

## **STOKE CLIMSLAND PARISH COUNCIL**

**Minutes of meeting of the Council  
held on Monday 17<sup>th</sup> January 2005 at 7.30pm in the Parish Hall**

---

**PRESENT:**            **Michael Cox - Chairman**  
                         **Councillor B Cox**  
                         **Councillor J Edwards**  
                         **Councillor C Vulliamy**  
                         **Councillor P Barriball**  
                         **Councillor E Empett**  
                         **Councillor B Bennett**

**IN ATTENDANCE:** **Vicky Tattersall Clerk**  
                         **Mr B Denley – St John Ambulance**  
                         **1 member of the public**

**SC**

**5/1/1 Apologies for absence**

Apologies for absence were received from Councillor Memmott and Councillor Penney, WPC Michelle Turvey.

Mr B Denley – St John Ambulance representative was in attendance in order to receive a cheque for £405 (money raised at the Parish Supper). The Chairman formally presented the cheque to Mr Denley, with photos being taken by Cllr Caroline Vulliamy. Mr Denley thanked all those involved for their tremendous efforts and advised that the money would be used to purchase two hand held digital radios for use at events.

Mr Denley left the meeting.

**SC**

**5/1/2 Public Session**

Mrs Sandy Palmer was present and expressed concern over the proposed dual use of some of the footpaths to incorporate bridleways. The footpaths in question have deteriorated to such an extent that it is now virtually impossible for walkers to use them. The councillors advised Mrs Palmer that they are also concerned about this issue and are in contact with CCC. The Clerk read out a letter from CCC which states that:

- objections have been received to the confirmation of the order, and it is likely that the Secretary of State will call for the holding of a public inquiry, at which all interested parties will be able to make representations.
- the letter also requested confirmation that the previous letter sent by the parish council is intended to be a formal objection to the order. It was agreed the Clerk would write and confirm that this is the case.

The issue was discussed at some length. It was also noted that CCC has not given a satisfactory answer to the council's queries over liability for maintenance or liability if and when an accident occurs. It was agreed to add this to the agenda for the February meeting.

Mrs Palmer left the meeting.

**SC**

**5/1/3 Minutes of the previous meetings held on 20 December 2004**

Subject to the following amendments being minuted the minutes were signed by the Chairman:-

1. Barbara Bennet was present at the meeting held on 20 December 2004
2. Planning (B) should read proposed approval Cllr B Cox not Cllr M Cox
3. Planning (F) should read There is much local opposition to this proposal from local residents and councillors alike and Councillors unanimously agreed to recommend refusal for this application because:
4. The clerk was asked to ensure more detailed comments were included in the minutes which more accurately matched the comments returned to NCDC in the future.
5. Finance – Payments should read – Donation to support grant at Old School Community Centre. The cheque was passed to Cllr B Cox who was going to pass it onto them, rather than posting it.
6. Date & time of next meeting – should read Parish Hall not Village Hall
7. Item 5B Cllr Barriball reported this matter and not Cllr Vulliamy

**SC**

**5/1/4 Matters Arising**

- (1) **Return of Scanner** – still outstanding. It was agreed to put this on the agenda for the February meeting.
- (2) **Wall at Penpill** – the Clerk read the letter received from CCC which states that the boundary is the responsibility of the adjacent landowner and that CCC will contact them to advise of the situation.
- (3) **Blocked Drain** – problem has now been rectified.
- (4) **Duchy College Access Gate** – the Chairman reported that he has been in contact with the College to advise that the Parish Council has no objections to a gate being erected. The college has advised that they need written confirmation of this in order to go ahead with the work. It was therefore agreed that the Clerk would write to Mr J Phillips the Estate Workshop Manager. Following some discussion it was agreed that this permission is only being given providing that the following conditions are met:-

- 1) The college undertakes consultation with CCC Footpaths Officer to ensure all the relevant permissions are granted before the work commences.
- 2) The gate is of wooden construction and not metal.

- (5) **NCDC Report on Planning Issues** – this is in reference 1 Holmbush, Kelly Bray which lies within the boundaries of both NCDC and Caradon DC. NCDC have advised that they are the determining planning authority for this property because the existing dwelling lies within their district boundary. However, Caradon DC are a consultee in the process and have commented on the proposed scheme.

They also advised, following a request from the Parish Council, that more detailed and relevant information is sent with planning applications. The admin section have been asked to ensure that this request is put in place.

- (6) **Report from Devon & Cornwall Constabulary – Bogus Callers** – the Clerk reported that she received a telephone call from WPC Turvey in early January advising that a household in the parish had been the victim of bogus callers. The bogus callers had gained entry to the property and stolen quite a large sum of money. This had obviously left the elderly residents in a state of considerable shock and WPC Turvey requested that the Clerk write on behalf of the Parish Council to express their condolences. The Clerk advised that she had done this. NCDC have also been involved and carried out in improvements to the security at the property. The Clerk further advised that she had put an article in the Parish News warning people that bogus callers are operating in the area.

SC

**5/1/5 Items for decision & report**

- (a) **Minute Items and Numbering** – it was agreed to accept the Clerks recommendations contained in the report:-  
Matters arising, Declarations of Interest are added as agenda items from now on. Items requiring a report will be circulated with minutes before a meeting. The Clerk will provide a detailed breakdown of all expenses she is claiming.

It was further agreed that a signed copy of the minutes would be placed on notice boards around the Parish.

**Clerks Expenses:-** it was noted that the Clerk has claimed mileage to and from her home for the recent posting of Agenda notices on boards around the parish. The clerk was unaware that she was not supposed to do this. Cllr B Cox advised that mileage should only be claimed from the parish boundary. After much discussion it was agreed to pay the clerks expenses for this time but in future mileage would only be paid from the parish boundary. It was further agreed that the clerk would send Agenda notices (clerk to phone first) to Cllrs, Empett, Vulliamy, Edwards and Edmonds who would post them on boards. Cllr B Cox agreed that she could be used as a reserve if no one else was available to put up the Agendas.

It was also requested that the Clerk add her telephone no to the Agenda.

- (b) **Internal Audit Provision** – it was proposed by Cllr B Cox and seconded by Cllr J Edwards and unanimously agreed to accept the Clerks proposal to

employ the services of Mr Ken Abraham to carry out the function of internal auditor, it was agreed that the Clerk would liaise with Mr Abraham over the carrying out of the internal audit. It was also agreed that the Clerk would contact Mr Gibbs who has previously carried out the function of internal auditor to thank him for his hard work in the past. It was noted that as a body in receipt of public money the Parish Council is accountable and must show that its practices are efficient and effective.

- (c) **Tenders for Grass Cutting & Footpath Maintenance** –it was agreed that the Clerk would look up who tenders had been sent to in the past and contact these companies to find out if they are interested in re-tendering for this work. She would also place the advert in the Parish News and on notice boards around the parish. It was noted that Mr Ashmore has previously carried out the cleaning of the war memorial and it was agreed to ask him if he would be interested in continuing to do this work as well as the grass cutting at Dingle Close during 2005.

It was further agreed to leave the amount of cuts etc as per previous years.

It was noted that (6) should be amended to read ... *Japanese Knotwood must not be removed but instead please contact the Parish Council to advise where it is growing.*

- (d) **Inland Revenue – Clerks PAYE contributions** – the Clerk reported that all her tax allowance has been allocated to her main employment with Cornwall Rural Housing Association (CRHA) this means that any PAYE contributions due from her salary paid by the parish council would be deducted directly from her main salary paid by CRHA.
- (e) **The Local Maintenance Project (LMP)** – the Clerk reported that she has received a telephone call from the LMP asking why the Parish Council had not made a claim for grant towards the maintenance of the footpaths for this year. The councillors advised that they were not aware that this had been done. They authorised the Clerk to go ahead and apply for the grant as per previous years.

The letter from the LMP advised that footpaths 8, 12, 14, 15, 16, 18, 23 were in need of maintenance work. It was agreed the Clerk would make further enquiries on this matter with LMP.

- (f) **NCDC Count of Gypsy/Traveller Caravans** – none in the area.

- (g) **ROSPA Play Equipment Inspection** – the Clerk reported that ROSPA inspections are due to be carried out during April 2005.

The Clerk advised that a training session organised by ROSPA is being held on 22 March 2005 at 7pm. The cost to the parish council is £10 per delegate. It was agreed that the Clerk could attend this training session. The Clerk advised that it may be possible to split the cost of the training with St Dominic PC.

- (h) **Street Lighting** – Cllr Edwards reported that she has received reports from some of the residents at Trevendon Estate that more street lighting is required. It was noted that it is unlikely that County Highways would supply additional street lighting in the very near future. As these properties are owned by NCDC the Clerk advised that the Housing Department at NCDC should be contacted to advise of this problem, NCDC may be able to supply additional external lighting to the properties for the less mobile residents.
- (i) **Litter dropping** – it has been noted that there is an increase in the volume of litter being dropped in and around the Duchy College. It was therefore agreed that the Clerk would write to the Vice Principal – Andrew Counsel to advise of this problem.
- (j) **Kit Hill Advisory Group Meetings** – this has been rescheduled for Monday 24 January, Room 9 at 7pm at the Duchy College.
- (k) **Bank Signatory Forms** – the Clerk reported on the difficulty that she has been experiencing difficulty with obtaining signatures to allow her to be recognised as the new Clerk. The banks have suggested to her that it may be a good idea to change the signatories on the accounts to members of the Parish Council rather than members of the community. It will save everyone a lot of time and aggravation in the future – hopefully!!
- (l) **Code of Conduct Training** – Michael Cox reported on his attendance at this training session. It was noted that very few parish council representatives were in attendance. The Clerk was asked to write to NCDC with the following comments:-
  - the venue is suitable as it is central and accessible to all
  - it might be a good idea to not have this type of meeting held on a Friday evening
- (m) **Cormac Workforce in the Parish** – it has been noted on more than one occasion that the standard of workmanship carried out by this workforce is not very good. It was therefore agreed that the Clerk would write to County Highways to advise them of this fact.

**2004/02873 Mill Leat, Lockett. Mr Cooper – Installation of 2 pairs of double doors to replace 2 existing windows and extension of existing garage with new green roof cover.**

The parish council did not feel that they could come to a decision about this application due to the lack of information sent. There were no proposals plans included only all “as existing”. The plans were totally inadequate and did not even include any measurements. They therefore decided that no decision could be reached because they did not know what they were being asked to consider. Councillors also commented on the fact that the Deerpark including the ditch and lane adjacent to the property is due to become a scheduled monument and this will undoubtedly have a bearing on this planning application.

**2004/02834 Higher Kingston Farmhouse, Mr Hope – Erection of single storey extension with bathroom and porch**

It was proposed by Cllr Edwards and seconded by Cllr Empett and agreed by all other Councillors to recommend this application for approval.

**2005/00035 – Site adjacent to Grove Villa, Higher Downgate. Miss Hamer – Erection of detached dwelling and garage**

It was proposed by Cllr Barriball and seconded by Cllr Bennett and supported by Cllr M Cox and Cllr C Edmunds to recommend approval for this application.

Cllr Edwards abstained from voting

Cllr Empett, B Cox and Vulliamy voted against recommending approval.

The application was recommended for approval.

Complaints have also been received about parking at this site.

**2005/00052 - Old Tree Barn, Kingston Mr Grey – Conversion of barn to residential unit**

It was proposed by Cllr Barriball and seconded by Cllr Empett to recommend approval for this application but with the following being noted:- (bearing in mind that this is possibly one of the oldest dwellings in the village)

- all the original features, including the medieval window in the east wall are retained.
- all the external stonework is retained.

It was also noted that it may be appropriate for the Conservation Officer to be consulted prior to a decision being made to ascertain whether this property should be listed.

**Field opposite Norton Barton** – Cllr Bennett reported that 2 residential caravans are being kept on this site and she was under the impression that an enforcement order

Agenda Item No 4

preventing this is in place. It was further noted that the Pole Barn – which has previously been required to be removed is still in situ. It was agreed the Clerk would write to NCDC to advise them of this.

**Land at Taylor Shop** – Cllr Barriball reported that this particular piece of land was being used to store derelict cars. It was agreed the Clerk would write to NCDC to advise them of this.

SC

**5/1/7 Correspondence & Consultations**

Available at the meeting for inspection.

SC

**5/1/8 Finance**

**Monthly Cash Flow** – this was signed as agreeing with the statements shown. It was noted that the Clerk has requested a statement from National Savings & Investments as she is unsure of what has actually been paid into or out of this account during 2004/2005.

**Payments**

The Clerk reported that both the outgoing clerk – Lynda Small and herself had been paid salary of £234.08 and £185.08 respectively. She had checked this with the outgoing Clerk who had advised that this is what the Parish Council had agreed.

Clerks Expenses	£88.87
Penquile Footpath Services for footpath maintenance	£243.00

**Receipts**

Interest of deposit account	£2.72
-----------------------------	-------

SC

**5/1/9 Items for Agenda**

Cllr B Cox requested that the Clerk write to the Chairman of the Old School – Mrs Joan Cook to thank them for all their hard work in raising money for the Indian Tsunami Appeal.

It was agreed that the Clerk would liaise with the Chairman over agenda items for the next meeting.

To be included on the next agenda is:- Duck House, Bridleways, relaunch of website

SC

**5/1/10 Date and time of the next meeting**

The date and time of the next meeting are Monday 21 February 2005 at 7.30pm. Cllr Barriball gave his apologies for the next meeting. The meeting closed at 10.25pm