

SITHNEY PARISH COUNCIL

Chairman: Ian Paterson

Clerk to the Council
Mrs. Pauline Williams
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16/14

MINUTES OF AN ORDINARY MEETING OF SITHNEY PARISH COUNCIL HELD AT TRANNACK SCHOOL ON TUESDAY 1st JULY 2014 AT 7.30PM

Present:-

Cllr. I Paterson – Chairman Cllr. P. Bickford-Smith Vice-Chairman

Cllr. P. Elliott Cllr. P. Martin arrived 7.41

Cllr. M. Morgans Cllr. Mrs. Pascoe

Cllr. Ms E. Williams

Parish Clerk Mrs. Pauline Williams, Cornwall Councillor John Keeling (arrived 7.54) and 7 members of the public,

1. APOLOGIES FOR ABSENCE – PCSO Paul Whitford.

2. ACCEPTANCE OF MINUTES - The Minutes of the Parish Council Meeting held on 3rd June, 2014 were proposed by Cllr. Morgans, seconded by Cllr Elliott and unanimously agreed as a correct record and were signed by the Chairman.

3. DECLARATIONS OF INTEREST FOR ITEMS ON THIS AGENDA – see Page 35 Disclosure of Interests book.

Councillor Morgans declared a disclosable financial interest in Wheal Bramble and Helston Railway.

Councillor Bickford-Smith declared a disclosable financial interest in Affordable Housing, and Chynhale Chapel as lessor.

Councillor Elliott declared a non registerable interest in the application for Financial Assistance from Sithney Community Group as his wife is Chair.

Councillor Paterson declared a disclosable financial interest in discussions on Lowena as he has a business interest with Lt. Cdr. Brian.

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

5. MATTERS ARISING FROM PREVIOUS MINUTES

Lane Chynhale to Crowtown – CC Claire Banks had contacted the Clerk. She had stated that CC would get the sides of the lane cut back to widen it to improve pedestrian access. The lane is clearly signed 'No Entry for Vehicular Traffic' and with budget cuts CC could not justify opening this road for vehicular use. Cllr. Bickford-Smith said that this lane ran from B3303 and as there was no exit by Trelin it would be necessary to reverse back to B3303. From Chynhale there are no entry signs. Councillors felt that the surface of the path should be cleaned and the lane widened. The Clerk stated that CC had offered to weed spray the surface, but declined to clean the surface as they felt the surface would need replacing. It was agreed not to pursue the matter further.

Update Wheal Bramble – The outcome of the Appeal is awaited. Cllr. Morgans reported that work was now visibly taking place.

Footpath 230/6/1 Mellangoose to Newham Barton and Farm -The Clerk said that Hamish Gordon had advised that he was still awaiting confirmation of funding from CC.

Footpath 230/9/2 – Hamish Gordon had revisited the site. He advised the Clerk that the legal line of the footpath had been reinstated and was accessible for use. He asked that the PC get a section of the path and stile cut back. The Clerk advised that, this was only on the LMP contract; this was to be cut once a year later in the season. After discussion the Clerk was requested not to take action as this section (Green Lane to Tregathenan) would be cut shortly; it was agreed not to order a second cut this year, but in future years to add an additional cut.

It was agreed that the surface of the 'coffin' path (Chynance to Lane into woods SW650 311) needed spraying and the hedge cutting back. The Clerk was asked to obtain a quote from Mr. Sanders and report back to the next Council meeting.

Footpath 30/1 – Hamish Gordon said the majority of this route is available, however the householder is still awaiting authorisation from his Insurers before he can proceed.

Overhanging bough Front Lodge to Mellangoose – Councillor Paterson had advised the Clerk that the work had been carried out, but a further bough now needed removing. Cllr. Bickford-Smith agreed to speak to the owner.

Potholes – The potholes reported at the last PC meeting outside Prospect Farm Livery, Trannack; Truthall Road, Truthall; Gwavas (road runs to the left of Anvower Mill up to Sithney Road); Halvanance Farm to Longstone Road; and between the Viaduct and Chynhale had all been repaired.

Councillor Paterson had spoken to the owner of Prospect Farm Livery, Mr. Croft and asked him to divert the foul smelling water away from the road. If this request is not heeded the Clerk will contact the Environmental Health Department for assistance.

Dog Fouling - The offensive sign had been removed from the footpath from Sithney Green to Roseawen. The Clerk had contacted the Dog Warden asking for assistance and suggesting that maybe official signs could be erected. The Clerk reported that the Dog Warden had placed a notice on the PC board at Coverack Bridges and on the telegraph pole near Glenview. He had also visited the owner re their complaint.

Councillor Elliott left the meeting

6. PUBLIC PARTICIPATION – Mrs. Bev. Elliott spoke to the request for funds by Sithney Community Group. She said the group really appreciated the funding last year, and they were working hard to build up working capital. Eighteen events had been held so far and more were planned, and whilst these could be funded they could not fund the insurance, lottery licence and cost of the Helston Concert Band (who will be performing at a free fete on August 2nd which intends to raise the profile of local groups – including the Parish Council who were welcome to attend to

promote the work of the Council, sell Millennium Maps and try to recruit two new Councillors). She also said that she was concerned that some local groups may not be aware of the grants scheme and felt it should be more widely publicised.

Councillor Paterson said that the matter of the light bulb replacement in the Lowertown Library Box would be put in hand. Mrs. Bedell said a relative of hers was an electrician and would install the bulb if this was a problem.

Cllr. Elliott returned to the meeting.

7 POLICE REPORT – PCSO Paul Whitford sent his apologies. He reported that there had been two crimes reported in June. One in Sithney the improper use of the public communications network (domestic incident) which is under investigation and one of harassment in Crowntown (no violence but was also domestic related) which is under investigation.

8. CHAIRMAN'S COMMENTS – Nothing to report.

9. COUNCILLORS' QUESTIONS AND COMMENTS – Councillor Bickford-Smith said that the Helston Railway signs at the junction of Trevarno turn coming up from Chynhale with the B3303 have been moved from the top of the hedge to the verge and it is impossible to see clearly to the left without the driver encroaching onto the B3303. The Clerk was asked to contact Highways and ask them to move them to a safer location.

Cllr. Mrs. Pascoe said that at Coose Trannack the paths had grown in and the trees were meeting overhead. It was proposed by Cllr. Pascoe, seconded by Cllr. Bickford-Smith and carried that the Clerk write to the Woodland Trust and ask them to get the trees cut back.

10. CORNWALL COUNCILLOR'S COMMENTS – Cornwall Councillor John Keeling reported that there had been a mixed bag of meetings and case work during the month including: Standards Committee and the appointment of a Parish Council Clerk to the committee, a welcome addition, which would provide a benchmark for understanding how ethical standards in public life impact on Town/Parish Councils. There had been a select committee to investigate the ongoing provision of public toilets and the current position 3 years on. Particular emphasis was put on the impact on disabled people; and despite the provision of public toilets being driven by budgetary constraints 100 had been transferred to Towns and Parish Councils.

PA14/00748 Helston Railway and Organic Trevarno

He stated that Planning continues to dominate his work load and the Helston Railway proposal was proving very contentious and though popular to many the impact on the people of Prospidnick was a matter of concern. Cornwall Councillor John Keeling praised Cllr. Mrs. Pascoe for her presentation at the CC Planning Committee and for her concise answers to questions raised. He stated that he had robustly objected to the application, as were the wishes of the residents he represented. He said the vote was 8:4 against with 2 abstentions. There is a licence in place for the railway to operate from Prospidnick to Truthall up to the bridge, which was granted when the railway operated from Trevarno.

Cornwall Councillor John Keeling had contacted St. Neot Parish Council as he understood they were operating a Lengthsmans scheme, he would keep this Council apprised of any response.

He stated that taking Neighbourhood Plans forward is a positive way of not only protecting communities but also helps planners and himself to understand where development would be acceptable in the parishes. It would be good in terms of economies of scale if the three parishes worked together if there is was a will to do this.

11. PLANNING

Planning Applications To consider recommendations to planning applications received: --

Councillor Morgans presented the views of the PAP:-

PA14/02611 Nancegollan. Pengoon Farm. Use of land for the siting of residential caravans. PAP supported this application.

PA14/04909 Trenear. Wheal Christopher Farm TR13 OHE. Conversion of barns to form two independent holiday lets. PAP supported this application.

PA14/05603 Buzzards Reach, Boscadjack Farm, Coverack Bridges. Proposed single storey extension to increase size of lounge. PAP supported this application

It was proposed by Cllr. Morgans seconded by Cllr. Mrs. Pascoe and carried that these decisions be endorsed by the Parish Council and transmitted to CC as the PC comments.

OTHER PLANNING MATTERS

Decisions Approved

PA14/03249 Top Lodge, Trevarno, Sithney. Proposed Two Storey Extension

PA14/02463 Land adjacent to Lavalow, Sithney Green. Sithney. Erection of a stable block and change of use from agricultural to equestrian.

PA13/08989 4 The Sidings, Nancegollan. Erection of live/work unit.

PA14/00893 Guinevere Lodge, Sithney. CLUED for use as a separate dwelling. (Only CAADs and LUs granted)

Enforcement

Lowena, Lowertown. EN14/00535 – Cornwall Councillor John Keeling said he had attended a meeting of the Lowertown Community Group when issues concerning the camping site were raised. He said he had also met with the Planning Officer Niamh Ashworth, but no definitive answer was to hand.

Withdrawn

PA13/00487 Hilltop Garage, Sithney Common Hill, Sithney. Helston. TR13 0RH. Change of use from sale and repair of motor vehicles and sale of fuel to manufacture of Cornish pasties, and retail of Cornish Produce, including a pasty drive-through takeaway and associated amenity area. Helston Pasty Company Ltd.

PA13/05008. Lower Boscadjack Farm, Trenear, Helston TR13 0HH. Demolition of existing single storey utility room and construction of kitchen extension. Listed Building Consent

PA14/03990 Boscadjack House, Coverack Bridges. General Purpose agricultural building. **Withdrawn before receipt.**

Helston Railway Brown Tourist Signs - The Clerk had been asked to clarify whether there was permission for the signs that have reappeared. CC confirmed that an application had been successful in February for a sign at the junction A394 with the B3302, at B3302 junction with B3303 and the B3303 junction with Chynhale leading to Prospidnick. There was no permission for signs for Trevarno Skincare. The Clerk said she felt it would be helpful if the PC were advised when any signage had been approved by CC, she asked if she could make a request to CC that they do this. No support was received for this idea. Cllr. Bickford-Smith said that it was not permitted to advertise as well as have the brown tourist signs, therefore the sign 'train rides today' is not allowed. He had taken this up with CC.

12. PUBLIC RIGHTS OF WAY – A date for replacement of the missing signs is awaited. However, it was reported that two finger posts had been sited either end of footpath 5/2, but the one at the Truthall end had been removed within days. The Clerk was instructed to ask where this had gone and why and when the remainder of the new signs would arrive.

An invoice had been received for the first cut of Gold Paths Nos. 4/1, 14/2, 27/1, 28/1, 29/1 and 30/1. plus stile/gate 3/1. The Clerk sought confirmation that these had all been cut to an acceptable standard. It was proposed by Cllr. Bickford-Smith, seconded by Cllr. Mrs. Pascoe, and agreed that the invoice be paid.

It was reported that Freddy James lane (BW27/1 Moffats Corner to Crowntown SW634 311 to SW636 310) had grown over at just above head height. As this was the landowners responsibility and not part of the LMP contract, however, it was agreed that the Clerk obtain a price from Mr. Sanders for cutting it back and report back to the next Council meeting.

The Clerk asked if she could submit the invoice for the 1st installment of the LMP payment to CC. It was proposed by Cllr. Ms Williams, seconded by Cllr. Mrs. Pascoe, and carried that this be done.

13. LOCALISM/CODE OF CONDUCT/NEIGHBOURHOOD DEVELOPMENT PLAN – Cllr. Paterson said he would try and organise the meeting shortly to discuss whether or not the PC wish to have a neighbourhood plan.

14. REPORT OF THE CLERK & CORRESPONDENCE

Safer Cornwall newsletter 28/5/2014

Rural Services Network - Spotlight on small businesses and the rural economy dated 28/5/2014, Rural Opportunities Bulletin 4/6/2014, Fuel Poverty June, 2014, Rural Transport June.

Rural Services Network 2.6.2014, 9.6.2014, 16.6.2014, 23.6.2014

Changes to first bus services

Cornwall AONB Spring/Summer Newsletter.

CALC the Week for 9th June and 20th June, 2014

Rural Services Network – Parish Views on rural housing sought

Code of Conduct Training Dates – A copy of these had been sent to all Councillors. The Clerk stated that she had booked herself on the 8th September day at Helston. Cllr. Mrs. Pascoe asked the Clerk to book her on that date as well.

A complaint had been received from a resident about an untaxed car in the car park used by Sithney Church. The Clerk said she was given to understand that it belonged to Mr. Deacon. The resident is asking for it to be removed. The Clerk had asked CC about what the position is about untaxed cars on private land, but has made no reference to whose car or where it is parked. The Clerk promised the complainant that she would raise the matter at full Council and ask if they wanted her to take any action. Cllr. Martin said that this was a civil matter and if the Church, who presumably owned the land, did not want to take action then the Council should not. Cllr. Ms. Williams asked if the PCSO could not be asked to look at it. It was proposed by Cllr. Martin, seconded by Cllr. Elliott and on a vote of 4 to 2 abstentions (PBS and AP) it was carried that the PC should take no action. The Clerk to advise the complainant.

15. FINANCE

a) To consider the following accounts for payment:

It was proposed by Cllr. Elliott, seconded by Cllr. Ms. Williams carried unanimously that the following accounts be paid:-

	£
Mrs Pauline Williams – Clerk salary etc June	584.05
St. Sithney Parish Church – Donation	825.00
Grant Thornton – Audit 2013/14	120.00

b) Consider the following applications for donations – Chynhale Chapel, Sithney Community Group

Chynhale Chapel – It was agreed at the last PC meeting that £177 be paid to Chynhale Chapel subject to receipt of the relevant paperwork. However, a balance sheet, showing monies at the bank had not been received. Cllr. Bickford-Smith agreed to speak to them. The matter to be deferred to the next meeting.

Cllr. Elliott left the meeting

Sithney Community Group – A request had been received for a total of £320 to cover their insurance (£220), small lottery licence (£20) and the cost of the Helston Concert Band (£80). A copy of the letter and accounts had been forwarded to all Councillors for consideration. When the first application was made last September it was agreed that it was hoped that the group would become self funding and any further funding requests would have to be reconsidered. Cllr. Mrs. Pascoe said she was undecided about a further grant as the idea was that the group was self funding. She felt that other local groups were also struggling financially but had not applied for grants.

It was resolved, that in pursuance of the power conferred by Section 137 of the Local Government Act 1972, and being in the opinion of the Council that the expenditure satisfies the requirements of that section, and is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure that the grant be made. It was proposed by Cllr. Bickford-Smith, seconded by Cllr. Morgans and carried on a vote of 6 to 1

abstention (AP) that the grant is paid this year but that it should be reconsidered next year. Concern was expressed about setting a precedent. Cllr. Elliott returned to the meeting.

c) Financial Reports by Clerk

The Clerk reported that she had invoices to pay totalling £1529.05 as reported at item 15a). No monies had been paid in to the bank but £1.69 interest had been credited to Business Saver Account. The balance at the end of June on the Current Account was £22,330.60 and on the Business Saver £13,544.26. These are considered adequate to undertake the work of the Parish Council. The Clerk had contacted the bank asking for information on interest rates for investments and was informed that the ½% currently being earned is the most available. A copy of the interest rates supplied by the bank had been forwarded to the Auditing Councillors.

Confirmation of signatories – Barclays Bank had now confirmed the three signatories as Cllr. Paterson, Morgans and Mrs. Pascoe.

Approval of Budgetary Control Statement, Receipts and Payments (Now called Monthly Report). The accounts to end of June had been circulated. They do not include the cheques drawn on 1st July. It was proposed by Cllr. Elliott seconded by Cllr. Bickford-Smith and carried that these represent a true account of the Parish Council finances and they were signed by the Chairman.

Annual Audit – The Clerk reported that the Parish Council Annual Audit had been completed by Grant Thornton and there were no questions or comments. An Invoice had been received for £120, the Clerk sought permission to pay this, as it must be paid upon receipt. It was proposed by Cllr. Elliott seconded by Cllr. Bickford-Smith and carried unanimously that this payment be added to the list for payment. The notice of completion of the Audit and a copy of the Annual Return had been posted on the Parish Council Notice Board.

Monthly Risk Assessment – The land around all the notice boards had been cut. The lock on the Lowertown Notice Board had still not been replaced despite the Clerk contacting Mr. Sanders twice. The Chairman signed this to indicate it had been seen and reported to Council.

16. Consideration to provision of grit bin Lowertown to Gwavas – Cllr. Mrs. Pascoe said she thought the idea of the grit bins was to aid residents in reaching the main roads, Gwavas Hill is long and very steep and perhaps encouraging residents to use in bad conditions was not wise. Cllr. Paterson said he thought the idea was to aid locals who live at the bottom of the hills. It was proposed by Cllr. Mrs. Pascoe, seconded by Cllr. Bickford-Smith and carried with one abstention (MM) that the PC will not provide this additional bin.

17. Financial Regulations update to CALC model – A copy showing highlighted the differences between the Parish Council's existing copy and the revised version had been sent to all Councillors. A note of the decisions that need to be made had also been sent. Cllr. Elliott reported the main changes to note were that:-

- The date for reviewing salary budgets is now October, not November as previously. Chairman and Clerk to sign review.
- Quarterly report to include explanations for excess of £100 or 15% variances from the budget.
- Credit references must be obtained for cheque signatories
- Orders for payments and cheques must be signed by two Councillors. The RFO must produce a schedule of payments which form part of the agenda for the meeting. This schedule must be ruled off; countersigned by the RFO and when authorised for payment the Chairman must also sign it.
- Once a quarter and at the end of the financial year two members (not Chairman or cheque signatories) must verify the bank reconciliation. This and the original bank statements must be signed. This must be reported to full Council as done and signed by the Chairman.
- Appropriate Councillors should be included on Fidelity Guarantees on Insurance Policies.
- Written procedures must be produced.
- Council is responsible for Internal Audit and systems of Internal Control (this was RFO duty)
- The Council must produce a 3 year revenue and capital receipts and payments including the use of reserves and update the forecast accordingly.
- The Chairman of the Council must have his own copy of the bank statement

It was proposed by Cllr. Elliott, seconded by Cllr. Bickford-Smith and carried that these new Financial Regulations, most of which were compulsory, be adopted.

18. Co-Option of new Parish Councillors: - to receive Declaration of Acceptance of Office and set a date to receive Declaration of Interests Form. Confirmation had been received from Sharon Richards that no one had requested an election in the prescribed time for the vacancy created by Cllr. Brian Deacon. No applicants had come forward. Cllr. Ms Williams said she would put an advert in the Crowan Post in the hope of attracting interest.

19. Flooding – Cllr. Bickford-Smith said a lot could and needed to be done and asked that the item remain on the agenda.

20. School Governors Report - Cllr. Mrs. Pascoe said that Trannack School's OFSTED inspection had been carried out. It was rated in need of improvement. She felt that this was as a direct result of the previous head not leaving the school in an ideal situation. OFSTED recognized that a lot of work had been done by the new head to put things in place to improve the areas mentioned. The school will be re assessed in two years. Praise was made of the youngest class. Cllr. Mrs. Pascoe said it was a nice school with a lot going for it and she envisaged improvements under the leadership of the new head teacher.

Cllr. Bickford-Smith said Sithney School's OFSTED inspection is awaited.

21. Affordable Housing – Andrew Wiles had advised the Clerk that the application had been lodged. However, it has not yet been listed. The Clerk reported that Mr. Wiles had confirmed that the parking spaces for the school would be made up to CC adoptable standards.

22. TIME AND DATE OF NEXT MEETING - Tuesday 5th August 2014 at Trannack, Tuesday 2nd September at Trannack as Sithney School is undergoing major works and is not available for hire.