

**SITHNEY PARISH COUNCIL**  
Chairman: Peter Bickford-Smith

Clerk to the Council  
Mrs Jodie Ellis  
07855774357

Trannack Farm,  
St Erth, Hayle  
TR27 6ET

24/16

**MINUTES OF AN ORDINARY MEETING OF SITHNEY PARISH COUNCIL HELD AT TRANNACK SCHOOL ON TUESDAY 06<sup>TH</sup> SEPTEMBER 2016 at 7.30PM**

**Present: -**

**Cllr P. Bickford-Smith - Chairman**

**Cllr. Mrs. A. Pascoe - Vice-Chairman**

**Cllr. A. McDonald**

**Cllr. Ms. E. Williams**

**Cllr. Mrs. L. Penrose**

**Cllr. Mrs. J. Daybell**

**Cornwall Cllr. J. Keeling**

**Parish Clerk Mrs. Jodie Ellis and 3 members of the public.**

**1. APOLOGIES FOR ABSENCE** – Were received from Cllr. Ms. L. Hutchinson and Cllr. P. Martin.

**2. ACCEPTANCE OF MINUTES** –The Minutes of the Parish Council Meeting held on 02<sup>nd</sup> August 2016 were proposed by Cllr. Mrs. J. Daybell and seconded by Cllr. A. McDonald and unanimously agreed as a correct record and were signed by the Chairman.

**3. DECLARATIONS OF INTEREST FOR ITEMS ON THIS AGENDA** – Cllr. Mrs. L. Penrose declared a disclosable Financial interest in Item 10 Planning Jasmine Cottage. Cllr. P. Bickford-Smith declared a disclosable financial interest in Item 10 Planning Former Tennis Courts, Crowntown and a disclosable pecuniary interest in Item 10 Enforcement Prospidnick Cottage.

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

**5. MATTERS ARISING FROM PREVIOUS MINUTES –**

**Parked Car in Sithney** – The clerk has been advised by Devon and Cornwall Police that they have reported the car through the Cornwall Council Website, and as far as they are aware CC will place a sticker on the vehicle for seven days, and if nobody comes forward they will remove the vehicle. Cllr. P. Bickford-Smith confirmed the car has now been removed.

**Layby between the Grove and Breage** – The clerk has been advised by Ben Dickinson at Cormac that the chippings on this land are not a new thing and have been in place for many years, and is perhaps a method to deter campers.

**6. PUBLIC PARTICIPATION**

None.

**7. CHAIRMAN'S COMMENTS**

Cllr. P. Bickford-Smith advised that there is an autistic boy living in Prospidnick and he went missing one Saturday morning. The Police were informed and several vehicles tuned up. The boy was quickly found and returned home. He has run off again last week and was returned to his home quickly. Cllr. P. Bickford – Smith spoke to several police who clearly did not know the area having come from Penryn and other out of area Councils.

Cllr. Mrs. A. Pascoe raised the point that previously we used to have Local police officers that new their Parishes. Cllr. J. Keeling advised that this is no longer the case and rarely do we see police officers within the parish. Cllr. Keeling advised he will raise it with the area HQ at Penryn to advise it may be beneficial for emergency services to contact the chairman or clerk for local parish knowledge.

Cllr. A. McDonald suggested the possibility of 'you are here' individual maps being displayed on each notice Board.

Cllr. P. Bickford-Smith advised that under Under STO 44 (b) all councilors should undertake within 6 months of being appointed, Code of Conduct Training. It was agreed that the clerk would contact CALC for training dates, and the standing orders should be amended to read 'all Councillors should undertake the code of conduct training as soon as it is available after appointment'.

Cllr. P. Bickford-Smith advised various repair marks in yellow have appeared around the back entrance to Trevarno so we could see some re-surfacing in the area shortly. The lengthmen appear to have been hard at work clearing out ditches and channels throughout the parish.

Cllr. P. Bickford-Smith updated the meeting that Cllr. Mrs. A. Pascoe is going to be away for part of October and November, and therefore, there may be a problem with cheque signing. It was suggested that a standing order is set up for the Clerk to be paid each month. This was proposed by Cllr. Mrs. L. Penrose, seconded by Cllr. Ms. E. Williams, all in favor that two signatories would sign a letter to Barclays to activate this.

**8. COUNCILLORS' QUESTIONS AND COMMENTS –**

Cllr. Mrs. J. Daybell has received a telephone call from the new owner at Pednavounder Barns to advise her wrought iron gates have been stolen, and she was having trouble getting through to the police to report it. It was agreed that the clerk would contact the parishioner to advise of the email address the clerk has for Devon and Cornwall police.

**9. CORNWALL COUNCILLOR'S COMMENTS** –Cllr. Keeling reported that August is traditionally the month when most of the Cornwall Councillors take the opportunity to have a break from council work. Nevertheless, there are always issues and matters to take care of and he has been involved in discussions with the Chief Executive Officer and Leader of the Council on a number of issues ranging from the increase in capacity of the senior management team, a cost neutral evolution, which should enhance the relationship Cornwall Council as with its partners delivering services to the public. BREXIT is never far from the agenda and the question remains on how we can pull communities together as we head towards exiting the EU and of course both the advantages and disadvantages of this in due course. One issue is of course the EU funding that Cornwall receives to promote economic growth, a vital part of our future local government funding with the major reduction in direct government funding towards the end of the decade and a reliance on the retention of 100% business

rates. Cllr. Keeling voiced his concerns, at the Bournemouth Conference in July, about how important the continuance of the present EU funding is to Cornwall to the then Minister for Local Communities and Government, Greg Clarke, but he will try to voice the same message to the new Minister at the County Council Network meeting in November. Cornwall Council has been conducting public consultation events called "Who Decides" in the wake of the present electoral review; that is the number of councillors Cornwall Council will have in 2021. This really is about electoral equality (each councillor should represent the same amount of people) but will of course effects the governance arrangements of the council in due course. However, Cllr. Keeling finds it really odd that the leader of the council wishes to debate with local residents the governance models (how we run the council and decision making processes) and what would be most effective for Cornwall Council and the public sector. Cllr. Keeling stated call me old fashioned but we have been voted into power to run the council and we should get on with that rather than ask the public how they think we should do it. The public want to see improvements in public services and good outcomes for communities and we need to focus on that at all times. Cllr Keeling visited the LINKS to look at the alleged breach of planning and found that the owner had been clearing the site and put down hard-core but had not carried out any works to construct a dwelling. Footpath and Bridleway signage and other issues were raised throughout the division: bridleway 28 in Sithney parish and footpath 20 in Breage parish and Cllr. Keeling asked Countryside access to look into these matters. Cllr. Keeling has made good use of his Community Chest Fund and unfortunately it is now all been spent; though he could have done with twice the amount.

## 10. PLANNING: -

### Applications

PA16/06765 - Land Adj to Glanneth Farm, Prospidnick, Helston, - Change of use of a redundant former agricultural outbuilding to a one-bed private domestic dwelling house, including a new rear extension. Discussions took place and it was agreed that the extension appears to be too big, and disproportionate to the existing barn.

It was Proposed by Cllr. Mrs. A. Pascoe, seconded by Cllr. A. McDonald, 5 in favour, that SPC would object to this application.

PA16/06766 - Land Adj to Glanneth Farm, Prospidnick, Helston, - Change of use of a redundant former agricultural outbuilding to a one-bed holiday-let, including a new rear extension. Discussions took place and it was agreed that the extension appears to be too big, and disproportionate to the existing barn.

It was Proposed by Cllr. Mrs. A. Pascoe, seconded by Cllr. A. McDonald, 5 in favour, that SPC would object to this application.

*8.00pm Cllr. Mrs. L. Penrose left the meeting.*

PA16/07361 - Jasmine Cottage, Access from Tuckingmill to Jasmin Cottage, Lowertown, TR13 0DA - Proposed first floor extension. Discussions took place and Cllrs agreed that although the plans were small, the extension would be right up against the neighbouring property and therefore affect the amount of light the property next door would receive. On the basis of Neighbourliness, it was Proposed by Cllr. Mrs. A. Pascoe, seconded by Cllr. A. McDonald, 4 in favour that SPC would object to this application.

*8.05pm Cllr. Mrs. L. Penrose returned to the meeting.*

PA16/07661 - Wostiwedh Barn, Poldown, Breage, TR13 9NN - Conversion and extension of barn to form a dwelling (amended design). Discussions took place and Cllrs agreed that the extension appeared to be double the footprint of the existing barn and disproportionate to the current barn. It was Proposed by Cllr. A. McDonald, seconded by Cllr. Mrs. A. Pascoe, 4, in favour, 1 abstained that SPC would object to this application.

### Pre App

PA16/02163 - Lower Trannack Mill Quarry, Coverack Bridges, Helston - Pre application advice for 2 no proposed affordable dwellings and 1 open market dwelling.

PA16/02355 - Brook Bungalow, Coverack Bridges, Helston, Cornwall, TR13 0LY - Pre application advice for New Dwelling.

### Approved

PA16/04393 - Prospidnick Place, Prospidnick Hill, Prospidnick, Sithney, Helston - Alterations to form new kitchen and amenity space and a detached double garage and access.

PA16/03553 - Pear Tree Game Farm, Helston - Continued use of land in association with game bird rearing business, erection of a replacement stable building and alterations to an existing agricultural building.

PA16/03725 - Former Tennis Courts, Crowntown, Helston, - Outline planning permission with some matters reserved: Formation of detached dwelling.

### Enforcement:

Prospidnick Cottage, Crowntown, Helston - The clerk has received notification from CC that they have carried out their investigations and although the breach would normally require planning permission, there is no aspect of Planning law which enables Planning Departments to require any landowners to submit retrospective applications for development. CC have advised the contravener in this case that permission ought to be applied for, but they can do no more than this.

## 11. PUBLIC RIGHTS OF WAY

Hedge Trimming - The clerk has reported back to Cormac that the issue was the standard of cutting, which was not as good as in previous years.

Footpath 230/8/1 - Tregoose to Tregadjack - Modification Order - No update has been received from CC.

Footpath 230/3 - Sithney to Pednavounder - Missing section on definitive map - Cllr. P. Bickford-Smith is continuing his investigations as to the correct ownership of the piece of land.

Footpath 230/3/1 - Sithney to Wheal Fortune - Stiles - Cllr. P. Bickford-Smith reported that he is still trying to make contact with the land agent.

Footpath 230/9/2 – Trimming Update - Cllr. P. Bickford-Smith reported that he has on several occasions requested the land agent to carry this out. It was agreed the clerk would write formally to Trevor Glasper.

**Bridleway – 230/30/1 – Coverack Bridges to Trannack Mill - Closure Update** – Hamish Gordon has advised the clerk: ‘I met with the landowner last week and a lot of progress has been made with the retaining wall. I believe that the new path will be enhanced by both increasing the width and the drainage from what has historically been very narrow and water logged. The landowner is in the final stages of construction now and he feels that his works should be concluded in the next couple of months. I will therefore have to place another closure notice, which even though will read 6 months, can be lifted as soon as the path is suitable to re-open. I also this morning met with Cormac’s engineering design team who looked at the other end of this bridleway at Tuckingmill. There is a large water pipe that takes run-off from the road and railway line down to the lower leat system and this has fractured resulting in over-spilling onto the path and consequently a lot of surface erosion. I am looking to secure capital funding to repair the pipe and also re-dress the surface’.

Cllr. Mrs. A. Pascoe advised that the standard of cutting is not up to standard as the earlier areas that were highlighted to the contractor where the gorse and blackthorn were have been trimmed but have left stumps protruding out at stirrup level to horse riders. It also needs to be cut higher to comply with bridleway standards, and further along the path needs cutting past the hardcore area. It was agreed the clerk would write to the contractor to request this.

**Footpath 230/28/1 – Boscadjack to Trenear – Condition** – Hamish Gordon has advised the clerk ‘If it’s the first stretch at Boscadjack end then the track is a bit rough but at my last visit there, it was commensurate for horses and pedestrians but not particularly good for vehicles – but CC don’t have a maintenance liability to maintain for vehicles. Where it leaves the SWW pumping station then it’s a natural surface and from memory in fairly good condition. Any further information would be welcome’. Cllr. Ms. E. Williams advised that the ditch has become so overgrown that walkers and horse riders could fall into it as it. The clerk will contact the contractor to trim. On the right hand side of the path there is a fence that is leaning inwards onto the path which could easily become entangled with horse riders. It was agreed the clerk would write to the landowner to request the fence is corrected to allow safe use of the path.

## 12. REPORT OF THE CLERK & CORRESPONDENCE

Rural Services Network weekly bulletin 01/08, 08/08, 16/08 and 23/08/16.

Rural Services Network – Rural Conference 2016 & Rural Opportunities Bulletin

RSN – Rural Spotlight on the Heart of the village.

Rural Vulnerability Service – Fuel poverty – August 2016

PCDT – E Bulletin July 2016

Communities & Devolution – Electoral Review & Newsletter July 2016

CCPFA – Newsletter

CC – Licensing Act 2003 – Review

**Annual Return Grant Thornton** – The clerk has received back the Annual return from Grant Thornton along with the Notice of Conclusion of Audit which has now been displayed on the Parish Website and Notice Boards.

The External Audit raised four points:

- 1.) Box I on Section 2, the trust funds disclosure note was not ticked, the clerk had advised Grant Thornton of this and the answer.
- 2.) Accounting for Fixed Assets – The return submitted included SPC’s fixed assets at Insurance value (as had always been done previously by SPC). Grant Thornton have advised Fixed Assets need to be recorded at purchase cost in future.
- 3.) Section2, Accounting statements, Bank Transfer – The transfer of £1000 between the Business Saver and the current Account during the year, should not have been included under receipts and therefore the 2016/2017 return will need to be adjusted by £1000 to reflect this.
- 4.) Order of signing the Annual governance statement (Section 1) and the Accounting statements (Section2) need to be different minute numbers in future i.e 14a and 14b rather than item 14.

Cllr. P. Bickford-Smith believed the auditors were nit picking on these issues and that it was not a bad reflection of the clerk’s work.

**13a) To consider the following accounts for payment:** It was proposed by Cllr. Mrs. J. Daybell, seconded by Cllr. A. McDonald, all in favour that the following payments, bar R Sanders be made:

	£
Mrs Jodie Ellis – Clerk (Salary, Expenses)	510.35
Cornwall Council (LGPS) – Clerk	88.42
CASH – Reimbursement of Petty Cash	51.12
R Sanders (LMP 2 <sup>nd</sup> Invoice)	1649.49
SLCC – Purchase of Local Council Administration Book	<u>76.60</u>
	<b><u>2,375.98</u></b>

It was proposed by Cllr. Mrs. A. Pascoe, seconded by Cllr. Ms. E. Williams, all in favour that the payment to R Sanders is withheld until October’s meeting whilst the above works are corrected.

## 13b) Financial Reports by Clerk –

### b.) Financial report.

The Clerk reported that she had invoices to pay totaling £2,375.98 as reported in item 13a.

The balance at the end of August on the Current Account is £4,458.76 and on the Business Saver is £32,573.53. These are considered adequate to undertake the work of the Parish Council. It was proposed by Cllr. A. McDonald, and seconded by Cllr. Mrs. J. Daybell that the report be accepted. All in favour.

### Approval of Monthly Report.

The accounts to the end of August had been circulated but they do not include the payments drawn on the 06<sup>th</sup> September 2016.

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It was proposed Cllr. Mrs. J. Daybell, and seconded by Cllr. A. McDonald 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 area by the new Notice Board at Trannack and Lowertown have been trimmed.

**14. Transport Scheme Update** – The clerk circulated the results of the completed questionnaires that have been returned, of which:

111 Returned Questionnaires

24 Would use the scheme

64 Would not use the scheme

23 Volunteer Drivers

Cllr. P. Bickford-Smith advised this was a great return of over 23% and thanked all Cllrs and non-Cllrs for their help in delivering the questionnaires. It was agreed the Parish would run a pilot scheme and Cllrs. Mrs. A. Pascoe, Mrs. L. Penrose and Mrs. J. Daybell would meet next week to identify the next steps. Cllr. A. McDonald suggested a parish meeting for parishioners who expressed an interest in the scheme to come along and hear more about it. It was agreed that both parishioners who had volunteered to become drivers and those who wished to use the scheme should be kept up to date that the pilot scheme is going ahead.

**15. Co-Option** – Vacancy Notices are displayed with a closing date of the 1<sup>st</sup> October 2016.

**16. Website** – The clerk reported that she had cancelled the old Website with Spangle fish. The clerk also advised she is still waiting for Cllr Profiles.

**17. School Governors Report** – Cllr. P. Bickford-Smith advised Sithney's new head was in post and the extension is in progress. The new office is complete and Cllr. P. Bickford-Smith is meeting with the new head on Monday.

**18. TIME AND DATE OF NEXT MEETING** – Tuesday 4<sup>th</sup> October 2016 at 7.30pm at Sithney School.