

SITHNEY PARISH COUNCIL

Chairman: Councillor Mr Philip Martin

Clerk to the Council
Mrs. Jodie Ellis
07855774357

Trannack Farm
St Erth
Hayle TR27 6ET

4/19

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD AT TRANNACK SCHOOL ON TUESDAY 07th MAY 2019 AFTER THE ANNUAL PARISH COUNCIL MEETING.

Present: -

Cllr. P. Martin (Chairman)
Cllr. A. McDonald
Cllr. M. Tresidder
Cllr S Hilditch

Cllr. Mrs. L. Penrose
Cllr. B. Rogers
Cllr N Logan

Parish Clerk Mrs. Jodie Ellis and 5 members of the public

1. **ELECTION OF CHAIRMAN FOR PARISH YEAR 2019/2020** It was proposed by Cllr. Rogers seconded by Cllr. Penrose and RESOLVED that Cllr. P. Martin is elected as Chairman.
2. **TO RECEIVE THE CHAIRMAN'S ACCEPTANCE OF OFFICE** - The Chairman signed his Declaration of Acceptance of Office.
3. **TO RECEIVE CONFIRMATION FORMS OF FINANCIAL AND OTHER INTERESTS FROM COUNCILLORS AND ACCEPTANCE OF OFFICE FOR THE NEW TERM.**
All Councillors confirmed no changes to their interests.
4. **ELECTION OF VICE-CHAIRMAN FOR PARISH YEAR 2019/2020** - It was proposed by Cllr. McDonald seconded by Cllr. Penrose and RESOLVED that Cllr Tresidder is elected as Vice-Chairman.
5. **APOLOGIES FOR ABSENCE** were received from
6. **DECLARATIONS OF INTERESTS FOR ITEMS ON THIS AGENDA** – Cllr Penrose Lowertown Leats and Planning.
7. **TO CONSIDER APPOINTMENT OF COUNCILLORS WITH SPECIAL RESPONSIBILITIES FOR;**

Public Rights of Way	Cllr. Mrs. Penrose and Cllr. Mc Donald
Regeneration	Cllr Ashmore
Audit / Finance Committee	Cllr. Mc Donald & Cllr. N. Logan
Planning Advisory Panel	Cllr. Mc Donald & Cllr. Mr. L. Penrose
Communications & CALC	Cllr. Mrs. Penrose
Liaison with Cornwall Council	Cllr. Martin
Waste and Re-Cycling	Cllr's Martin and vacant
Transport & Highways	Clerk
Police and Victim Support	Cllr B Rogers
Sithney School	Cllr Logan (still to be confirmed by school)
Trannack School	Cllr B Rogers
Environment	Cllr B Rogers
Affordable Housing	Cllr B Rogers
Staffing Committee	Chairman & Cllr Penrose
Assets	Cllr's Logan & Hilditch
Plover's Field Open Space	Cllr Logan
Tree Warden	Cllr B Rogers
8. **APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODY: - Community Network Panel** – It was agreed all Councillors would take a turn in attending CNP meetings when possible.
9. **TO CONFIRM APPROVED STANDING ORDERS** - It was proposed that the standing orders circulated in April 2019 be amended under point 29c to read 'if a member of the full council makes a planning application there would be no panel meeting during that month and the full council would discuss all planning applications at its next full meeting in order to preserve the integrity of the applicant, panel and full council', with this amendment it was RESOLVED to adopt these standing orders.
10. **TO CONFIRM FINANCIAL REGULATIONS** - It was proposed and RESOLVED that these be adopted.
11. **TO CONFIRM 3 SIGNATORIES FOR SITHNEY PARISH COUNCIL ACCOUNTS AT BARCLAYS BANK**
Cllrs are happy to continue as signatories.
12. **TO REVIEW MEETING DATES FOR THE FORTHCOMING YEAR** – It was proposed and RESOLVED that the meeting dates for 2019 are 04/06, 02/07, 06/08, 03/09, 01/10, 05/11, 03/12, 07/01/20, 04/02, 03/03, 07/04 & 05/05, but would be reviewed at a later date if needed.
13. **REVIEW INVENTORY OF LAND AND ASSETS** – It was proposed and RESOLVED that the inventory was correct, and the Chairman signed the register.
14. **REVIEW AND CONFIRM INSURANCE COVER IS ADEQUATE** – Clerk has circulated this year's policy, the Insurance Premium is £377.41 for the year. It was proposed and RESOLVED that the council accepts this policy.
15. **REVIEW COUNCIL'S/EMPLOYEES MEMBERSHIP OF BODIES** – It was proposed and RESOLVED to remain members to NALC and CALC.

- 16. CONFIRM CURRENT COMPLAINTS PROCEDURE** – It was RESOLVED that the policy was still valid and was signed by the Chairman.
- 17. CONFIRM PROCEDURE FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT AND DATA PROTECTION ACT 1998** - It was RESOLVED that the policy was still valid and was signed by the Chairman.
- 18. CONFIRM POLICY FOR DEALING WITH PRESS/MEDIA** – It was RESOLVED that the policy was still valid and was signed by the Chairman.
- 19. CONFIRM COUNCIL POLICIES AND PROCEDURES INCLUDING S 137** It was RESOLVED that the policy was still valid and was signed by the Chairman.
- 20. ACCEPTANCE OF MINUTES** – The Minutes of the Ordinary Meeting held at Sithney School on 02nd April 2019 were proposed and RESOLVED and were signed by the Chairman.
- 21. MATTERS ARISING FROM THE LAST MINUTES** held on 02nd April 2019
 Plover’s Field – It was agreed clerk would write to Mr Pascoe to get a formal quote for moving the bench. Clerk would also ask Mr Sanders to trim Plover’s Field and look at the rabbit hole situation. Once the area has been cut Cllrs would look at the condition of the area and the drain chambers that may need rebanking. Also, the possibility of a wild area in the corner and possible tree planting.
- 22. PUBLIC PARTICIPATION** – Representatives from the Sithney Green Brownies (7-10-year olds) and Rangers (14-18) came to support their application for a donation from the Parish council. It was explained how the girl guiding programme has recently changed meaning new badges and handbooks need to be purchased. The ranger’s tents could do with renewing. There are currently 20 Brownies and 12 Rangers in the groups who enjoy many activities from days out, organising fund raising events and camping. Cllrs thanked them for attending and would look to approve a donation at June’s meeting.
- 23. CHAIRMAN’S COMMENTS** – None.
- 24. COUNCILLORS’ QUESTIONS AND COMMENTS** 24 hours notice in accordance with Standing Orders Advisable.
 Cllr B Rogers – Climate Emergency – Cllr Rogers circulated a document to Cllrs and highlighted an Australian article where government are thinking globally and acting locally in declaring a climate emergency. Cllrs agreed that the council should be part of the climate emergency declaration and think about ways in which the council could be carbon neutral. It was agreed Cllrs would think of ideas and bring back to the next meeting. Cllr Rogers to draft a statement on behalf of the council.
 It was advised that Helston Town council and Wendron Council have been involved in meetings with Highways over the Leats. Clerk to look into.
- 25. COUNCILLOR’S COMMENTS** – Cllr. J. Keeling gave the following report: A rather disjointed month with the main issue being the Chicken farm at Pengwedna, which culminated in a 3 day hearing at Nancegollan village hall and attended by myself, parish council representatives and the Nancegollan Action Group. For the appellant there was a range of agents and experts giving evidence. There was a very good showing of those against the proposed development and many views and discussions heard. It now remains to be seen what the outcome will be in terms of whether the appeal will be upheld or dismissed. I attended a meeting of the Chief Officers Employment Committee, of which I am a member due to my experience in the area of selecting senior officers and in particular strategic director recruitment. Speeding traffic dominates the scene through the division and Cornwall as a whole and I am concerned that with the onset of the holiday season matters will become even worse. There is a Road Safety briefing at county hall on the 14th of May and I will attend and emphasis strongly the lack of speeding enforcement in our area. Mike Peters and I will be conducting a site visit in the Sithney area in due course to discuss speeding issues on the B3302. Further to this and including the rest of the division there will be a meeting of the Community Network Cornwall Councillors to discuss and decide the Community Speed Watch initiative and speed sign options’. Cllr Logan advised he would speak to Cllr Keeling about hopefully looking at other road issues within the parish when Mr Peters visits.
- 26. PLANNING - To consider recommendations to planning applications received including: -**
Cllr Mrs Penrose left the meeting.
Applications:
 PA19/02783 - Trannack House Bal Road Lowertown TR13 0DA - Part demolish party wall between kitchen and dining room to make kitchen diner. Removal of wall exterior wall coverings. Replace windows.
 Cllrs reviewed the application and it was felt that the design and access statement is quite conclusive. The applicant has seemed to source reliable and reputable information. No comments have been submitted online. It was proposed and RESOLVED that the council supports the application.
Cllr Mrs Penrose returned.
Approved:
 PA19/02627 – 2 Chynhale Cottages, Chynhale – Application for non-material amendment for the application (PA18/09617) to change of the external wall finish from stone to smooth painted render.
- 27. PUBLIC RIGHTS OF WAY**
Lowertown Leats – Mr Deverill has advised: ‘Regarding the breach in the leat that has been affecting a landowner we have asked Cormac to go out and assess a design for the works. Once this comes back to us, we can look at the costs and progress this as appropriate’.
Footpath 8 – Sithney Bridge Repairs -Originally 23rd March 2018 to 14th April 2019 (24 hours), now extended until 15th October 2019.
Bridleway 28. from Boscadjack Green to Trenear – It has been reported that Cormac have blocked the entrance to a field, adjacent to the waterboard gate, with piles of mud, and have also damaged the gatepost. Clerk advised Highways have confirmed it was not them and advised owner to contact SWW.

Bridleway 230/30/1 – Coverack Bridges to Lowertown – Mr Deverill has advised: ‘I understand that CC are now in the process of signing off the Engineering brief to rebuild the track and pipework. When I know a start date I’ll of course be in touch. My colleague Colin Bayes did attend about a week or so ago and replaced all the fencing around the manhole cover in the track and also placed a cone so presently the hazard has been made safe. I’ll take a look at the gate and also some small flooding issues we’re aware of at the other end when next in the area’. Cllrs advised it is not safe, clerk to source some photos and report back to highways.

28. REPORT OF THE CLERK AND CORRESPONDENCE

Speeding Issues - C class road from B3297 at Coverack Bridges to B3303 at Crowtown via Trannack School and Prospidnick – Clerk will ask Cllr Keeling to look into with Mr Peters from highways.

CC – Community Governance Review – CC are inviting local councils, parish meetings, local residents and other interested persons, groups or organisations, to provide a submission by no later than July 17, 2019 for any particular changes they want to make to the current governance arrangements.

Housing supplementary planning document – circulated by email.

European Parliamentary Election notification.

29. FINANCE

a) To consider and authorise the following accounts for cheque payment, it was proposed by Cllr. Rogers seconded by Cllr Martin and RESOLVED that the following payments be authorised.:

Cornwall Pension Fund (LGPS) – Clerk April (Includes annual £200 lump sum)	£ 302.81
CALC/NALC Subscription	337.39
Zurich Municipal	377.41
CASH (reimburse petty cash, stationery and postage)	17.51
	<u>1035.12</u>

b) Financial Reports by Clerk – The Clerk reported that she had invoices to pay totalling £1035.12 as reported in item 29a. The balance at the end of April on the Current Account is £15,541.10 and on the Business Saver is £32,668.69. The Monthly report has been circulated to all Cllrs. It was proposed by Cllr. Martin seconded by Cllr. McDonald and RESOLVED that the report be accepted.

c) External Audit Report – Clerk has circulated Mr Gallie’s report, it was proposed by Cllr. Martin seconded by Cllr Rogers and RESOLVED to accept and authorise the report.

30. Annual Governance Statement – To approve and authorise Section 1 of the 2018/2019 return - Clerk has completed the annual return and it has been signed off by the external Auditor. It was proposed by Cllr Tresidder seconded by Cllr and RESOLVED to accept and authorise section 1 of the annual governance statement.

31. Annual Return – To approve and authorise Section 2 of the Accounting Statements 2018/2019 return - Clerk has completed the annual return and it has been signed off by the External Auditor. It was proposed by Cllr. Rogers, seconded by Cllr. and RESOLVED to accept and authorise section 2 of the annual return.

Clerk would send the full accounts to PKF Littlejohn for inspection.

32. TIME AND DATE OF NEXT MEETING – Tuesday 4th June 2019 at Sithney School.