

**Stoke Climsland Parish Council Meeting
Monday 15th February 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); Jerry Forbes (JF).

(CV & JF joined at 19:42 due to connectivity issues, JF had continuous connectivity issues).

IN ATTENDANCE: Ren Jackaman – Parish Clerk (RJ); Cllr Neil Burden (NB); four members of the public.

ABSENT:

1. Councillor matters

- 1.1 *To receive apologies for absences:* Apologies were received from 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 (18th January 2021)

- 2.1 *To approve the minutes of the ordinary meeting:*

It was proposed by NJC, seconded by SC and RESOLVED to approve the minutes as a true record of the Ordinary meeting on the 18th January 2021, all in favour.

- 2.2 *Matters Arising:* NONE

- 2.3 *Items Actioned since last meeting:*

- *Asset Snag List*
The flower holder at the War memorial appears to have been replaced by someone else. The Fire Hydrant sign on the village green is the responsibility of Cornwall Fire & Rescue, RJ has emailed them and someone is coming to inspect it in due course.
- *Climate Change Development Plan Document:*
Comments on the document have been gathered from councillors and sent to Cornwall Council, RJ to ask Rob Flavin to put SCPC response on the website.
- *Flooding:* RJ has sent a letter cc-ed to the Environment Agency, Westcountry Rivers Trust, Cornwall Highways, Cornwall Flood Forum, SCARPER and councillors detailing the need for a Flood Plan for Alren, Shutta, Lockett and Old Mill. No reply has been received.

ACTION: RJ to forward the above letter to Duchy of Cornwall Estates

3. Questions from the public:

4. Correspondence received: *(to include any received after this agenda is published but prior to the meeting)*

- **Dog Fouling complaints** (circulated as pre-reading)

Several complaints about the increased volume of dog fouling in Lockett at Greenscombe Woods, Lockett Swings Playground and in Sheba Woods and the Public Footpath between Lockett and Horsebridge. There has also been an increase of use by professional dog walkers in the area. It was noted that:

- The existing dog waste bin in Lockett Car Park is not on the Cornwall Council map, so is presumed by them to be owned by PC but has never been on any asset schedules. CV reported that this bin was provided by Cornwall Council and is emptied by Cornwall Council.
- PB reported that Kit Hill and the Sports Field is also an issue.
- The PC can't put a new bin or signage on land not owned or managed by the Parish Council.
- Dog Fouling can be reported via CC website.
- CC do not provide new bins but the PC can.
- RJ is enquiring with Biffa what charge is payable for emptying any new bins.
- Permissive paths can be closed at any time by private landowners.

ACTION: RJ to produce education material to the importance of responsible dog ownership to be undertaken via the Old School News, Parish Council website, Stoke Climsland Hub, posters regarding the on the spot fines to be placed on parish noticeboards.

ACTION: Landowners with permissive paths on their land to be approached with regard to signage (Duchy Estates, Ian Forest, Cornwall Council, Kit Hill Management, Natural England).

5. Community Groups & Stakeholders:

5.1 Cllr Burden:

- Dog fouling is an increasing problem in all areas, probably this will ease after lockdown is over.
- Permissive paths can be withdrawn, so it is important to behave responsibly.
- Nick Cooper is the new Forestry Officer for Cornwall Council and is very proactive.
- £10 million extra for social care has been given by Central Government.
- 12 Councils in the UK are now insolvent.
- Lezant Parish Council bought some stickers and put them up on trees and telegraph posts asking for owners to clean up after their dogs, which were very effective.
- An appointment for a new TVAONB Manager has been made.
- The TAMARA Project is looking positive.
- A reminder that from March 15th is the commencement of purdah and MH therefore gave a vote of thanks (which was echoed by all) to NB for his service as Ward Member in anticipation of his not participating at the March meeting.
- DC asked if there is any join up between the CCDPD and Planning Control generally. NB replied that it is very complicated and often contradictory. It is frustrating and Covid 19 has not helped progress. Understanding and knowledge is key to viewing the bigger picture.
- NDP and the inherent contradiction of exceptions sites is also an ongoing issue.

5.2 Matters Arising from Community Reports:

- (SCARPER report is included as Appendix One).
- RJ has checked and no further grant has been received for the Community Resilience Plan.

The Chair moved item 7.2 up the agenda at this point:

7.2 Winter Roads update:

- Jake Lightfoot has kindly offered to salt the roads where needed, BL described the equipment he would use and confirmed that storage of a dumpy sack of rock salt for next year could be undertaken (purchase in September). MH confirmed that Ricky Doidge has also volunteered to help and could be asked to store a similar supply at the other end of the parish.
- It was clarified that bus routes are not automatically included on the CC gritting schedule and it would be advisable to empty the grit bins in Spring to allow CC to refill as per their commitment to do so.
- It was suggested that the Lockett Post Office bin be painted bright yellow to aid visibility and noted that Cornwall Council will not provide a new one as it conforms to their standards.

6. Planning matters (to include any applications received after this agenda is published but prior to the meeting)

6.1 *Planning Applications:* NONE

6.2 *Enforcement: Refusals, Approvals & Appeals:*

- **PA20/10862 - Land Owned By Treffinnick Farm At Bray Shop Callington**
Variation of condition 12 of application no. PA12/07093 dated 21/12/12 (Installation of photo voltaic power-plant (solar farm) with a total capacity of up to 5MW, electrical sub-station, power inverter stations, transformers, pole-mounted CCTV cameras, security fencing, access road and other associated works).
Status -Awaiting Decision.
- **PA20/11139 – Richard Adams, The Hideaway, Pempwell, Stoke Climsland PL17 8LN**
Replacement of single glazed windows to improve energy efficiency, reduce CO2 emissions and condensation and improve safety and security within the property.
Status – Approved with conditions.
- **PA20/11234, Mr Roy Durand, Land Adjacent Norton Barton Stoke Climsland**
Construction of extension to existing barn (part resubmission of application no. PA20/04242). **Status – Approved with conditions**
- **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.**
- **Old Mill Enforcement case:** this has been appealed by the landowner, which was noted.

ACTION: RJ to contact Planning Officer to try and get comments on PA20/11185 amended following issues with the consultee function on the Planning Register last month.

6.3 *Other Planning Matters:* The NDP was submitted for a Strategic Environment Assessment and the verdict has been returned that no SEA is required.

7. Highway & Transport:

7.1 *Caradon CNP Highways update:* was noted.

7.2 (See above at 5.2)

ACTION: NJC reported that lorries are being directed up the crossroads above Old Mill by satnav and get stuck, RJ to request 'not suitable for HGV signage' from H&EE.

8. Council Property & Assets:

8.1 *Bray Shop Noticeboard:* The South Hill quote is currently being sought.

9. Project Updates:

9.1 *Registration of Rowden Field, Duck Pond, War Memorial (briefing notes as pre-reading)*

RJ has researched further in the appropriate legislation and by contacting the Countryside Access team and the Public Rights of Way section of Cornwall Council and can confirm that the Parish Council can manage common land in the following ways:

- The PC cannot rent the land to tenants, make profit or allow any commercial agriculture to take place because:
 - a) The PC is not the legal owner
 - b) the land was formally a common
 - c) the public should be granted right of access
- The land will need to be registered to the Parish Council as soon as possible. This is not straightforward due to the complicated history.
- Prior to the land being registered it is possible under the clause to enable necessary works (Commons Act 2006 s45) to undertake to:
 - a) Secure the field from risk of trespass or encroachment.
 - b) Instituting criminal proceedings for offences relating to the land.
 - c) Enable necessary works and management appropriate to the restrictions detailed above.
 - d) Reinststate the permanent right of way (but not a permissive path) continuing from Rowden Lane and allow public access.
 - e) Potentially, address the management of the biodiversity under Climate Change legislation, especially with regard to endemic species tree planting, re-wilding etc with reference to inclusion in the Forest for Cornwall.
 - f) The above includes the possibility to allow beehives (rent free) as non-permanent structures which address biodiversity.

It was proposed by NJC, seconded by SC and AGREED to approach local groups for help with suggestions for appropriate public uses within the parameters set out above, seven in favour, one against one abstention.

ACTION: SR, CV and Mary Atkinson to organise a field visit for assessment of existing biodiversity.

ACTION: RJ get tenders for repairing or replacing the broken gate post.

9.2 *Luckett Swings conveyance:*

CV reported that the LSC approval of the transfer has been forwarded to Earl & Crocker, handover is planned by LSC for April. This further delay was queried as unnecessary.

It was proposed by NJC, seconded by PB and RESOLVED that the project be put in abeyance until the conveyance is completed and the transfer ready to take place, eight in favour, one against.

9.3 *Tree Preservation Orders and Tree Warden:*

CV reported on training opportunities and has approached a couple of candidates to become Tree Wardens from within the parish. To be reported on further when progress is made.

9.4 *Health & Wellbeing Hub/Localism Strategy:*

It was proposed by MH, seconded by NJC and RESOLVED to set up a Working Group to develop this concept further, all in favour.

9.5 *Community Composting:*

RJ has contacted Duchy of Cornwall again for permission to place a compost project at Venterdon allotments but has received no response. After discussion, it was concluded that other smaller locations within the parish should be sought, Lockett allotments was suggested but were deemed not likely to be suitable. It was noted that no arrangement should be set up without consultation. SR and Verity Groom are leading on Venterdon allotments and DC will liaise with CV to establish tenancies at Lockett, conclusions to be passed to RJ for keeping for record keeping purposes.

9.6 *Kit Hill summit building:*

JF raised on behalf of several parishioners who have asked about potential uses for the building next to the stack which currently contains telecoms equipment, could it be used for a community benefit project?

ACTION: SR to approach the Kit Hill Advisory Group and Management Group with this suggestion and Forest for Cornwall (9.7 below).

9.7 *Forest for Cornwall:*

JF detailed local possibilities for tree planting, including a 15-20 acre area on the lower Northern slope (betwixt quarry clitters & Eastern boundary, below the main Kit Hill Climb Road). CV noted that all of Kit Hill summit is a scheduled monument and most areas are protected for archaeological value. Duchy College also has a 3-4 acre leftover area above the new dairy unit, which could be planted.

It was noted that planting did feature as part of the original planning application for the Future Farm for screening from the road and James Coumbe has confirmed that this is amongst the issues which are being looked at as the project continues.

ACTION: SR & MH to raise Forest for Cornwall opportunities at next liaison meeting with Jamie Crisp of Duchy College on 15th March.

10. Parish Council finances

10.1 *To approve monthly payment schedule for January 2021:*

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

10.2 *Quarterly Review (deferred from January meeting):*

The Cashbook, Cashflow, Bank Reconciliation and Actual vs Budget spreadsheets were reviewed via screenshare.

It was proposed by SC, seconded by DC and RESOLVED to approve the Quarterly Financial Review, all in favour.

10.3 *Footpath Maintenance & Grass cutting tenders:*

Discussion took place of options for including more paths under LMP allowance (with reference to the LMP schedule circulated as pre-reading). A discussion took place about the various options available under LMP but it was determined that no change was needed to the tender list.

It was proposed by MH, seconded by SC and AGREED to send the tender out to three or more contractors for review at the March meeting.

ACTION: RJ to finalise the tender documents and seek three quotes for grass cutting and footpath maintenance for ye 2022

10.4 *Insurance Policy Review:*

The Policy Schedule was reviewed and discussion followed as to what appears as property on the schedule and values allotted to each item. Some discussion took place as to alterations in value but the items listed were agreed.

It was proposed by NJC, seconded by BL and AGREED not to alter the content of the existing schedule.

11. Parish Council Governance: (deferred until next meeting)

11.1 *Dignity at Work Policy for approval:*

11.2 *Complaint Policy for approval:*

11.3 *Cornwall Plan 2020-2050 (Localism Strategy) for adoption:*

11.4 *Elections May 2021:*

12. Items for next Parish Council meeting agenda:

- Linkinhorne NDP
- Forest for Cornwall
- Tenders for grass cutting and footpath maintenance.
- Length of meetings & Standing Orders
- Financial Risk Assessment Review
- Wellbeing Hub Working Group

13. Date and time of next meeting: Monday 15th March 2021

SR closed the meeting at 22:35

Stoke Climsland Parish Council					
Payment Schedule Current Account					
DATE	February	2021			
PAYEE	Invoice Date	Invoice #	Description	Amount	Cheque #
R. Jackaman - Parish Clerk	n/a	n/a	Salary and Reimbursements	£472.07	BACS
AG Accountancy Ltd	31.12.2021	3163	Payroll administration	£11.20	1445
David (Kiwi) Labruyere	27.01.2021	1484	For works to village green	£1,779.33	1446
Parish Hall Committee	31.12.2020	58	Wifi Charges from Jan 2020-Dec 2020	£511.83	1447
Parish Hall Committee	31.12.2020	57	Hall Hire for PC and SCCCAG 2020	£50.00	1448
NEST Pensions	19.02.2021	n/a	Employer's Contribution @ 5%	£33.62	DD
TOTAL				£2,858.05	

APPENDIX 1: S.C.A.R.P.E.R Report

1. We revisited our emergency plans and made some additions and 'pasted' them into our template
2. We continued to work on the template and have had several 'virtual' meetings since the last PC meeting
3. We await payment of the additional grant monies (*need to ask the Parish Clerk to check on the PC bank balance*).

Severe Winter Weather Action Plan (snow and icy roads):

After 48 hours of sustained sub-zero temperatures leading to icy roads or lying snow of more than 50mm across the Parish the Severe Winter Weather Action Plan will be initiated.

- The Emergency Action Coordinator will:
 - Contact the Parish Clerk to and request that the activation of The Severe Winter Weather Action Plan be published on all relevant social media platforms to advise that support is available for 'at risk' people in the parish by contacting the Emergency Action Coordinator
 - Contact the members of the SCARPER Emergency Action Team and advise them the Severe Winter Weather Action Plan has been initiated.
 - If appropriate, set up a What's App group for the Emergency Action Team for the duration of the emergency
 - Contact the Stoke Climsland Post Office that the Severe Winter Weather Action Plan has been initiated.
- A member of the Emergency Action Team will advise the Old School that the Severe Winter Weather Action Plan has been initiated and that 'at risk' people may require support.
- A member of the Emergency Action Team will contact the 4x4 owners on the volunteer list to ascertain who is available and place them on standby.
- The Emergency Action Team will establish a rota to continuously provide a contact point for the need of the 'at risk' people.