

**STOKE CLIMSLAND PARISH COUNCIL
MEETING ON MONDAY 17TH FEBRUARY 2020
AT 7:30PM IN THE AH ROOM AT THE OLD SCHOOL
MINUTES**

PRESENT: Sarah Ross - Chair (SR), Nigel Cooper – Vice Chair (NJC), Shirley Bruna (SB), Martin Howlett (MH), Phil Barriball (PB), Bonnie Lightfoot (BL), Caroline Vulliamy (CV)

IN ATTENDANCE: Ren Jackaman – Clerk (RJ), Cllr Neil Burden (NB), 8 members of the public

1. Councillor matters

1.1 To receive apologies for absences:

David Crawley (DC), Stuart Cazaly (SC), Jerry Forbes (JF)

1.2 To receive declarations of pecuniary interests:

Bonnie Lightfoot declared an interest in Planning Application PA20/0956

1.3 To receive declarations of non-registrable interests:

Caroline Vulliamy declared a non-pecuniary interest under 3.5 of the Code of Conduct relating to Lockett Swings.

1.4 To approve written requests for dispensations: None

2. Previous Parish Council meeting 20th January 2020:

2.1 To approve the minutes:

i. *Ordinary Meeting of 16th December 2019 (deferred from January meeting)*

It was proposed by PB, seconded by NJC and RESOLVED to approve the minutes as a true record of the meeting of the 16th December 2019.

ii. *Ordinary Meeting of 20th January 2020*

It was proposed by SB, seconded by NJC and RESOLVED to approve the minutes as a true record of the meeting of the 20th January 2020.

2.2 To note matters arising from the minutes:

i. Rowden Field:

Nothing to report with regard to Earl & Crocker queries as to legal position.

ii. Lockett Swings:

The transfer document has been hand delivered to Earl & Crocker. They have also asked for confirmation of the approval of the management scheme, which RJ has confirmed.

It was proposed by PB, seconded by SB and RESOLVED that RJ be the only contact for Earl & Crocker and that NJC and RJ be the only contact for Fields in Trust.

ACTION: Draft a letter to Earl & Crocker to request that everything must come through the clerk. Draft a letter to FIT with NJC and clerk.

iii. Grit Bin Filling:

Parish council owned bin locations have been emailed to CV for action as per last meeting. CV indicated that the Empetts are not able to assist with filling the bins.

- **ACTION: ask Kiwi Dave if he can help. Check with Coumbes about moving the stored grit elsewhere. Ask Ken Coumbe about grit bin filling?**

iv. Lockett Car Park:

RJ has not yet heard from David Seccombe regarding the proposal for Plymouth College students to perform a feasibility study at the car park.

ACTION: CV to provide RJ with contact details for Mr. Seccombe.

2.3 *To note items actioned since last meeting:*

- i. Lockett AED Unit & Power Supply:
Payment has been acknowledged and the unit delivered on Tuesday 11th, RJ has confirmed with BT that they will administer the electricity supply.
- ii. Kresen Kernow:
RJ has deposited lots of archive records with them and an official receipt will be coming once the records have been accessioned. There are some records which RJ is still working through which will be deposited back at the Stoke Climsland Archives in due course.

3. Public Session:

Geoff Giles: sought clarification on the proposed disaster [sic] plan. A working group of SCCCAG has been proposed. He has written a paper on how the plan could be implemented and the template for a community Resilience Plan has been shared by the clerk.

It was clarified that the Community Resilience Plan would be PC owned but community based. It was suggested also that Duchy College and Stoke Climsland Primary School be incorporated as a body with an existing plan.

ACTION: MH, BL, NJC the clerk and Geoff Giles form a working party to begin work on a draft plan.

Richard Vulliamy: (arrived during the public session) Proposed that the LSC be formally thanked for their work over the last several years, including David Seccombe, Sonia Seccombe, Kim Tasker, Simon Streatfield, Ben Hard, Andrew Williams, Alastair Guy, Brian West, and Caroline Vulliamy.

ACTION: Draft a letter of thanks to the chairman Andrew Williams

Richard Davies: (Treasurer of SCCCAG) seeks funding support from PC to help with administrative costs. They do not yet have a budget. Mr. Davies asked if there was a possibility of seeking funds from the Community Solar fund grant. They are ready to set up a bank account once the steering committee has ratified it, so within about three months.

4. Correspondence received:*

Rosie Martin, a Lockett resident, has expressed concern that the proposed siting of the new noticeboard will block her view of the river.

ACTION: clerk to draft a letter in response explaining that the standing orders indicate that there is no opportunity to change a decision for six months. The LVA and members of the public were consulted and the proposal is the consensus.

One member of the public left

5. Planning matters*

5.1 *Planning Applications:*

(BL left the room).

- **PA20/00956 Mr & Mrs G. Turner, Land at Rear of Barn Cottage, Trehill, Downgate, PL17 8JU**
Erection of new 3 bedroom detached dwelling with link attached garage.
Pre-app was submitted in July 2019 and was confirmed positively, so this is the application proper. The plans have not changed significantly.
It was proposed by MH, seconded by PB and RESOLVED to support this application, all in favour.

(BL re-entered the room).

One member of the public left.

5.2 *Enforcement: Refusals, Approvals & Appeals:*

- **PA20/00039 Mr. Alastair Martin, Burraton Farm with Horse Engine House, Stoke Climsland, PL17 8PY** Listed Building Consent for the installation of a timber access staircase to the north elevation of the traditional barn with horse engine house at Burraton Farm.
STATUS – approved with one condition
- **PA19/11173 Mr. J. Garwood, Blue Arch Barn Annex, Norton Barton, Stoke Climsland PL17 8QF** Change of use from annex holiday use to separate unrestricted dwelling use.
Status – approved with conditions
- **PA19/10446 Land West of Old Mill Farm Stoke Climsland, Cornwall PL17 8LB** Works to trees covered by a Tree Preservation Order, namely remove split tree; reduce crown of clump of ash trees; pollard or remove clump of willows; pollard alder clumps at the side of the caravan and the rear of the shed and remove the overhanging branches of the trees along the road frontage. **STATUS – withdrawn**
- **PA19/06480 Mrs. Verity Groom, Land Adjacent to Little Norton, Stoke Climsland, PL17 8QF** Stationing of two shepherd's huts for holiday accommodation. **Status - awaiting decision** Clerk is in correspondence with the Planning Officer, Emma Venning re: 5 day notice.
- **PA19/09812 Mrs S. Harvey, Spring Cottage, Tutwell, Callington PL17 8LU** Proposed alterations, refurbishments and conversion of outbuildings adjacent to a Grade II Listed Building to use as a Holiday Let. **STATUS – approved with conditions**

5.3 Other Planning:

- NJC addressed the procedures for 5-day notices, stating that as communication when dealing with 5-day notice is necessarily by email, it should therefore be kept simply to the vote for one of the three options, to the clerk only, rather than debate with all members. Alternatively, where appropriate an emergency planning meeting should be held. This met with general agreement.
- PB asked if there was any progress on the Taylor's Shop enforcement issue. The clerk confirmed that there had not been any news, as did Cllr Burden.
ACTION: contact enforcement re: Trevenn Wood at Taylor's Shop

6. Transport & Highway matters:

- SR and NB have reported a dangerous road issue at Norton junction in Treburley following a recent accident in which a car left the road and was not visible or accessible by police and emergency services. SR and NB both contacted Highways and Oliver Jones response is as follows:
"I will certainly revisit this location with regards to a Vehicle Restraint System (VRS) and whether the criteria has changed in recent years, in the interim period we do have maintenance works planned for this section which includes the replacement of the hazard marker posts which are currently found on the bend areas, although these will not retain a vehicle they are of great benefit in highlighting the direction of the road and approaching hazards, especially in poor conditions and at night".
ACTION: Draft a letter to Lezant PC, Cllr Burden and to Oliver Jones to follow up.
- BL noted that many members of the public around the parish have helped to clear drains and offered her thanks for this effort.

7. Regular updates:

7.1 Report from Cllr Burden:

- The accident at Treburley is not the first time, especially with regard to crashed cars not being visible from the road.

- Tim Dart at TVAONB has now got the tenders for the soil testers through the DEFRA scheme, fifteen farms are taking part.
- The kidney dialysis centre at Pennygillam in Launceston has closed and patients are now referred to Treliske or Derriford.
- North Hill Climate Change Weekend was excellent, enthusiastic, practical and educational. There is a need to protect existing trees but also to plan tree planting carefully so as not to inadvertently do more harm to other environments.
- Cornwall Council budget will be formally set in a week's time.
- 4000 houses proposed for Truro which will incur borrowing of £600 million by Cornwall Council.
- TVAONB annual forum is on the 17th March at Tamar Valley Centre 2pm-7pm
- Broadgate Engine House at Lockett has been restored to a very high standard.
- An original beam engine has been found in Cornwall.

A member of the public left.

7.2 Duchy College:

Update on footpath 7 from Phil Brown.

"Pre half term – preparatory work by the College. Approx. two weeks after half term – creation of drain (4inch half pipe) to run down the left of the path, infill of eroded trench with stones provided by Cornwall Council, and compacted, with groyne across at intervals. Stones will be delivered by Cornwall Council and enclosed in an area just above the current ACO drain

Late April/May – Cornwall Council to raise exposed drain towards the top of the path and infill around, replace ACO drain at the top of the path.

Cornwall Council advise that due to the way in which the work will be managed there will at all times be access for pedestrians, so no footpath closure required".

SR, MH and Clerk will meet with Jamie Crisp next month.

MH asked for thanks to be recorded for a very successful open event at the Duchy College, including the visit to the Future Farm. Issues relating to lack of solar lighting and water catchment arrangements at the new build were noted by a lot of the attendees.

7.3 Parish Hall Project update:

MH reported that regular meetings are happening with the Princes Foundation as preparation for the full application is ongoing. The Parish Hall Committee is now a fully associated CIO.

7.4 Stoke Climsland Primary School:

Nothing to report, next meeting is on 23rd March. MH asked to remind them about CRP

7.5 Community Facilities Group update: at recent meeting future plans were addressed and there is a future all groups meeting planned.

7.6 Neighbourhood Development Plan:

Nothing to report, proposed meeting for council to review the draft plan. See 9.1 below.

7.7 Community Network Panels:

Shared speed sign will shortly be available, Caradon CNP has requested prioritised locations of the four requested. Downgate and Lockett were prioritised and the location for the sign should be the verge next to Hightrip Lane in Downgate and the cut in by the miners' cottages in Lockett.

ACTION: Inform Helen Fincham of the chosen priorities and locations.

7.8 Stoke Climsland Climate Change Action Group:

JF provided a report of the last meeting in absentia. The next Steering Group meeting is on Monday 24th February. The Carbon Audit report has been received. The next members meeting is on 9th March.

8. Parish Council finances:

8.1 To approve monthly payment schedule:

The clerk requested that the CORMAC and TAMARFARMS cheques not to be signed as both invoices are incorrect.

It was proposed by NJC, seconded by PB and RESOLVED that following the above omissions, the payment schedule be approved.

8.2 To discuss funding assistance for SCCCAG:

ACTION: send Richard Davies a grant application form.

8.3 To review tenders for Lockett Noticeboard:

Three tenders for the noticeboard construction were received and reviewed.

It was proposed by NJC, seconded by BL and AGREED to accept the tender of Dave Labruyere at £186 including VAT.

8.4 To review the updated tender document for Grass cutting contract:

RJ has drafted the tender document for this year, it is being adjusted with reference to Cornwall Council Pollinator Action Plan 2019-2024. The recommendation is for cutting to be reduced and chemicals banned. There is an option for leaving a small area at each site to be preserved uncut to establish species of flora and fauna present (1 m²) and then the species which emerge to be detailed in a report. This information will help to inform the Climate Action Plan to be drafted with the help of SCCCAG. After discussion it was decided that Lockett Car Park be reduced to 3 cuts, 1st cut in May, one in advance of Duck Day (20th June) and then August/September after seeding. A metre strip on the left of the entrance ramp, flush to the hedge, to be left uncut for study.

Stoke Hill, two cuts a year with the metre strip more often.

ACTION: CV to work out shrubbery pruning needs at Stoke Hill.

ACTION: tender for hedge trimming at Rowden Field, Downgate Playing Field, and contact Graham Penney re: Lockett, Greenscombe Lane inside and out. Add this to the agenda for December 2020 meeting.

9. Parish Council Governance:

9.1 Arrangements for NDP Draft Consultation:

This meeting is set for 3rd April 2020, CV can't attend.

ACTION: Ask Deri Parsons if a date in May is possible.

9.2 Arrangements for Annual Parish Meeting:

Confirmed for 27th April 2020 at 7:30pm in the Parish Hall, as a separate event from PC meeting.

ACTION: book Parish Hall, invite local groups.

9.3 Website Rebuild:

Proposed meeting on 9th March with RJ, SC, DC, Kim Cazaly, Deri Parsons and Rob Flavin to review options and agree next steps.

9.4 Fast Track CiLCA qualification:

RJ has been made aware of this option which has been developed by CALC due to issues relating to unqualified clerks and the general power of competence. It is much cheaper than the main CiLCA as Councils with gross income £5,001 to £75,000 and CALC membership will pay £275+VAT split with St. Mellion PC. St. Mellion PC have already agreed.

It was proposed by NJC, seconded by CV and AGREED to approve the clerk's enrolment on this course.

9.5 Councillor emails:

There was a discussion of proper use of emails and a reiteration that email threads should not take on the form of debate outside of council meetings, this met with general agreement.

10. Items for next Parish Council meeting agenda:

Waste bins

11. Date and time of next meeting 16th March 2020 in the Parish Hall

SR closed meeting at 22:10pm

Stoke Climsland Parish Council					
Payment Schedule Current Account					
DATE	17th February 2020				
PAYEE	Invoice Date	Invoice #	Description	Amount	Cheque #
R. Jackaman - Parish Clerk	n/a	n/a	Salary and Reimbursements	£499.87	1393
Angela Greenhough Accountant	03.02.2020	2795	Payroll administration	£10.85	1394
Luckett Memorial Gardens	n/a	n/a	donation towards upkeep	£85.00	1395
Old School Community Project	n/a	n/a	donation towards recycling facilities	£320.00	1396
CORMAC*	24.01.2020	IN098664	Groundworks for Venterdon Bus shelter	£10,192.28	1397
Tamarfarms*	14.11.2020	391	rent of Luckett allotment 2018-2020	£355.00	1398
Rural Services	14.02.2020	1639	Repairs to Play Equipment at Downgate	£932.40	1399
NEST Pensions	19.02.2020	n/a	Employer's Contribution @ 5%	£33.69	DD
TOTAL				£12,429.09	

*Cheque not signed as invoice is for incorrect amount.