 94
EMC Longdowns Bus Shelter Cl	Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	×	27.98		27 98
203 EMC Maintenance of Speed Sig 20/03/2024	Lloyds Current Accou En	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	×	55.03		55.03
	Lloyds Current Accou EN	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	×	185.44		185 44
204 EMC Toilet Cleaning 20/03/2024	Lloyds Current Accou EN	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	×	227.68		19.77
204 EMC Weed Treatment 20/03/2024	Lloyds Current Accou EM	EMC Monthly Payn	Environment Management Con	Tyrone Martin	×	41.97		41 97
204 EMC Playing Field Grass Cuttinç 20/03/2024	Lloyds Current Accou EN	EMC Monthly Payn	Environment Management Con	Tyrone Martin	×	365.00		365 00
	Lloyds Current Accou EM	EMC Monthly Payn	Environment Management Con	Tyrone Martin	×	46.63		46.63
204 EMC Playing Field Caretaker 20/03/2024	Lloyds Current Accou EM	EMC Monthly Payrr	Environment Management Con Tyrone Martin	Tyrone Martin	×	690,18		690.18
205 Waste Collection 14/03/2024	Lloyds Current Accou Dir	Direct Debit	Waste Collection	Suez	S	67.00	13.40	80.40
206 General Maintenance Expenses 05/03/2024	Lloyds Current Accou BA	BACS	Mole Treatment	Perish-A-Pest	×	330.00		330.00
207 Toilets - Electricty 14/03/2024	Lloyds Current Accou Dir	Direct Debit	Electricity - Toilet (Wellness Hu Corona Energy	Corona Energy	7	45.94	2.30	48 24
208 Admin Expenses 12/03/2024	Lloyds Current Accou Vis	Visa Debit	Printer Ink Cartridges	Amazon	S	135.82	27.16	162.98

6,262.42

99'09

6,211.76

Total