

SITHNEY PARISH COUNCIL

Chairman: Peter Bickford-Smith

Clerk to the Council
Mrs Jodie Ellis
07855774357

Trannack Farm,
St Erth, Hayle
TR27 6ET

43/15

MINUTES OF AN ORDINARY MEETING OF SITHNEY PARISH COUNCIL HELD AT TRANNACK SCHOOL ON TUESDAY 05th JANUARY 2016 at 7.30PM

Present: -

Cllr P. Bickford-Smith - Chairman

Cllr. A. Williams

Cllr. P. Martin

Cllr. Ms. E. Williams

Cllr. Mrs. A. Pascoe - Vice-Chairman

Cllr. A. McDonald

Cllr. Mrs. L. Penrose

Parish Clerk Mrs Jodie Ellis and 8 members of the public.

1. APOLOGIES FOR ABSENCE – Were received from Cornwall Cllr J Keeling.

2. ACCEPTANCE OF MINUTES - The Minutes of the Parish Council Meeting held on 01st December 2015 were proposed by Cllr. P. Martin and seconded by Cllr. Mrs. Pascoe and unanimously agreed as a correct record and were signed by the Chairman.

3. DECLARATIONS OF INTEREST FOR ITEMS ON THIS AGENDA – Cllr. Mrs. Penrose declared a disclosable pecuniary interest in item 11 Lowena, Lowertown. Cllr. Bickford-Smith declared a disclosable financial interest in item 19 Coastline Heads of Terms (which was moved to after Item 7). Cllr. Ms. Williams declared a disclosable pecuniary Interest in Item 11 Planning Application Lonon Farm.

4. TO CONSIDER ANY APPLICATIONS FOR DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011- None received.

5. MATTERS ARISING FROM PREVIOUS MINUTES –

Sithney Bus Shelter – Coastline Housing have advised that as the Bus Shelter has been erected under the tree and the fence moved back they would expect the Parish Council to remove any branches which may be affecting the shelter or preventing the maintenance of the roof. Cllr. Mrs. Pascoe and Cllr. A. Williams both disagreed, as the tree is on Coastline land they are responsible. Discussions took place as to whether a Land registry search was needed to identify land ownership but Amy Jenkin confirmed it was definitely coastline's land. It was agreed to bring this forward to next month's meeting.

Exit Road from Sithney to B3302 – The clerk has contacted BT to advise that the engineers van parking too close to the junction is causing drivers to have poor visibility. The clerk has received an email response to advise that BT have contacted the manager in charge of the team in that area to ask the engineers to park further from the junction in future.

Japanese Knotweed at Trannack Mill – The clerk contacted Cornwall Council as discussed at the December meeting to ask them to monitor the Japanese Knotweed situation and has received the following response from Mr Hawke:

'Whilst I understand the wish to monitor the Japanese knotweed at Coverack Bridges, I am afraid that the Council does not have the resources to do this in any formal way. We will continue to treat any Japanese knotweed within our control on the highway. If the Parish Council is able to encourage the landowner to treat the knotweed that would be beneficial'.

Roseawen Woods at Sithney Green – The clerk has emailed Mr Viners at CC but as yet has not received a response as he is currently on leave. Cllr. Bickford-Smith advised observation suggests they are not currently in residence and have not been since before Christmas. Cllr. P. Martin advised there is a piece of woodland in that area for sale at present. It was agreed the clerk would look into and report back.

6. PUBLIC PARTICIPATION – None.

7 POLICE REPORT – PCSO Ashley Fuller reported that during December 2015, 1 crime was reported to Police and there were 6 police logs generated for this area. PCSO Ashley Fuller attended the meeting to advise from next month he should be able to give a better breakdown of crimes and provide the monthly reports on time as he should be able to access the data earlier. The statistics for Sithney for 2015 were 11 crimes and 69 police logs. Cllr. Mrs. Pascoe asked the difference between a log and crime. PCSO Ashley fuller advised a police log includes all incidents including broken down vehicles and a crime is where the law is broken.

It was proposed by Cllr. Ms. Williams and seconded by Cllr. Mrs. Pascoe, all in favour to lift standing orders and move item 19 Coastline Heads of Terms and Maintenance of Open Space and Item 15 Sithney Bench next to allow Amy Jenkin from coastline Housing to speak.

Cllr. Bickford-Smith left the room at 7.48pm and returned at 8.12pm

Coastline Heads of Terms and Maintenance of Open Space – Cllr. Mrs. Pascoe briefed new Cllrs and the meeting to advise that previously Local needs housing in the parish was looked into and was well supported by Cllrs including Cllr. Bickford-Smith. SPC contacted local land owners to see if anyone was interested in selling some land for local needs housing at a below the market value price. There were a few landowners that put forward some land, and a public meeting took place to view these and receive comments from members of the public. CC then went away to review all and the best site was adjacent to Sithney school which is owned by Cllr. Bickford-Smith. A company called Trand were then commissioned to design the site alongside CC to provide 20 houses, 2 to be sold on the open market and 18 local needs. Some of these 18 are wholly rent and some rent / mortgage. An area of open space and car parking spaces for Sithney school was negotiated for Sithney Parish Council which may at some stage in the future provide a community hall / building. SPC dictated this and would own and maintain the open space, and it was assumed the

school would take on the car parking spaces. The minutes from October 2014 state that Trand would give the PC £1000 towards maintenance. Cllr. P. Martin advised that it had always been a possible partnership between SPC and the school that if a community hall was ever built then perhaps the school could use the hall in the day and the community in the evening / weekends to ensure its sustainability. Cllr. Mrs. Pascoe advised that due to the tight schedule for completion, Cllr. Bickford-Smith has now agreed to keep ownership of the car park and deal with the school direct regarding the transfer at a later date.

Cllr. P. Martin asked Amy from coastline why the car park road would not be in section 38, Amy advised CC would not adopt something that connects into something else. Amy confirmed that coastline would build the car park to adoptable standards. Cllr. A. McDonald commented that the houses may use the car parking spaces as overflow from their own house as many households have 3 cars, Amy advised each house has 2 spaces. Cllr. P. Martin suggested that the school could put up a barrier if necessary, and asked Amy if Cllr. Bickford-Smith retains ownership will the car park still be built to the same standard as it would be if SPC took ownership, Amy confirmed it would.

It was proposed by Cllr. P. Martin, seconded by Cllr. A. Williams, all in favour that on receipt of the amended 'heads of terms' from coastline for just the open space Cllr. Mrs. Pascoe would sign on behalf of SPC, and complete and move forward.

Sithney Bench – Coastline Housing raised the issue that the Granite Bench in Sithney was previously agreed to be moved next to the Bus Shelter. Due to the New Notice Board being moved to the left of the bus shelter, there is no longer any space to accommodate the bench. Coastline's suggestion is therefore that the bench is now moved to the new open space to the rear of Merther Close. Cllr. A. Williams stated the area rear of merther close was in need of considerable work and Cllr. Mrs. Pascoe thought the bench would not get much use there, and a better place would be the new open space at Crowntown. It was agreed that as soon as coastline know the bench needs to be relocated they would advise SPC and Cllr. Mrs. Pascoe kindly agreed to get the bench moved and stored until the open space at Crowntown was ready for the bench. Proposed by Cllr. Mrs. Williams, seconded by Cllr. P. Martin, all in favour that the bench is relocated to the new open space.

8. CHAIRMAN'S COMMENTS – Cllr. Bickford-Smith raised the issue again of speeding between Nancegollan and Sithney School. The calming measures near Sithney School and the new speed restrictions are not being adhered to and on Sunday 27th December there was a crash in Crowntown involving three vehicles, one of which was written off. Cllr. Bickford-Smith believes that the only way to stop cars speeding on this stretch of road is by Average Speed Cameras. Cllr. Bickford-Smith believes that this Council with the help of our ward member and the Police should investigate this. It is believed there are funds set aside nationally for speeding fines for this purpose. Cllr. Mrs. Pascoe asked about using flashing speed signs, Cllr. Bickford-Smith advised they do not work as they do not result in fines. Cllr. P. Martin asked would CC not fund. It was proposed by Cllr. A. McDonald and seconded by Cllr. Mrs. Penrose that the clerk contact CC and Cornwall Cllr. John Keeling to find out.

9. COUNCILLORS' QUESTIONS AND COMMENTS – Cllr. Mrs. Pascoe queried if the new website would be able to be checked prior to going live. The clerk advised she would check.

10. CORNWALL COUNCILLOR'S COMMENTS – Cllr. Keeling advised some important issues remain to be resolved; not least the delivery of the outstanding Local Plan. Having this in place as a huge impact on planning and Cllr. Keeling is glad to say that at full council on the 15th the plan was approved with a few objections and abstentions. The plan will now go forward for final inspection and implementation; despite concerns remaining about the large number of new houses expected by the end of the plan's period in 2030. The main driver of course is to have a sustainable community strategy in place with well linked policies to guide and help deliver sensible planning decisions. There is a large emphasis on Neighbourhood Planning within the amended plan thus more weight can be given to this once the overall plan has been adopted. Cllr. Keeling will endeavour to help as much as possible in delivering individual parish council NPs if they wish to pursue them in future.

The Boundary Commission seems to be determined to alter the electoral boundaries in Cornwall in time for the elections in 2017. There is no doubt that the issue is electoral equality and equal votes; but we seem to have gone through a number of reviews in the last few years and rushing them to meet deadlines like this only seems to result in further reviews later.

Nevertheless, there needs to be a serious appraisal of the number of councillors serving on Cornwall Council and this needs to be linked to electoral equality, community identity and effective and convenient local government. But more time should be allowed to get it right once and for all; similar to Devon who is just emerging from a 2-year review Cllr. Keeling believes.

Locally, Cllr. Keeling will be nagging the highway people, again, for the VAS (Vehicle Activated Sign), presently at Leedstown, to be reinstalled in Ashton on the A394. Highways keep telling Cllr. Keeling there is no budget; but what's in moving the solar powered device from one place to another. Cllr. Keeling visited Sea Acres with the planning case officer and applicant's agent together with the owners on site. Cllr. Keeling expressed concern about the residential amenity and neighbourliness particularly on the near neighbour. There will be measures to mitigate the impact of the proposal and he will be speaking to the case officer in due course. The motel between Ashton and Praa Sands has now proposals in place and Cllr. Keeling expects some objections being brought forward. Again he will be discussing the merits of the proposal with the case officer; but there is extant planning permission in place from 2010 for holiday lodges. The use of the site for affordable/market housing would not accord with planning policy, both emerging and adopted because the site is in an isolated position in the open countryside.

11. Planning Cllr. Ms. Williams left the room.

Application

PA15/11813 - **Lonon Farm, Mellangoose, Sithney, Helston**, TR13 ORS – Barn Conversion. Cllr. Mrs. Pascoe advised it was a reasonable 3-bedroom barn conversion. Cllr. A. McDonald advised it was a 3 level upside down suitable barn conversion. It was proposed by Cllr. Mrs. Pascoe, seconded by Cllr. Mrs. Penrose, 5 in favour, 1 abstained that the Parish Council supports this application.

Approved

PA15/07215 - Pednavounder Farm Sithney Helston Cornwall TR13 0AF - Change of Use and Conversion of Two-Storey Traditional Farm Buildings to Create a Residential Dwelling.

PA15/09117 Pednavounder Farm Sithney Helston Cornwall TR13 0AF - Listed Building Consent for Change of Use and Conversion of Two-Storey Traditional Farm Buildings to Create a Residential Dwelling.

Enforcement

EN14/00673 and PA13/03435/PREAPP - Lowena, Lowertown Helston – The clerk has emailed CC to ask if there is any update and Joanne Patient has advised there is not currently any update.

Refusal

PA15/09703 - Home Farm, Trevarno, Sithney – Conversion of stone barn to 2 Bedroom Dwelling.

12. PUBLIC RIGHTS OF WAY –

Bridleway 230/30, Sithney – The clerk has emailed CC to ask if there is any update on the re-opening. Hamish Gordon has contacted the clerk to ask if she would like to go down on site and view the area, as Mr Gordon assures us the landowner is doing everything he can to rebuild the retaining wall but due to the amount of rain we have had it is hindering the progress they can make. Cllrs. Agreed that a site visit was not necessary.

Tregoose to Black Arch – 230/8/1 – Cllr Bickford-Smith has spoken to Mr Glasper this morning and he has assured him that he has the matter in hand, but would like some more signs. Cllr. Bickford-Smith was wondering if CC could spare two/three big signs and for Mr Glasper to supply and fix the posts. Mr Glasper does appreciate that prevention is better than rectification is better for all concerned, and did say that Cross Compliance does mention Public Footpaths. Cllr. Bickford-Smith asked would CC sell a couple of the signs to SPC, it was agreed the clerk would look into this.

Tregoose to iron Bridge – 230/8/1 – Cllr Mrs. Pascoe reported that she has started to give out some modification order forms to locals, and if anyone knew of people that had walked the area for 20 years or more to let her know.

13. REPORT OF THE CLERK & CORRESPONDENCE

Cornwall Sports Partnership Bulletin December 2015

Helston & South Kerrier – CNP Notes 2 December 2015

Citizens Advice Cornwall Performance and Impact Report 2014/2015

CC – Paperless Planning Training March 2016

Cornwall AONB – Job Opportunity - Landscape Partnership Development Manager, Closing date 24.01.16

RSN Weekly Bulletin 07, 14 & 23 December 2015

Cornwall Council Local Plan update

Rural Vulnerability Service - Fuel Poverty - December 2015 Bulletin

Cornwall AONB – Newsletter

PCDT – December 2015 E Bulletin

RSN- Making Rural settlements work – Planning & Affordable Housing – 09.02.16 – Northallerton

Safer Cornwall Community Safety Newsletter

RSN – Rural Health Conference – 29.01.16 – House of Lords

RSN – Rural opportunities Bulletin

Communities & Devolution December 2015

Church Visits to Parishioners – The clerk advised she had written to the church to ask if they carry out visits to parishioners if needed. Cllr. Mrs. Pascoe advised she had had a visit from the church and they had misunderstood the letter's context as having to justify their work for the grant they receive from SPC. This was not how the letter was meant, Cllr. Bickford-Smith agreed to write to the church to explain. The church warden offered to attend a PC meeting to explain their work, Cllrs were in agreement this was not required.

Cornwall Council have advised that the DCLG have confirmed that Town and Parish Councils will Not be subject to Council Tax referendum principles for 2016/2017.

14a) To consider the following accounts for payment: Approval of schedule of payments and sign.

Mrs Jodie Ellis – Clerk (Salary, Expenses & PC Laptop Insurance)	£ 604.90
Cornwall Council (LGPS) – Clerk	67.05
Independent rural Services – Erecting 4 New Notice Boards	374.40
CASH – Reimbursement of Petty Cash	77.86
SLCC – Annual Membership	<u>103.00</u>
	<u>£1227.21</u>

Financial Reports by Clerk**b.) Financial report.**

The Clerk reported that she had invoices to pay totalling £1227.21 as reported in item 14a. The balance at the end of December on the Current Account is £8,588.34 and on the Business Saver £33,565.36. The clerk sought permission to transfer £1000 from the Business Saver account to the current account to ensure adequate funds to cover expenses until the end of year as the current balance of £8588.34 still has a total of £6765.21 in unrepresented cheques to be deducted, leaving a current balance of £1823.13. It was proposed by Cllr. Mrs. Pascoe, and seconded by Cllr. Ms. Williams that the report be accepted, and the transfer actioned. All in favour.

Approval of Monthly and Quarterly Report.

The accounts to the end of December had been circulated but they do not include the payments drawn on 05th January. It was proposed by Cllr. A. McDonald, and seconded by Cllr. A. Williams and carried unanimously that these represent a true account of the Parish Council finances and they were signed by the Chairman.

Monthly Risk Assessment – The Clerk reported that the new notice boards at Trannack, Lowertown and Crowntown were all in place and all seemed secure and dry.

14c) Bank Signatories – The clerk has received confirmation from Barclays that the new signatories are now in place to include, Cllr. P Bickford-Smith, Cllr. Mrs. A. Pascoe and Cllr. Ms. E. Williams.

15. Sithney Bench – Moved to after item 7.

16. New Notice Boards – The space available at Coverack Bridges is not sufficient for the new board to be erected beside the old one due to underground culverts etc. Cllr. Bickford-Smith met with the contractor IRS last month and agreed that it would be possible to place the new board beside the old providing the existing one was reduced to half of its original size keeping the glassed portion. The clerk received a complaint from the owner of the stable, regarding the new board at Sithney, Cllr. Bickford-Smith went to see her and whilst she said that this piece of land was not registered in her name, it was part of the planning application that she should have two parking spaces. This has not been confirmed, but in order to rectify the situation and to make the board more accessible to residents it is proposed to locate adjacent to the new Bus Shelter. Cllr. A. Williams has spoken to residents who are happy with this arrangement. There will be a cost implication in moving this board, but the benefits far outweigh the costs and potential inconvenience. Costs are likely to be £78 + VAT, for the re-planting the board and perhaps 30% extra for digging it up. Discussions took place regarding the old board in Sithney as the resident would like that removed as well, Cllr. P. Martin advised the old boards have been there for a long time, as previously were on the old stable. It was agreed to leave the old board in situ as previously agreed that all old notice boards when replaced would be left in the villages for local's use. Cllr. Bickford-Smith agreed to speak to the resident. It was Proposed by Cllr. Mrs. Pascoe, seconded by Cllr. A. McDonald, all in favour, to move the new board in Sithney to the left of the bus shelter, and remove the non-glassed side of the old board at Coverack Bridges to place the new board next to the old glassed side.

17. Website – The clerk has received confirmation from the website designer Tracey Rickeard that she has started work on the new website. Would the council prefer to have the new website domain - sithnepc.com or sithneypc.org? Discussion took place and it was proposed by Cllr. Ms. Williams, seconded by Cllr. P. Martin, all in favour agreed that if available Cllrs would like the domain name to be: sithneyparishcouncil.com. The clerk to contact the website designer to request.

18. Damaged Road Boards and Railings – Cllr. A. McDonald reported that he had been around the parish and taken photos and compiled a report of all areas in need of repair and sent to the clerk. It was agreed the clerk would circulate to all Cllrs and Cormac.

19. Coastline Heads of Terms and Maintenance of Open Space – moved to after item 7.

20. Footpaths – The clerk has compiled the Footpath list and Cllr. Mrs. Pascoe has highlighted those FP that she regularly walks. It is impossible for Cllr. Mrs. Pascoe to walk all paths once trimmed before the invoice is presented. It was agreed the clerk would circulate the list to Cllrs and all Cllrs would highlight those they walk and return to the clerk to finalise and advise prior to the LMP contract renewal in February / March 2016.

21. Transport Scheme / Plan. The clerk has contacted the neighbouring Parishes: Germoe, Wendon, Breage and Crowan, none of which have a transport scheme in place.

Debra Roberts the clerk / RFO at Feock PC has kindly given us the following information:

- Feock Parish Council had funding to employ a Project Officer to investigate if they needed a local transport scheme.
- A household questionnaire was carried out.
- Decided to go for a volunteer car driver scheme where local volunteer drivers use their own vehicles.
- Feock have quite an elderly population, and found that 95% of their users use the scheme to go to the two Doctors surgeries. Feock PC currently have 4 active drivers and another 4 being trained with Age UK in Truro.
- Drivers are paid County mileage rate, which they reclaim monthly and must inform their insurance company.
- The Drivers also have to provide a copy of their insurance and MOT certificate to the PC.
- Feock use a simple matrix to work out a suggested donation from the user:
- In the same village is £2 (return).
- To go to the next village and back would be £3.50.
- The next village away again would be £5 (but still in the Parish).
- The feedback they get is that it is a really good service and people are very grateful.
- Feock have a mobile phone as the booking line as this way if the clerk is on holiday, the mobile is given to one of their volunteer drivers to answer, rather than people ringing the office number and not getting an answer.
- They do ask for 48 hours' notice of trips but sometimes this isn't possible and when it is busy it is quite time consuming to arrange the trips, as you have to do it straight away and drop what you are doing, but people are extremely grateful.
- Drivers give their availability a week in advance and then trips are confirmed by the clerk by email.
- On average they do 10-12 trips a week.
- Feock PC have now agreed to run it permanently. Feock PC did budget £1000 to subsidise the scheme but at the moment they are finding that the donations are covering the mileage they pay to the drivers.

Cllr. A. Williams advised he had met with Maxine Hardy and compiled a 'Non Statutory Parish plan' which he handed out to all Cllrs. Cllr. A. Williams advised that if the parish council wished to go down this route then a committee would need to be formed to run through the process and gather ideas, one Cllr alone could not set up the plan. Cllr. P. Martin suggested that as Cllr. A. Williams had gathered this information and started looking into the process then he should continue and take the lead

along with the assistance of other Cllrs as a committee. It was proposed by Cllr. P. Martin and seconded by Cllr. Mrs. Pascoe, all in favour that the parish council should move on to the next stage and form a committee to start looking into the feasibility and public interest in the scheme. Cllrs. Mrs. Pascoe, Mrs. Penrose, Ms. Williams and Cllr. A. Williams agreed to form the committee and meet next Thursday to have a brain storming session to see what the next steps should be.

22. S137 Applications – None received.

23. Parish Council Mobile Phone – The clerk has looked into what expenses need to be reported to HMRC for the clerk / RFO position. It is not clear whether paying a contribution towards the clerk's mobile phone's is correct. The clerk has written to HMRC for confirmation. It is thought that a new mobile may need to be purchased by the Parish Council for the sole purpose of the parish council. The clerk will update again once an update from HMRC has been received.

24. Co-Option: There have been two Perspective Councillor applications from Mrs J Daybell and Lynne Hutchinson.

Mrs Jean Daybell spoke first to advise she has lived in the parish for 50 years, and has been involved in many organisations such as the W.I, victim support, and being the first female Cllr for Sithney parish council and former chairman. Mrs Daybell advised she used to have a mobile butcher shop and visited the parish and soon realised that she was the only person that some residents saw and so is aware of the vulnerability and loneliness within the parish. Jean is very interested in serving the Parish council and its residents.

Lynne Hutchinson addressed the meeting next to advise she has lived in Lowertown for 12 Years. Lynne retired from nursing in 2008 due to ill health. Lynne enjoys meeting people and has been involved in protesting against ~~helping with~~ the tendering process at Edward Hain, ~~dealing with~~ and against tax credits and raising awareness in greyhound ~~rehabilitation~~ welfare. Lynne feels that she has the relevant skills required to become a Councillor.

Amendments as per meeting of 02.02.16, requested by Cllr. L. Hutchinson, all agreed, proposed by Cllr. Mrs. A. Pascoe, seconded by Cllr. A. McDonald, all in favour.

Cllr. P. Martin asked both candidates if they felt they had enough time to fit in the parish council responsibilities and if they had any involvement with any political parties. Mrs Daybell advised she has the time to commit to the PC and has no political ties. Lynne Hutchinson advised she has spent a lot of time with the greyhound rehab work but now has the time to commit to the PC, and is involved in the labour party.

Cllr. A. Williams thought Mrs Daybell had a wealth of experience and fits to what we are trying to achieve as a parish council.

Cllr. Mrs. Pascoe advised that Mrs Daybell did a good job previously for the parish council and Lynne Hutchinson would represent Lowertown.

It was proposed by Cllr. P. Martin, seconded by Cllr. Mrs. Pascoe, all in favour that Mrs Jean Daybell be co-opted as a Cllr for Sithney Parish council, and sign the acceptance of office.

It was proposed by Cllr. Mrs. Penrose, seconded by Cllr. A. McDonald, all in favour that Lynne Hutchinson be co-opted as a Cllr for Sithney Parish council, and sign the acceptance of office.

25. School Governors Report – Cllr. Bickford-Smith advised that Sithney school are currently awaiting the results of their Ofsted report.

26. TIME AND DATE OF NEXT MEETING – Tuesday 2nd February 2016 at 7.30pm at Sithney School.