

Stoke Climsland Parish Council Meeting
Monday 26th April 2021 at 7:30pm Via Zoom™
MINUTES

PRESENT: Sarah Ross - Chair (SR); Nigel Cooper – Vice Chair (NJC); Stuart Cazaly (SC); Bonnie Lightfoot (BL); Martin Howlett (MH); Phil Barriball (PB); David Crawley (DC); Caroline Vulliamy (CV).

IN ATTENDANCE:

Ren Jackaman – Parish Clerk (RJ); Cllr Neil Burden (NB); seven members of the public (

1. Councillor matters

- 1.1 *To receive apologies for absences:*
Jerry Forbes (JF); Bonnie Lightfoot (BL); Shirley Bruna (SB)
- 1.2 *To receive declarations of pecuniary interests:* None
- 1.3 *To receive declarations of non-registrable interests:* None
- 1.4 *To approve written requests for dispensations:* None

2. Previous Parish Council meeting (15th March 2021)

- 2.1. *To approve the minutes of the ordinary meeting*
It was proposed by NJC, seconded by DC and RESOLVED to accept the minutes as a true record of the meeting, all in favour.
- 2.2. *Matters Arising:* None
- 2.3. *Items Actioned since last meeting:*
 - Westcountry Rivers Trust have been reissued with the email about flooding in the Lockett Basin, a response has already been received from the Environment Agency which was forwarded to councillors.
 - Lockett Swings transfer has completed, the deed is currently being registered and should be in clerk's possession shortly. The Fields in Trust deed of trust is finalised. The Earl & Crocker invoice is on the payment schedule and the Fields in Trust invoice has been received and passed to the anonymous donor and payment has been completed. The RoSPA inspection has taken place and will be dealt with under Property below.
Thanks were given to everyone involved in the work so far.

3. Questions from the public:

A member of the public queried some items on the agenda and clarification was given by the Clerk.

4. Correspondence received:

- Steve Lloyd emailed to point out some inaccuracies with regard to the discussion of his planning application PA21/01762 at the meeting of March 15th, 2021. Mr Lloyd's comments were pre-circulated to the councillors and noted.
- Daryl Hidson has been in contact to offer the area currently planted with wildflowers at the corner of the junction of Kyl Cober and Kingston Road, to be transferred to the Parish Council. To be addressed below under 8.1 below.
- Derek Ross emailed to request that a water supply be provided at Venterdon allotments.

ACTION: RJ to contact Duchy of Cornwall Estate Office to ask for permission to investigate options for installing a water supply at Venterdon Allotments.

5. Community Groups & Stakeholders:

5.1 Cllr Burden:

- Planning Enforcement team are active.
 - Community Highways Project has £50K left to spend so two sets of interactive speed signs have been purchased for use throughout the network area.
 - Community Speedwatch are on patrol again.
 - Planning has been shelved until after the election.
- SR thanked Neil Burden for all his work over the last five years.

5.2 Matters Arising from Community Reports:

- SCARPER Emergency Planning template has been submitted to the Cornwall Council Emergency Planning team for approval.
The £600 grant money is available and some reimbursements for existing expenditure is on the payment schedule.
SR gave thanks to Geoff Giles and fellow SCARPER team.
- CFG Report (see Appendix 1).

6. Planning matters

6.1 Planning Applications:

- **PA21/02407 – Mr & Mrs Snelling of Trehingsta, Barn Road, Stoke Climsland**

Erection of conservatory to the rear.

Case Officer: Fiona Castin. Expiry Date: 27th April 2021

It was noted that there are no controversial aspects to this application.

It was proposed by NJC, seconded by PB and RESOLVED to support this application, all in favour.

- **PA21/02370 – A.J. Sleep & Son, Land South Of The Shippen, Downgate, PL17 8JX**

Erection of agricultural storage building with associated works.

Case Officer: Helen Trebilcock. Expiry Date: 21st April 2021 (extension granted)

It was noted that:

The area of 5.35 acres does not qualify under the definition of 'agricultural' in terms of size.

This building seems to be disproportionately large to the intended use and acreage of the site and would have a large impact, taking up most of the field.

It is a concern that the building would be put to use as storage for materials other than those noted on the application.

The plot is right next to Downgate Playground.

The plot is beyond the settlement boundary of the village and is in a green area, which could be considered as the preliminary to ribbon development.

It was proposed by PB, seconded by DC and RESOLVED not to support this application, all in favour.

- **PA21/01771 – Nicola Bull, Land North West Of Two Chimneys, Higher Downgate PL17 8HL**

Proposed L shaped stable block comprising of stables, storage area and tack room and change of use of land to equine.

Case Officer: Sarah Stevens. Expiry Date: 12th April 2021 (extension granted)

Nicola Bull was not able to attend in person, so sent in the following statement which was read aloud to the meeting:

“The planning application is for a new stable block to provide housing for my horse and storage areas for feed, bedding and all the associated paddock maintenance equipment that I have. This is in order to provide a stable that my horse can access ‘free range’ from his paddock in all weathers (hot, cold, wet etc) to make his life more comfortable and my life easier. Now that my parents no longer live at the property adjoining the paddock, I require more storage on site for my equipment. This will all remain just for my personal use for my horse who has lived in the same paddock for the last 10 years. The change of use to ‘Equine’ that has been applied for is purely because the planning office advised me that in order for them to even consider an application to build stabling for my horse, the land had to be classed as ‘for equine use’. I hope that this will reassure the local community that they will really see no change to the current use of my paddock, other than the replacement of the unsafe, falling down field shelter with a new fit for purpose stable/storage building at the bottom of the paddock.”

It was noted that in the planning material there appears to be two stables and three ancillary buildings.

It was proposed by SC, seconded by NJC and RESOLVED to support this application, all in favour.

- **PA21/02274 – Mr. C. Grose, Clifters Farm House, Clifters, Stoke Climsland PL17 8HP**
Proposed extensions to rear of dwelling with alterations and new roof structure and finish.

Case Officer: Fiona Catlin. Expiry Date: 12th April 2021 (extension granted)

It was noted that:

The proposal appears to represent up to 50% increase in footprint, there is an existing historic extension.

The height of the proposed extension may impact on the neighbouring property. The Heritage Assessment does not appear to have been submitted yet.

It was clarified that the area in is TVAONB and the World Heritage Site.

The TVAONB have not commented but there is a lot of important mining heritage nearby which would need to be preserved.

The applicant was present and was invited to speak and confirmed that this proposal is set in two acres of land and the sole neighbour who would be affected is supportive.

It was proposed by NJC, seconded by SC and RESOLVED to support this application, one abstention, one against rest in favour.

6.2 Enforcement: Refusals, Approvals & Appeals:

- **PA21/01842 Mr & Mrs Martin, Land South of Higher Pempwell, Stoke Climsland, PL17 8LN** Construction of a single storey dwelling and associated infrastructure.
STATUS: Awaiting decision.
 - **PA21/01762 Mr Stephen Lloyd, Dingley House, Lower Downgate, PL17 8LA**
Application for Lawful Development Certificate to confirm a material start to development approved under PA17/07372.
STATUS: Decided - Granted (CAADs, PIPs and LUs only)
 - **PA21/01369 Mr. Andrew Selleck, Manderley Access To Higher Kingston Farm, Kingston, Callington, PL17 8PQ**
Demolition of bungalow and construction of new dormer bungalow
STATUS: Awaiting decision.
- PA21/01301 Land WSW of Emsajo Winsor Lane, Kelly Bray, PL17 8EW**
Various Works to trees.
Consultation expiry date 19.03.2021 Planning Officer: Helen Trebilcock
STATUS: Approved with conditions
- **PA21/00258/PREAPP Mr. C.W. Murray, Land South of Rothisham, Higher Downgate, PL17 8HN**
Pre application advice for a single dwelling Cornwall
STATUS: Closed – Advice Given
 - **PA20/10862 - Land Owned by Treffinnick Farm At Bray Shop Callington**
Variation of condition 12 of application no. PA12/07093 dated 21/12/12.
Status -Awaiting Decision.
 - **PA20/11185 – Jamie Hatch, KB Products, Station Road, Kelly Bray, PL17 8ER**
Construction of two Poultry Sheds, Services Shed, Feed Bins, Access Road and Related Earthworks. **Status -Awaiting Decision.**

6.3 *Other Planning Matters:*

- **Calstock NDP Public Consultation**
After discussion it was decided that the NDP group be asked to examine the plan and advise the council on any comment to be made.
- **Linkinhorne NDP Public Consultation**
After discussion it was decided that the NDP group be asked to examine the plan and advise the council on any comment to be made.

ACTION: RJ to ask Deri Parsons to coordinate discussion of both Linkinhorne and Calstock NDP documents.

- **CNP meeting re: Planning Enforcement**
RJ recently attended a CNP meeting at which a representative of Planning Enforcement answered queries and gave a presentation. It was explained that enforcement investigations take a long time because the right of appeal is included from the very beginning. The default position is to avoid enforcement and find another solution; for this reason, the PE team ask that any complaints are triaged in parish and if they obviously comply with local planning requirements, then a retrospective planning application should be recommended.

7. Highway & Transport:

7.1 Caradon CNP Highways update (circulated as pre-reading):

No comments

7.2 Road Closures:

LOCATIONS	TIMING	CONTACT
Luckett Hill, Callington	30th May 2021 to 30th May 2021 (08:30 to 15:30 hours)	Openreach - Tel: 03700500792 or surveys@sunbeltrentals.co.uk
Pound Lane to County Boundary	28th May 2021 to 28th May 2021 (09:30 to 15:30 hours)	Openreach - Tel: 03700500792 or surveys@sunbeltrentals.co.uk
Higher South Coombe to Sunningdale	14th June 2021 to 18th June 2021	Western Power Distribution - Tel: 0800 6783 105 or wpd-streetworks@western-power.co.uk
Ivydale to Bray Shop, Callington	5th July 2021 to 14th July 2021	Cornwall Council - Tel: 0300 1234 222 or road-space@cornacld.co.uk
Stoke Road and Stoke Hill	5th July 2021 to 16th July 2021	Duchy of Cornwall - Tel: 01579 343149 or admin@hillssouth-west.co.uk
Stoke Road and Stoke Hill	17th August 2021 to 27th August 2021	Duchy of Cornwall - Tel: 01579 343149 or admin@hillssouth-west.co.uk

8. Council Property & Assets:

8.1 Land Registration:

MH continues to pursue the registration of Rowden Field.

RJ updated on the possibilities of registering pieces of land at the Duck Pond, War Memorial, Venterdon notice board and now Kyl Cober. Advice has been received that all of the above pieces of land would need to be registered separately, with an individual form and fee (likely to be £30-£40 each).

8.2 Luckett Swings Transfer:

(See Items actioned above.)

8.3 RoSPA Inspection reports:

At the May meeting the roles relating to oversight of Playgrounds will be assigned to the new council, at which point those given these duties to go through and highlight any issues to be addressed as a priority.

8.4 Duck Pond Fence:

Derek Ross has approached the council with to request that the fence be replaced, because:

- It is approximately 15 years since the fence around the duck pond was built by Michael Cox and volunteers.
- In spite of many efforts to repair, reinforce and strengthen the fence over the last few years it is now in a state of disrepair and the two remaining ducks are easily gaining access to the road.
- The fence needs to be higher, the ground under the fence needs to be levelled to allow Grahame Clark to strim under the fence without enough space for the ducks to wriggle under the fence.
- The metal poles supporting the current fence could be used for a higher fence.
- A small gate is needed to access the path leading to the duck house.

ACTION: SR & SC to liaise with Derek to draw up a specification.

9. Project Updates:

9.1 Health & Wellbeing Hub:

MH reported that two more working group meetings, a Mental Health event is being attended and a proposal should be forthcoming.

9.2 Community Composting at Venterdon:

SR reported on outcome of meeting with Duchy Estates representative Ashley Taylor on site. The Duchy of Cornwall are supportive as are the other plot holders. There is some work to be undertaken with regard to regulations, it will be green compost only which would be closely monitored.

(SR left the meeting)

A discussion took place and the following points were noted:

- There is an opportunity for coordination between SCEN and the SCCCAG Waste and Recycling group.
- Careful monitoring will be essential and should be stringent.

It was proposed by CV, seconded by SC and RESOLVED to approve the proposal to create a community composting site at the Venterdon Allotments.

(SR re-joined the meeting)

9.3 Rowden Field – discussion of options:

An article has appeared in the most recent Old School News, asking for submission of proposals for project options with a deadline of June. These will be collated and brought back to council.

ACTION: RJ to ask Kiwi Dave about the repair to the hanging gate post at Rowden Field.

10. Parish Council finances

10.1 To approve monthly payment schedule for April 2021:

RJ has asked Zurich to adjust renewal quote in line with suggestions discussed at March meeting and is waiting for a response. RJ has also asked BHIB to quote but has received no response.

It was noted that the first six months precept payment has been received.

It was proposed by NJC, seconded by DC and RESOLVED to approve the payment schedule, all in favour.

10.2 *To review grant application from Venterdon Methodist Church:*

An application has been received asking for the usual £85 for maintenance of the churchyard.

It was proposed by PB, seconded by DC and AGREED to approve payment, all in favour.

10.3 *End of Year accounts (reviewed on screen and circulated as pre-reading):*

It was proposed by SC, seconded by DC and AGREED to approve the end of year accounts, all in favour.

10.4 *Audit of year end 2021:*

Andrew Farr has been engaged as internal auditor. RJ has completed the AGAR and has asked that the internal audit report and associated works be ready for the May meeting. The Council is subject to an external audit having an income and expenditure of just over the £25K limit.

11. Parish Council Governance:

11.1 *Cornwall Council updated Code of Conduct (circulated as pre-reading):*

Cornwall Council have circulated the updated Code of Conduct, which aims to standardise the approach to Ward Members and Local Councillors. CALC have sent out a notification that they are waiting on clarification of some points and that therefore, local councils should delay adoption until further advice is given.

11.2 *Arrangements for Annual Parish Council Meeting:*

As per the details given previously, RJ reiterated that there has to be a meeting between 6th May and 24th May in order for the Parish Council to continue to exist as a legal entity, but that the failure to renew the temporary legislation which allows for remote meetings on the 6th May renders this problematic. The results of the NALC court case (which aims to redefine the definition of the word 'present' to apply to remote attendance) is due to be announced on Wednesday 28th April. RJ will report on the outcome as soon as possible. At present, the default is to meet on the village green or other outdoor space on the 17th May and to hold the meeting slightly earlier to allow for good daylight and warmth.

At the above meeting, there may be a need to ratify that there will be no meeting in June unless virtual meetings become legal again and a scheme of delegation to be approved in the meantime.

11.3 *Arrangements for Annual Parish Assembly:*

The Annual Parish Assembly usually takes place before the meeting in April. RJ has consulted widely with local community groups and has been informed by most that there is no report to be made, as Covid 19 has prevented any significant activity.

Further, the delay caused by the mourning period of HRH Prince Philip has resulted in there being no options to give 7 clear day notice of any meeting before the rescinding of the remote meeting legislation on May 6th and that therefore it is currently not legally possible to hold the Annual Parish Assembly. Should the situation regarding the options around remote meeting change, it may be possible to hold a remote

meeting before June 1st. Alternatively, it may be preferable to hold a wider community meeting to celebrate the end of Covid 19 once restrictions are fully lifted.

11.4 Elections Update:

All nominations have been received and processed and with nine candidates for ten posts, an uncontested election with one vacancy now exists. SR gave thanks to outgoing councillors and welcomed new ones.

11.5 Chairman's Allowance:

SR as outgoing Chair requested suggestions for using some of the Chairman's allowance to acknowledge those in the parish who have made a valuable contribution over the last year. Several suggestions were forthcoming, which SR will consider and act upon.

12. Items for next Parish Council meeting agenda:

- Venterdon Bus Shelter

13. Date and time of next meeting: Monday 17th May 2021 (arrangements TBC)

Meeting closed at 21:31

CLOSED SESSION:

SR announced the commencement of the closed session Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, to exclude the public and press from the meeting for the business specified: to discuss the Clerk's hours.

Stoke Climsland Parish Council				
Payment Schedule Current Account				
DATE		April 2021		
PAYEE	Invoice Date	Invoice #	Description	Amount
R. Jackaman - Parish Clerk	n/a	n/a	Salary and Reimbursements	£472.07
Angela Greenhough Accountant	06.04.2021	3221	Payroll administration	£11.20
CALC	01.04.2021	2122-191	Membership Renewal	£649.27
RoSPA	13.04.2021	54352	Playground inspections	£267.60
Earl & Crocker	15.04.2021	352	Transfer of Lockett Swings	£219.20
Geoff Giles	23.04.2021	V1	Reimbursement for equipment as per Emergency Plan	£293.06
Mrs D.E. Price	26.04.2021	n/a	reimbursement for duck food	£71.43
NEST Pensions	19.04.2021	n/a	Employer's Contribution @ 5%	£33.62
TOTAL				£2,017.45

APPENDIX ONE

COMMUNITY FACILITIES GROUP MEETING REPORT

A zoom meeting of the Stoke Climsland Community facilities group was held on the 8th April. This was the first meeting since the start of the Covid crisis and was focussed on the activities of the community facilities during the period of the crisis and the several lockdowns.

Though most of the facilities were forced to close several, particularly those providing activities for children and youths, have continued through the use of Zoom. Social distancing and outdoor activities and were surprisingly active.

It was clear that all facilities who were eligible have applied for and received all available government grants however it was clear that there has been a considerable financial impact on most facilities due the limitation on business activities and fund-raising opportunities.

The make-up of the representatives attending the group meeting has changed over the last year, in view of this it was agreed that the terms of reference for the group would be circulated again, the terms are reference are to seek opportunities for the facilities to work together for the benefit of all and the community.

DRAFT