

SITHNEY PARISH COUNCIL
Chairman: Peter Bickford-Smith

Clerk to the Council
Mrs Jodie Ellis
07855774357

Trannack Farm,
St Erth, Hayle
TR27 6ET

28/15

MINUTES OF AN ORDINARY MEETING OF SITHNEY PARISH COUNCIL HELD AT SITHNEY SCHOOL ON TUESDAY 6th OCTOBER, 2015 at 7.30PM

Present:-

Cllr. P Bickford-Smith – Chairman	Cllr. Mrs. A. Pascoe - Vice-Chairman
Cllr. P. Elliott	Cllr. Ms. E. Williams
Cllr. C. Perrin	Cllr. P. Martin
Cllr. Mrs. L. Penrose	Cllr. A. McDonald
Cllr. A. Williams	Cornwall Cllr. J. Keeling

Parish Clerk Mrs Jodie Ellis and 18 members of the public.

1. APOLOGIES FOR ABSENCE – All Cllrs were present.

2. ACCEPTANCE OF MINUTES - The Minutes of the Parish Council Meeting held on 1st September 2015 were proposed by Cllr. Perrin 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. Bickford-Smith declared a disclosable financial interest in item 11. Planning Helston Railway Appeal and a non- pecuniary interest in item 14c Notice Boards NJ Garden Services. Cllr. Ms. Williams declared a non - pecuniary interest in item 14c Notice Boards NJJ Garden services. Cllr. Mrs. Pascoe declared a disclosable financial interest in item 11 Planning Lower Trannack Mill Quarry. Cllr. Mrs. Penrose declared a disclosable pecuniary interest in item 11 Lower Trannack Mill Quarry, Lowena, Lowertown and item 12 Bridleway 230/30.

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

5. MATTERS ARISING FROM PREVIOUS MINUTES –

Japanese Knotweed at Trannack Mill – The clerk has not received a response from the landowner to date. Cllr Pascoe advised that there are now two areas one adjacent to the Micklers property and one area is beside the river behind the units. Cllr Keeling will forward a contact at CC to the clerk.

Roseawen Woods at Sithney Green – Cornwall Council Officer Mr Viner is currently ongoing with his inquiries with local residents.

6. PUBLIC PARTICIPATION –

Mr. Mickler – asked Cllr. Mrs. Pascoe if she knew why there was water pouring onto the road at the x-roads at Truthall Turn/Pumping Station. Cllr. Mrs. Pascoe advised that she believed it was due to the BT engineer who put the cables in under the road several years back.

Mrs. Mickler – Advised the council that the Japanese Knotweed is spreading by the telephone Kiosk.

Anna Sheppard – Spoke to object to the planning application for Boscadjack House Agriculture shed. For the following reasons: Sitting was unnecessary, uncalled for and not in keeping with the area, destroying a greenfield site, causing a flood risk, access to the site is up a very steep track and poses a danger when carrying trailers full of hay. Ms. Sheppard advised that the applicant runs a business maintaining commercial cars and not anything to do with agriculture or animals. Ms Sheppard believes siting the shed at the top of the field on the brownfield site would be a better option.

Mr. Luckett – spoke to object to the planning application for Boscadjack House Agriculture shed. Mr Luckett believes the plans had not changed since the previous application, although they are meant to have been reduced in size. There would be 100's if not 1000's of tons excavated off the site if the application goes ahead.

Mr. Moseley – spoke as the agent of the planning application for Boscadjack House Agriculture shed. Mr Moseley started by thanking the PC on behalf of the applicant for their support on his previous application and hoped they would again support this application. The applicant feels that the siting is best due to the screening by hedgerows and that the building will be solely for agricultural use. The new plans show the building has been reduced by 3 meters, reflecting the views of the county land who felt the previous plans were too big.

7 POLICE REPORT – PCSO Ashley Fuller has submitted a written report as follows:

During September 2015, 0 crimes were reported to Police. There were 3 police logs generated for this area. **Polite Notice** - Whilst out on patrol in this area, PCSO Fuller has noted and given words of advice to members of the community that do not wear their seat belts. Failing to wear a seatbelt is still one of the primary contributors to sustaining injury in a collision. Of the “Fatal Four” main causes of serious injuries and deaths on the region’s roads, failure to wear a seatbelt is the third most significant. The others are excessive or inappropriate speed, driving under the influence of alcohol or drugs and driver distraction such as using a mobile phone while on the move. It is now over 30 years since wearing seatbelts in the front seats of cars and other vehicles was made compulsory (1983), and 24 years since it became law for rear seat passengers to belt up. It is important that not only the driver but every passenger in a vehicle uses a seat belt when and where required. Drivers place themselves, their passengers, other road users and pedestrians in danger by not belting up. If you are caught driving or as a passenger without a seatbelt on, you can receive a fixed fine of £100 or possibly be referred to an educative course. If prosecuted in court, the maximum fine is £5,000. **Police team update** – PCSO Fuller is pleased to announce that PC Andy Weir is joining Helston Police Neighbourhood team as from September 2015. As Riche Wearne’s replacement, he will be joining Ann Butcher as a Neighbourhood Beat Manager.

8. CHAIRMAN’S COMMENTS – Cllr Bickford-Smith reported the Road calming on the B3303 between Sithney School and the northern end of Nancegollan is now in place with 20mph outside Sithney School, 30mph in Crowntown and Nancegollan and

40mph in between these hamlets. These measures have resulted in total chaos outside Sithney School with parents parking in house entrances, going the wrong way up Johnny Whites lane. Drivers have been totally ignoring the speed limits and Cllr Bickford-Smith suggested that the PC look into a pair of average speed cameras at the end of the restrictions with a view to ensuring drivers slow down. Cllr Keeling advised he could get hold of a speed monitor so that statistics / evidence could be gathered.

Cllr Bickford-Smith was sorry to report that Phytophthora ramorum Sudden Oak Death has been discovered in Larch trees in Kings Wood and has cross contaminated to Sweet Chestnut with the result of up to 10 % of the woodland having to be felled.

9. COUNCILLORS' QUESTIONS AND COMMENTS –

Cllr. Perrin asked the clerk if she could chase Ben Dickinson up at Cormac to provide a feedback on his visit to the parish.

Cllr. Martin congratulated the new Cllrs and asked the Clerk if the correct procedures had been followed in Co-Option. The clerk advised she would look into it and report back to Cllr. Martin.

Cllr. Elliott handed his resignation into the chairman, as he is moving away at the end of the month. Cllr Bickford-Smith thanked Cllr. Elliott for all his work.

Cllr. Mrs. Pascoe asked the clerk if all the paperwork for the meetings could be sent round earlier to allow Cllrs more time to go through all the paperwork each month. The clerk advised she would ensure this happens in future.

10. CORNWALL COUNCILLOR'S COMMENTS - Cllr. Keeling advised that though there were a number of meetings throughout the month, including full council (where Cllr Keeling questioned once more the provision of toilets in Cornwall), the matters debated and discussed were mainly treasury management and procurement. There was the matter of fitting sprinklers in new housing development and that was debated during a recent scrutiny committee. Progressing them to be fitted as a matter of course would need a change in legislation and this possibility is being sought. At a recent meeting of the West Cornwall Local Action Group (WCLAG) meeting held at Penzance, Karen La Borde was accepted onto the group in the capacity of private business category. Cllr Keeling mentioned Karen's recent co-option onto Breage Parish Council, which helped to reinforce the appointment. Grant funding for projects may be applied for and potential applicants are helped, by the group, to signpost them to enable compliance with relevant documentation. Eligibility and approval/rejection of projects will be decided by the WCLAG. More information in the emerging website www.localactioncornwall.info. The paperless planning issue is causing a stir amongst some parish councils, particular the smaller ones. Cllr Keeling will take this up with Edwina Hannaford (Portfolio Holder) on behalf of his parishes, if necessary, once the collective views of all three parish councils in his division are known. Traffic matters and problems outside Sithney School are causing some distress due to the new traffic calming measures. Helena Ludlow from Highways will be visiting the site this coming week. Cllr Keeling has asked her to pop into the school during her inspection trip. Finally, Cllr Keeling thought to include a snippet from Germoe Parish Council's meeting last Thursday in the wake of discussions around the Praa Sands Toilets by Breage Parish Council for general information at this time. Further, Cllr Keeling is more than willing to help see the problem of toilet provision brought to a satisfactory, if not convenient conclusion in due course along with advice and help from the Community Link Officer (Maxine Hardy).

CORNWALL COUNCILLOR'S COMMENTS to Germoe Parish Council 1st October 2015

Cllr Keeling reported that

- *there is now a strong possibility that Breage Parish Council will take on responsibility for the Praa Sands public conveniences, though no decision has been taken to date.*
- *this may be done through a Community Interest Company, in which case Germoe Parish Council, as a near neighbour, might like to consider becoming a stakeholder.*

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

Applications –

PA15/07236 – Land Adjacent to Lavalow, Sithney Green, Sithney - To extend (at the rear) of stables, to include provision of tackroom, mower and machine store and washroom. PAP felt that this application was a natural progression.

It was proposed by Cllr. Mrs. Pascoe and seconded by Cllr. Ms. Williams, 8 in favor, with 1 abstention that the Parish supports this application.

PA15/07215 – Pednavounder Farm, B3302 Between Sithney School and Sithney Common, Sithney – Change of use and conversion of Two-Storey Traditional Farm Buildings to create a Residential Dwelling. PAP thought that this application would preserve and improve the old buildings. It was proposed by Cllr. Mrs. Pascoe and seconded by Cllr. Ms. Williams, with 1 abstention that the Parish supports his application.

PA15/07620 – 5 The Sidings, Nancegollan, Helston – Removal of business / work use of the building to provide a full residential in respect of condition 3 of PA13/10843. PAP felt that Live/work units should be retained to encourage a viable rural economy on the industrial estate, as it was not suitable for residential use in the middle of an industrial estate. It was proposed by Cllr. Mrs. Pascoe and seconded by Cllr. Perrin, with 1 abstention, that the Parish objects this application.

PA15/08526 – Chyvor Farm, Prospidnick Hill, Prospidnick, Sithney – Replacement sun Lounge. PAP believes the proposed sun lounge will enhance the existing dwelling. It was proposed by Cllr. Mrs. Pascoe and seconded by Cllr. Perrin, with 1 abstention that the Parish supports this application.

PA15/08350 – Boscadjack house, Coverack Bridges, Helston – Erection of an agricultural storage building. PAP recommend in principle this application is supported but wish the following concerns to be addressed in the planning conditions:

1. The steepness of the access road is of concern especially with tractors pulling loaded trailers.
2. Stability of the site adjacent to the road.
3. Drainage from the green field on to the road.

4. The shed is not suitable for fodder storage due to a lack of ventilation and the vicinity of fuel.
5. The use of the shed to be restricted to storage of machinery only and no commercial enterprise to be operated from this shed. It was proposed by Cllr. Mrs. Pascoe and seconded by Cllr. Ms. Williams that the Parish supports this application with the above points.

8.05pm Cllr. Mrs. Pascoe and Cllr. Mrs. Penrose left the room.

PA15/04815 - Lower Trannack Mill Quarry, Coverack Bridges - Proposed change of use of existing portal frame building into showroom / office unit with living accommodation over and construction of forklift / compressor / drystore.

CC wrote to the clerk last week stating that they were minded to refuse the application, due to the residential element of the proposal, as it would constitute a new dwelling in the open countryside without sufficient justification for it. The applicants require the accommodation for security reasons, and to take deliveries at the site, however it is not felt that this is enough to warrant and dwelling house in this location. Little evidence has been demonstrated that other forms of security measures could be implemented on site. With regards to the deliveries, the applicants currently live less than one mile from the site, so it is felt that it is easily accessible from applicant's dwelling house at present.

In accordance with the Protocol for Local Councils, the parish has three options from the planning officer to choose from:

1. Agree with CC recommendation
 2. Agree to disagree, meaning effectively that the PC support the application.
 3. Maintain your objection to/support for the proposal against my recommendation and request committee consideration by the planning committee (which I will then discuss with the Divisional Member who may or may not agree with your view).
- Discussions took place and it was felt that it was a brownfield site, the business supports employment and would reduce crime at the site. It was proposed by Cllr. Perrin and seconded by Cllr. Williams, with two abstentions that the Parish supports this application.

8.25pm Cllr. Mrs. Pascoe and Cllr. Mrs. Penrose returned.

Approval

PA15/07832 - 3 Chynhale Cottages Chynhale Sithney Helston Cornwall TR13 0RX - Non material amendment to PA13/07411 (proposed two storey extension), to remove the originally proposed natural slate hanging and replace with sand cement render to the proposed two storey extension.

PA15/05875 – Crowntown Car Sales, Crowntown - Proposed demolition of existing garage, and construction of dwelling. (Revised design of planning approval PA14/10982).

Appeals

A letter has been sent to the Inspector at Bristol regarding the Helston Railway Application, to re-iterate Sithney Parish Council's original decision of not supporting the application.

Enforcement

EN15/11059 - Lowena, Lowertown Helston – Joanne Patient at Cornwall Council has advised the clerk that she has not been able to visit this way lately, and has been waiting on emails and telephone messages, that she has left for the planning agent to be returned. However, as she has received no responses, she has emailed the owner to ask what they have or have not removed from the land. Cllr. Mrs. Pascoe asked the clerk to ask enforcement to visit the site.

Paperless Planning Applications – Cornwall Council are giving a £700 grant to each Parish Council to assist in the purchase of new equipment required to view future planning applications at meetings. The grant should be with each Parish Council within 28 days. Cornwall Council is asking all Parish Councils to go live with paperless by January 2016, with the exception of a few Parishes' by April 2016. They have asked all Parish Councils to confirm which date they will be complying with. As both schools have a projector that we are able to use for a small fee, the Clerk has looked into costings for new laptops, and an I5 is recommended for speed, Currys Current prices are:

HP Pavilion 15-ab028na 15.6" Laptop – Silver - £599.00

ASUS N551JX 15.6" Laptop – Grey - £699.00

ASUS X555LA 15.6" Laptop – Black – £449.00

Office 365 Package - £59.99 per year for Word, Excel, PowerPoint, I Note, Outlook, Publisher & Access Drive.

Discussions took place and it was agreed to purchase the HP model at a price of £599.00, it was proposed by Cllr. Mrs. Pascoe seconded by Cllr. Perrin. All in Favour. Cllrs also requested that the clerk source costings for an A3, A4 printer and portable projector and bring costs back to the November meeting.

8.45pm Cllr. Martin left the meeting.

12. PUBLIC RIGHTS OF WAY –

Bridleway 230/30, Sithney – Cormac have advised that the owner of the property over which the bridleway passes and where the cliff slip occurred, is carrying out extensive structural works to protect his house and at the same time is forming a foundation for the bridleway. Cllr. Mrs. Pascoe advised that work on the restraining wall had begun.

Footpath 14 – Craig House to Penpraze – The clerk has written to the landowner / agent to request that the two stiles are rebuilt. Since this it has come to light that one stile is particularly overgrown and the clerk has asked Bob Sanders to have a look.

Lane beside Trelin from Crowntown to Chynhale – This has now been trimmed.

Tregoose to Black Arch – 230/8/1 – This footpath runs straight across an arable field, so it is not easy to walk the definitive footpath line. Cormac have been asked if 3 new signs can be purchased so to allow the footpath to be more visible. It was requested that the clerk contact the contractors to express the PC's thanks at re-instating the footpath, and to ask that in 3 years' time when the bulbs are lifted that the footpath is put back to its definitive line.

13. REPORT OF THE CLERK & CORRESPONDENCE

CC – Planning Conference

Rural Vulnerability Transport – people in the parish.

Rural Services Network – Weekly Bulletin 01/09, 07/09, 15/09, 21/09 & 28/09

Rural Opportunities Bulletin

Rural Services – Fuel Poverty Bulletin – September 2015

Rural Policing Matters Campaign

Safer Cornwall Newsletter

Communities and Devolution Bulletin September 2015

CC – Pots, Tubs and Trays Recycling Initiative.

The Princes Regeneration – September News.

AONB Management Plan Guiding Principle.

Cornwall Fire and Rescue Service Plan 2016/19 Consultation – ends 08/11/15.

Localism Summit – 30.09.15

RSPB survey on seagulls and the conflicts caused in local communities – ends 30/11/15.

PCDT September 2015 E-Bulletin

CC – Devolution Progress Update

14. FINANCE**a) To consider the following accounts for payment:** - Approval of schedule of payments.

It was proposed by Cllr. Elliott, and seconded by Cllr. Ms. Williams and carried unanimously that the following accounts be paid as per the schedule of payments: -

	£
Mrs Jodie Ellis – Clerk (Salary & Expenses)	420.90
Cornwall Council (LGPS) – Clerk	67.05
Cash – Reimbursement of Petty Cash	<u>47.13</u>
	<u>535.08</u>

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

The Clerk reported that she had invoices to pay totaling £535.08 as reported in item 14a. The balance at the end of September on the Current Account was £9,387.27 and on the Business Saver £33,561.18. These are considered adequate to undertake the work of the Parish Council. It was proposed by Cllr. Ms. Williams, and seconded by Cllr. Elliott that the report be accepted. All in favour.

Approval of Monthly and Quarterly Report. The accounts to the end of September had been circulated but they do not include the payments drawn on 6th October. It was proposed by Cllr. Perrin, seconded by Cllr. Elliott 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 there is still damp and litter in the bus shelter at Crowntown. It was proposed by Cllr. Perrin, and seconded by Cllr. Elliott that the report be accepted. All in favour.

c) Notice Board Costings – The clerk has sought quotes from 3 local Contractors for fitting of the 5 new noticeboards, and can report that quotes were received from: Bob Sanders, Nigel Jane and Independent rural Services.

Cllr. Mrs. Penrose asked on behalf of the Lowertown community meeting if the old board at Lowertown could be re-sited behind the bench. Cllr. Bickford-Smith advised we would need to look into costings but hoped it would not be an issue. Discussions took place and it was agreed that the job would be awarded to IRS. It was proposed by Cllr. Elliott, and seconded by Cllr. Perrin. All in Favour.

d) Website – The clerk has looked into other Parish Council websites 2 of which are local councils and one is a DIY website. Both local Clerk's are extremely happy with their websites ease of use. All 3 costings are below:

Parish Council (If any)	Provider	Set Up Cost	Annual hosting Fee	Domain Registration	Details
Breage	Word Press	£600.00	£25.20	£25.00	New HTML5 website compliant with modern browsers, Content Management System, Mobile and Tablet Friendly, Comprehensive navigation system, easier to find information, Transfer of all content from old site, Hit Counter.

St Erth	Sea Dog IT	£2000 (Rough Guide without Spec)	£15.95 Per Month	32/15 Websites reside on UK based servers that are monitored 24/7/365 by highly qualified on-site technicians. Monthly fee also include: Regular website back ups, Regular updates to the website core (future-proofing so that your site remains up to date and secure, monthly checks for broken links, anti-spam software integration and automatic spam filtering & security scanning designed to prevent hacks and unauthorised user activity.
	LCN	None -DIY	£40.00 Per Year.	Full UK Support, No set up cost as DIY, Self-Build, Simple Design Website.

It was discussed and proposed by Cllr. Elliott, seconded by Cllr. Perrin, and unanimously agreed that Word Press should be contacted to provide a new website for Sithney Parish Council.

14e) Councillor DBS Check – The clerk has received correspondence from Cornwall council stating that CC have resolved to undertake Basic Checks on all Members and co-opted persons and Enhanced DBS checks (without a barred list check) on Members who sit on the Cabinet. The basic DBS check is £40.00 to set the PC up and then £35.00 (+vat) for each check thereafter. Discussions took place, and it was agreed that it was not necessary for Sithney Parish Councillors to have the checks carried out as there was minimal contact with vulnerable adults and children. It was proposed by Cllr. Perrin, and seconded by Cllr. Mrs. Pascoe. All in favor.

14f) To consider appointment of New Councillors special responsibilities – The council has vacancies in the following areas:
Public Rights of Way – Cllr. Mrs. Penrose and Cllr. McDonald
Audit and Risk Assessment – Cllr. Williams and Cllr. McDonald
Planning Advisory Panel x 2 – Cllr. McDonald
Communications & CALC – Cllr. Mrs. Penrose
Police and Victim Support – Cllr. Williams

It was Proposed by Cllr. Perrin, and seconded by Cllr. Ms. Williams. All in Favour. That the above appointments be made.

14g) Transparency Fund for small Councils Grant – The clerk has received correspondence from CALC to say that they have teamed up with NALC to offer funding over the next 3 years to assist Parish Councils with a turnover of less than £25,000. Points to consider are: 1.) The fund is open to any council with a turnover of less than £25,000 in any year, 2.) This is a 3 year fund and you can apply in each of the three years, 3) You can only apply to cover the cost of additional burdens under the audit legislation. The fund cannot be used to pay for anything which will be used for other council work, 4) The fund may make a contribution towards the cost of anything which the council is also using for other purposes, 5) The Council can claim for training and for staff time in each of the three years of the fund, 6) Applications should be submitted to the County Association; after verification they will be sent to NALC for approval; funds will be distributed by the CALC. It was discussed and agreed that the clerk source costings for different printers and bring these back to the November's meeting, to apply for these along with the clerk's time on website updates.

14h) CC Planning Conference Places – Cornwall Council are running planning conferences for Councillors at a cost of £10.00 per delegate. Cllr. Ms. Williams and Cllr Bickford-Smith have expressed their interest in attending and the clerk has booked two places at the event at Heartlands. It was also agreed that given Cllr. McDonald's new role for PAP that he too should attend. It was proposed by Cllr. Mc Donald, seconded by Cllr. Williams and carried unanimously that the clerk pay the £30.00 for the 3 Cllrs to attend, and be reimbursed in November's expenses.

14i) Councillor Contact Information to Derek Thomas Office – The clerk has received an email from Derek Thomas office requesting the contact details of the Parish Councillors in Sithney to include, name, postal address, contact number and email. Cllrs agreed that they were happy for the clerk to pass these details on, providing they were not used for political purposes. It was proposed by Cllr. Mc Donald, seconded by Cllr. Williams. All in Favour,

14j) Meetings at Trannack School – The clerk has spoken to Trannack school regarding the set up and / clear down for our Parish Council meetings and unfortunately they are unable to assist due to no caretaker. Sithney School has confirmed the caretaker will set up / clear down for us. Cllr. McDonald and Cllr. Mrs. Penrose kindly agreed to help set up and clear down for future meetings at Trannack. It was Proposed by Cllr. Mrs. Pascoe and seconded by Cllr. Perrin. All in Favour.

15. Co-Option of new Parish Councillors: - To receive New Councillors Declaration of Interests from Cllr. A. McDonald, Cllr. A. Williams and Cllr. Mrs. L. Penrose, the clerk received all.

16. School Governors Report – Cllr Mrs. Pascoe reported that the lottery funded garden at Trannack was nearly complete and looking nice. The school had also been in the news for their story telling and was doing very well under the new head.

Cllr Bickford-Smith reported that Sithney / Garris had a new chair of governors who had hit the ground running.

17. Clerk –Training Expenses and Hours – Moved to separate page due to confidential nature.

18. TIME AND DATE OF NEXT MEETING - Tuesday 3rd November 2015 at 7.30pm at Trannack School.

17. Clerk –Training Expenses and Hours - Exclusion of press and public under SO 7 “That in view of the confidential nature of the business about to be transacted, it is advisable that in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”.

The clerk advised that she is travelling to Truro to the CALC offices to attend 3 day training sessions on working with your council. The Training equates to an additional 19 hours and 138 miles. It was discussed and agreed that the clerk could claim for the extra hours and mileage at the November meeting. It was proposed by Cllr. Mrs. Pascoe and seconded by Cllr. Perrin. All in favour.