

**STOKE CLIMSLAND PARISH COUNCIL**  
**MEETING HELD ON MONDAY 18<sup>TH</sup> NOVEMBER 2019 AT 7:30PM IN THE PARISH HALL**  
**MINUTES**

**PRESENT:** Cllr Sarah Ross – Chair (SR); Cllr Nigel Cooper – Vice Chair (NC); Cllr Philip Barriball (PB), Cllr Caroline Vulliamy (CV); Cllr Stuart Cazaly (SC); Cllr Shirley Bruna (SB); Cllr Bonnie Lightfoot (BL); Cllr David Crawley (DC); Cllr Jerry Forbes (JF)

**IN ATTENDANCE:** Ren Jackaman – Clerk (RJ), two members of the public

### **1. Councillor matters**

1.1 *To receive apologies for absences:* Cllr Martin Howlett (MH)

1.2 *To receive declarations of pecuniary interests:* NONE

1.3 *To receive declarations of non-registrable interests:* CV for Lockett Swings

1.4 *To approve written requests for dispensations:* CV for Lockett Swings

### **2. Previous Parish Council meeting 21<sup>st</sup> October 2019:**

2.1 *To approve the minutes:*

SB pointed out that in 2.3 Items actioned since last meeting, the word 'North' should be added before 'Alston Farm' to distinguish it from South Alston Farm, this amendment was duly made. CV requested that the wording be changed relating to her comments on PA19/08479 but this request was refused on the grounds that the minutes were audio typed from a recording and that therefore the comments are replicated word for word.

It was proposed by NJC, seconded by SC and RESOLVED to accept the minutes of 21<sup>st</sup> October 2019 as a true record of the meeting, all in favour.

2.2 *To note matters arising from the minutes:*

- i. Rowden Field: RJ and CV have reviewed the Duchy Act of 1844 and survey related to Stoke Climsland Manor and have examined the records relating to the selling off of several Duchy lands in Stoke Climsland. It is unclear from the documentary evidence whether Rowden Field was affected but it seems unlikely and so RJ is going to draft a letter to the Duchy Estates Office in Bath to clarify the situation.

**ACTION: RJ to draft a letter to Duchy Estates Office for review and approval by councillors and to check with Highways whether they have ownership/management of the Venterdon Noticeboard patch.**

- ii. Lockett Swings: CV has contacted Fields in Trust and has had a conversation with Terry Houston, who confirms that registering the playground area of the Village Green would halve the administration charge (assuming Downgate to remain unregistered). NJC quoted from the original request from Lockett Swings Committee, dated 10 years ago, to create a covenant to ensure that the Lockett Swings is protected as a playing field. CV stated that the fee being queried is to cover the administration costs of re-registering it in the PC name. The Fields in Trust deed is dated 4<sup>th</sup> September 2018. NJC suggested that it was not clear at the outset that this charge would be incurred.

It was proposed by NJC, seconded by PB and RESOLVED that the Parish Council only take on Lockett Swings if there is no charge incurred and that until this is possible the Lockett Swings should remain in the care and expense of the LSC; eight in favour one abstention.

**ACTION: RJ to check with Duchy Estates if they are happy for Downgate to be registered with Fields in Trust.**

- iii. Playground Maintenance: NJC has been in touch with Schoolscapes who, as a gesture of goodwill to the community, are going to comply with the warranty on the playboat and will be sending someone to fix it at the end of this week.

The quote for two new step posts and the jungle screen handle is £226.20 inc. VAT.

PB raised the issue that the bearing on the bucket swing needs replacing every five years and that this should be added to the list.

**ACTION: NJC will seek a quote for the Bucket Seat bearing and add to the total above.**

**ACTION: RJ to seek quotes three tenders for Downgate posts and arrange for contractors to meet NJC, DC and JF on site.**

It was proposed by NJC, seconded by SC and RESOLVED to approve the existing expenditure, all in favour.

### 2.3 To note items actioned since last meeting:

- i. Millennium Stone: work has been completed, the results met with general approval.  
**ACTION: RJ to write a letter of thanks to enclose with cheque. Ask about coating it with varnish.**

- ii. Highways & Environment East queries: RJ has reported the issue relating to drainage in Kingston Road and the broken sign at the Bray Shop junction on the A388.

SR commented that the drainage issue was cleared three weeks ago but debris was left next to the drain and has been washed back in, the drain is now full again, outside the field opposite the school, they have left a large pile of mud in the gateway to BL's field. PB reports that the broken sign is fixed as is the overgrowth obscuring the new speed sign at Bray Shop.

It was noted that the ford at Sheba Woods now has a large and very deep hole in the middle where the broken concrete has been removed. This is a danger to cars. It was noted that some signs indicating an uneven surface have been placed nearby.

RJ reminded all present that anyone can use the Cornwall Council interactive map to report these issues and encouraged them to do so, rather than wait for a council meeting.

**ACTION: RJ to send a map to H&EE indicating exactly where the problem with drainage occurs and pass on the above comments. Also, to make H&EE aware of the missing concrete and associated pothole in the middle of the ford at the Luffett end of Sheba Woods.**

- iii. Localism Summit 2019: JF and RJ went to this event, JF was surprised by the number of people there, it is very clear that Cornwall as a county are quite well ahead of the curve in the Climate Emergency and issues around it. Edwina Hannaford spoke, parishes from all across the county were represented. All are at different stages of dealing with the Climate Emergency, Helston Town Council being in the lead. Positive areas are all transferable from their action plan there was an emphasis on cooperation within the county. As public awareness grows there is more common ground between areas that were discussed at the event. JF missed the October meeting because he was in London attending the XR demonstrations.

DC asked if how much effort is being put into make sure that there is a joined-up approach so that no one action is advocated, which in its turn causes its own problem. He gave the example of Riverford Organic Farms are starting to use plastic again because their plastics are multiple use and paper bags have a higher carbon footprint. This shows that more homework may be required.

JF responded that this is a valid point, in summary of what he has discovered so far, he emphasized the enormity and complexity of the situation and that the adverse effects will extend to everyone in every walk of life, there is a lot of work to do and its important that these issues are addressed.

SR intervened at this point to note that this discussion should take place as part of a SCCCAG meeting and to remind those present that all are welcome to attend the next SCCCAG meeting on 26<sup>th</sup> November in the Parish Hall at 7:30 pm.

### 3. Public Session:

### **John Prescott - Secretary of the Lockett Village Association:**

Condition Of Lanes. He reinforced the words of a Counsellor who had drawn attention to the poor state of some lanes. Specifically, he drew attention to the piles of leaves and the mud at roadsides and advised the PC that he had received complaints about this from Members. He had also received complaints about mud and leaves in 'pull ins' which, at times, made them very difficult to negotiate in anything less than a 4x4. He also fully supported a Counsellor's complaints about blocked drains and said that the problem was highly evident in Lockett.

Lockett Swings & Playground. He said that Locketteers were exceptionally disappointed that, despite the efforts of many, 10 years after the start of the endeavour to transfer the swings & playground to the control and administration of the PC, villagers remained the users of a semi derelict muddy site. Cllr Vulliamy interrupted to state that the surfaces were all doing the job they were supposed to do to the required standard. Mr. Prestcott then continued, saying he had noted in the PC's debate during the evening that there were still problems to be overcome with the transfer and that these may cost the PC further money. He also noted with the greatest concern the PC's vote that night that, were more money required, they would walk away from the project and hand it back to the village.

SCPC Car Park (Lockett). Sec/LVA reported that a survey of Members had been conducted regarding car park usage and Members' wishes regarding its future. However, at the LVA Meeting on 15 Nov, it had been decided to defer a decision on what to request of the PC in the hope that a further survey would be useful. In the meantime, he had been instructed not to release the surveys' results to the PC.

SCPC Notice Board (Lockett). Sec/LVA said that Members' views had been sought on whether to ask the PC to move their Board or not and, if so, whither. In a disappointing turn-out of only 18 Members, 16 believed that LVA should ask the PC to move their Board to the car park area, and 2 believed it should stay where it was

### **4. Correspondence received:\***

i. Letter from Alistair Guy about mud on the Horsebridge road:

SR commented that this is not the only road with this problem and it is mostly due to the wet Autumn.

SB commented that the situation has been cleared now and the road was scrapped up after the ploughing was completed.

NJC reminded everyone that drivers should adjust driving to the conditions of the road. SR asked about the methods of preventing this problem which are open to farmers, BL, SB and PB explained that the main problem has been the recent heavy rain and the problems associated with run off from tarmaced areas, but that leaving an unploughed edge to fields was common practice to prevent the problem.

ii. Freedom of Information request re: climate change:

The following request has been received by all town and parish councils in Cornwall. It is likely that a combined response will be coordinated by CALC or the SLCC, RJ is therefore going to send a holding reply:

*"Under the Freedom of Information Act, I am requesting copies of all correspondence (both received and sent) on the subject of, or related to the subject of Climate Change, both Mitigation and Adaptation, that your Council or Meeting has had with Central and Local Government. I would be grateful for such correspondence dating from the start of the consultation period for the first National Adaptation Programme (NAP) which was published in July 2013. I would appreciate the inclusion of all correspondence with Cornwall Council during this period on the subject of Climate Change. Correspondence with Central Government on this topic may have been entered into with bodies*

such as the Department for Environment, Food and Rural Affairs (DEFRA), the Local Adaptation Advisory Panel (LAAP) or other bodies associated with DEFRA but possibly also with other Government Departments and I would appreciate copies of all such correspondence”.

## 5. Planning matters\*

### 5.1 Planning Applications:

- **PA19/08303 – Mr Cox and Miss Evefts, Sunnymead, Stoke Climsland, PL17 8NB**  
Construction of a single-storey side extension.  
BL commented that it's a small bungalow which needs expansion to be a viable family home.  
It was proposed by SC, seconded by BL and AGREED to support this application, all in favour.  
**ACTION: RJ to report the result of this vote on the online planning register.**

### 5.2 Enforcement: Refusals, Approvals & Appeals:

- **PA19/08417 - Mr & Mrs G. Mitchell, Hitchens View, Downgate, Callington PL17 8JX**  
Proposed tree works to G1A and G1B English Oaks **STATUS – Approved**
- **PA19/08353 - Mr & Mrs R. Vulliamy, 2 Rose Cottage, Luckett, Callington, PL17 8NJ**  
Notification of proposed works to trees in a Conservation Area, namely fell a double stemmed cherry tree (T1) and remove 2 branches of a large wild cherry tree (T2). **STATUS – Approved**
- **PA19/07955 - Mr & Mrs T. Selwood, Old Luckett Station, Stoke Climsland, PL17 8HB** Retention of log cabin for use as holiday accommodation. Resubmission of withdrawn application no. PA19/00104. **STATUS – Approved with conditions**
- **PA19/08479 - Mr Lee Cammerer, Mugberry Cottage, Stoke Climsland, Callington, PL17 8LH**  
Proposed sunroom. **STATUS – Awaiting Decision.**
- **PA19/03847 Ms. K. Carnegie, Higher Pempwell, Stoke Climsland, PL17 8LN** Change of use from a holiday let to a business office **STATUS Approved**

### 5.3 Other Planning: NONE

## 6. Transport & Highway matters:

### 6.1 Venterdon Bus shelter:

SC updated that Cormac have started with two workmen, no road closure is now required. Two surface water pipes have been found, these have now been protected with stone over the top and foundation will happen tomorrow, delivery of bus shelter will take place next week.

### 6.2 Grit Bins:

A volunteer is needed for filling the Parish Council owned grit bins.

**ACTION: RJ to ask James Coumbe if any Duchy students could help.**

## 7. Regular updates:

7.1 Report from Cllr Burden: Cllr Burden was not present.

7.2 *Duchy College*: Next meeting with SR, MH and RJ will take place on 9<sup>th</sup> December. CV asked about the possibility of opening up the carriage drive semi regularly. SR requested that CV produce a map to indicate exactly where this is.

7.3 *Parish Hall Project update*: There will be an open meeting on 22<sup>nd</sup> November between 2-5pm and 6-9pm with Sarah Robinson from Prince's Foundation for all parishioners to look at the plans for the refurbishment. Parishioners opinions are actively sought and attendance is encouraged. SC asked if there is much change from information that was in the pre-app? DC indicated that there were two options for people to look at and the aim is to discover where compromise can be found.

7.4 *Community Facilities Group update*: There will be meeting on the 4<sup>th</sup> December.

7.5 *Neighbourhood Development Plan*: There will be a meeting on 20<sup>th</sup> November.

7.6 *Community Network Panels*: No recent meeting but tranche one projects in Bray Shop and Monks Cross have been signed off.

7.7 *Stoke Climsland Climate Change Action Group*: The next meeting on 26<sup>th</sup> November 2019. JF reiterated the information from the Localism Summit. JF is now seeking monthly speakers for SCCCAG meetings, Richard Sharland from Altarnun has 30-years of experience in climate related matters including heading Manchester City Council's environment agenda. Working groups are to continue to develop ideas into physical results. The carbon audit for South Hill has been completed, Stoke Climsland was not included despite the request that it should be, so Sue Watts and Deri Parsons have both applied from the Post Office and Old School Community Project respectively. JF reminded everyone that the Cornwall Council meeting on Tuesday 26<sup>th</sup> November, will include a second vote on the Newquay Space Port, a discreet action by XR is planned at that meeting.

## **8. Parish Council finances:**

8.1 *To approve monthly payment schedule*:

Rural Services have sent the invoices for grass cutting and footpath maintenance, Countryside Access have been approached about the LMP grant to reimburse the charge for footpath maintenance.

£5 allotment rent has been received from Ms. Caldwell.

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

8.2 *To review funds available to the Parish Council and discuss potential uses*:

- i. Lockett Noticeboard & Car Park: The site visit is confirmed for Saturday 23<sup>rd</sup> November at 10 am; to coincide with the Craft Fair at the Social Club. John Prestcott is happy for his driveway to be used to inspect the existing noticeboard if desired. Following LVA's Friday 15<sup>th</sup> November Members' Meeting, the LVA has decided to defer, pending further investigation and thought, any decision on whether or not to request expansion of the PC's car park at Lockett. LVA will not forward to the PC the survey results or other correspondence on this matter for the time being. There are no abandoned vehicles at the moment, one vehicle is currently for sale.

- ii. Trees on Village Green: clarification of works has been received, Councillors now to decide on the level of works given Barnaby Guy's advice on potential ill effects on trees. SR asked for a second opinion and the conclusion is that if clipped now the trees would need to be kept under control every year. Ultimately the trees will grow into one another and create continuous foliage, negating the need to trim for visual effect.  
**ACTION: RJ to ask Tom Macmahon to do a lower crown lift for free.**
- iii. S106 funds from Solar Farm: Confirmation has been sought from Eleanor Farmes at Cornwall Council and from David Skelton of South Hill Parish Council. The payments from the Trefinnick Solar Farm are not S106 payments. A copy of the deed has been received from South Hill Parish Council, for uses of the fund the clauses below are the most relevant:

*3.1.3 to use the Community Benefit Payment for charitable, educational, environmental, amenity or other appropriate purposes within the areas of the Community and wherever possible to apply the Community Benefit Payment towards the promotion of sustainable energy and uses;*

*3.1.4 not to use the Community Benefit Payment for political, religious, entertainment or hospitality purposes, or for any purpose adverse to the Operator's interest in the Scheme;*

Therefore, the suggestion that some of this fund be used to help support the administration of SCCCAG, is appropriate once a bank account for the group has been set up.

8.3 Other suggestions arising: NONE

## 9. Parish Council Governance:

- i. Website Rebuild: RJ, SC, Kim Cazaly and Deri Parsons met on 12<sup>th</sup> November. The 'wish list' has been confirmed and SC detailed the contents, which includes the ability to create limited access to outside users and the possibility of including the community calendar in a more useful form. Kim is going to update the briefing document and go out to tender in January.
- ii. Dates of meetings in 2020: The option of continuing to hold meetings on the third Monday of every month was discussed, as was the option of not having a meeting in August. It was proposed by SB, seconded by SC and AGREED to continue with the above proposed dates and to not hold an August meeting, all in favour, one abstention.
- iii. Budget Review Meeting: to include the finalisation of the updated Financial Regulations. It was decided to hold the Budget Meeting on Monday 2<sup>nd</sup> December at 7pm NJC, SB, SR, DC, BL are available to attend.  
**ACTION: RJ to book room at the Old School for the budget meeting on 2<sup>nd</sup> December at 7pm.**

## 10. Items for next Parish Council meeting agenda

- Incident Report Training
- Tree Council Training
- Budget & Precept Approval
- Financial Regulations adoption
- Launceston CNP Climate Change Group meeting
- Lockett Noticeboard

- New Septic Tank Requirements

## 11. Date and time of next meeting 16<sup>th</sup> December 2019

SR closed the meeting at 9:44 pm

|   |                     |                  |                              |                 |
|---|---------------------|------------------|------------------------------|-----------------|
| <b>Stoke Climsland Parish Council</b>   |                     |                  |                              |                 |
| <b>Payment Schedule Current Account</b> |                     |                  |                              |                 |
| <b>DATE</b>                             | <b>November</b>     | <b>2019</b>      |                              |                 |
|   |                     |                  |                              |                 |
| <b>PAYEE</b>                            | <b>Invoice Date</b> | <b>Invoice #</b> | <b>Description</b>           | <b>Amount</b>   |
| R. Jackaman - Parish Clerk              | n/a                 | n/a              | Salary & Reimbursements      | £436.18         |
| Angela Greenhough Accountant            | 02.11.19            | 2701             | Payroll administration       | £10.85          |
| Piper & Son Ltd                         | 29.10.19            | 517              | Millennium Stone renovation  | £264.00         |
| NEST Pensions                           | 09.11.2019          | n/a              | Employer's Contribution @ 5% | £31.44          |
| Rural Services                          | 14.11.19            | 1589             | Grass cutting 2019           | 2272.80         |
| Rural Services                          | 14.11.19            | 1590             | Footpath Maintenance         | 636.00          |
| <b>TOTAL</b>                            |                     |                  |                              | <b>£3651.27</b> |