

AGENDA

28th October 2020

NOTICE is hereby given that a Virtual Meeting of the Parish will be held on as directed at 7.15 to which members are summoned to attend

Join Zoom Meeting

<https://us02web.zoom.us/j/85440849757?pwd=TmhXWnRsdUISeTY3KzdZNRzY0FWdz09>



Meeting ID: 854 4084 9757

Passcode: 557282

The Zoom meeting will be open at 7.00pm and members are requested to be prepared by 7.15pm

The first order of business will be the election of a Vice Chair of Parish

1	<p>To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting</p> <p>To note the resignation of Councillor(s) Turton and Brunt</p>	
2	<p>Members declarations</p> <ul style="list-style-type: none"> a. Disclosable pecuniary interests b. Non-registrable interests c. Declarations of gifts d. Applications for dispensations 	
3	<p>Allow up to 15 minutes for written public questions submitted in advance (please email clerk@stcleerparishcouncil.gov.uk three working days prior to the meeting)</p> <ul style="list-style-type: none"> 1. Paul and Natalie Bendelow – Redgate <p>Correspondence</p> <ul style="list-style-type: none"> 1. Sibleyback Road Maintenance (Referred to ME/SWLT/Highways) 2. Request for a named Liaison with the Office of the Police Commissioner 3. External Auditor report for the AGAR received (Circulated) 	
4	<p>Minutes of Previous Parish Council meeting</p> <p>To receive and approve minutes of the last meeting(s)</p> <ul style="list-style-type: none"> • EXO 20.10.2020 (Circulated) • Parish 23.9.20 (Circulated) • Estates 14.10.20 (To note) <p>Report of meetings attended on behalf of the Parish Council</p> <ul style="list-style-type: none"> • Liskeard and Looe Network Panel (Minutes circulated) <p>Code of Conduct Councillor Training (E Mail Corporate.Governance@cornwall.gov.uk to book)</p> <ul style="list-style-type: none"> • 9 November between 10.00 - 12pm • 17 November between 14.00 – 16.00pm • 3 December between 10.00 - 12pm 	
5	<p>Matters Arising</p> <ul style="list-style-type: none"> • WC in St Cleer Village – review of RA • In Person Meetings Review – (to agree monthly to March 2021) • Clerk Laptop - Purchased • Network panel EOI – Sent and bollards x4 granted • Membership of Committees - fill vacancies – Estates • Councillors declarations and Privacy Notice form audit • Speed Camera ready to install once Jubilee clips arrive • Covid Banners ordered and ready to install once delivered 	

6	Report from Cornwall Councillor <ul style="list-style-type: none"> Trees in Tremar Lane Bus Shelter Grant Application (Redgate) 	
7	Motion to Censure Councillor Seage Pursuant to MO Decision <ul style="list-style-type: none"> Motion Circulated Zoom Protocol 	
8	<p>Planning Applications since the last meeting (additional applications received prior to the meeting will be added to this list). The St Cleer NDP is to be found here: https://plansupport.services/wp-content/uploads/2019/11/st-cleer-parish-ndp-mark-2-Deposit-Draft-Corrected2-compressed.pdf</p> <p>Name for new Housing development adjacent to Railway Crescent, Darite (Champion Groundworks)</p> <ul style="list-style-type: none"> Cleer View Polwrath Close Trackside <p>Outline application for demolition of existing dwelling and buildings, and the construction of three dwellings with garages with all matters except access reserved</p> <p>Planning Application Beechwood View Redgate Liskeard Cornwall PL14 6RU Ref. No: PA20/07779 Received: Thu 10 Sep 2020 Validated: Fri 25 Sep 2020 Status: Pending Consideration</p> <p>Development of a two storey self build dwelling with garage</p> <p>Planning Application The Store Rosecraddoc Bungalow Estate Tremar Liskeard Cornwall PL14 5BU Ref. No: PA20/08053 Received: Sat 19 Sep 2020 Validated: Sat 19 Sep 2020 Status: Pending Consideration</p> <ul style="list-style-type: none"> Lucy Harman - Architect has asked to speak to the application <p>Construction of extension to Shear Barton (Barn B) to form additional bedroom and bathroom.</p> <p>Planning Application Shear Barton Common Moor Cornwall Ref. No: PA20/08065 Received: Fri 18 Sep 2020 Validated: Thu 01 Oct 2020 Status: Pending Consideration</p> <p>Demolition of existing storage barn and erection of a new dwelling house</p> <p>Planning Application East Tremar Barn Road From Cloamers To Junction South Of Kimberley Tremar PL14 5HF Ref. No: PA20/08761 Received: Fri 09 Oct 2020 Validated: Fri 09 Oct 2020 Status: Pending Consideration</p> <p>Existing conservatory to be replaced with proposed garden room and bathroom/walk in dressing room over</p> <p>Planning Application Trethevy Manor Darite Liskeard Cornwall PL14 5JY Ref. No: PA20/08833 Received: Mon 12 Oct 2020 Validated: Mon 12 Oct 2020 Status: Pending Consideration</p> <p>Works to a Tree in a Conservation Area, namely fell Acer with large inclusion and fell three Sitka Spruces</p> <p>Planning Application Tremist Minions Liskeard Cornwall PL14 5LF Ref. No: PA20/09078 Received: Tue 20 Oct 2020 Validated: Thu 22 Oct 2020 Status: Pending Consideration</p>	<p>Due to the nature of Virtual Meetings it is necessary for all Councillors to have inspected the documents on the Cornwall Portal PRIOR to the meeting</p>
9	RBL Bench Motion - Appended	
10	TOR Community Engagement and Emergency Planning Working Group (Appended)	
11	Co-option of Councillor – application form circulated	

St Cleer Parish Council
RBL Bench plus second Bench at St Cleer Church

Date of Document:	20.7.2020
Committee / Sub Committee the motion is intended for:	Parish
Date of that Meeting:	September
Proposer:	SxH
Seconder:	
3 rd and 4 th Signatories if required under Standing Order	

Situation: 2 Benches in St Cleer need to be managed
Background: There are 2 benches opposite Market Inn; neither are on the Asset Survey documentation and the Asset List is not explicit in this matter RBL now have folded and were under the impression that Parish had adopted their bench which is clearly marked.
Assessment: The Benches have not been assessed or maintained since 2018. Responsibility for them in absentia of documentation needs to be determined. Parish needs to work with RBL to ensure safety in the village
Proposed Motion: 1. To accept liability for the RBL bench or to work with RBL to have it removed. 2. To accept liability for the second bench or not 3. Once 1 and 2 above are concluded to ask for an assessment of the health and safety of the benches be conducted by the Clerk and remedial actions taken (removal of both should it be deemed necessary) 4. Clerk to report back to Estates should bench provision at that site need to be supported 5. RBL have £200 to contribute to remedial actions and could be approached for support to progress this matter

COMMUNITY ENGAGEMENT AND EMERGENCY PLANNING TASK AND FINISH GROUP

The Council will review and determine the terms of reference for all Task and Finish Groups and Working Parties at the annual meeting of the Council.

Appointment: - The Task and Finish Group members are appointed by the Parish Council.

This is an informal group with no delegated authority to act independently

Other members – Other members will be drawn from Council or from any individuals with specific expertise in community responding or who may be a key contact during such a crisis

General

The Task and Finish Group shall comply with all Council's policies, protocols, systems and procedures including the Standing Orders and Financial Regulations and any other statute within legislation.

Objective

To promote those activities that engage with the electors and residents of St Cleer that benefit the locality; including but not exclusive to all elements of community engagement and emergency planning

Aim	Objectives
Develop the St Cleer Emergency Plan, a first response plan, for St Cleer in case of major incident	This is a very boundary and time specific Parish supported intervention aimed at: <ul style="list-style-type: none"> • Identification of key people • Key communication methods • Communication Strategy • Initial evacuation sites with suitable accommodations provided • Initial identification of vulnerable people within the village • Identification of resources within the village eg water, power, machinery • Enabling the Police, Ambulance, Fire and other agencies access to the village and assisting with the management of traffic flow to enable this and to protect others • Provision of equipment to be used in extreme circumstances • Provision of information to Gold Command Centre in advance to enable a co-ordinated response to St Cleer as and when needed
Communication Strategy <ul style="list-style-type: none"> • Within the village • Without the village 	<ul style="list-style-type: none"> • Proactive plan of community engagement; competitions, surveys and mailshots • Contemporary website • Engaging social media; Live streaming of meetings on zoom • Planning applications on social media • Meetings published on Social Media • Links to Minutes on Social Media
Development of a Business Continuity Plan for the Parish	<ul style="list-style-type: none"> • Back up / Cyber safety adequate • IT outage / ITC inadequacies for the workplan • Virtual Meeting arrangements • Clerk replacement / locum
Promotion of initiatives that will promote both community cohesion and ability to respond to major incident	<ul style="list-style-type: none"> • Community Resilience Training (e.g. Duke of Cornwall Awards) • Red Cross Reserves • Heart start courses (use of AEDs) • Use of Allotments (Fill capacity) • Work with antisocial behavior to improve St Cleer – Driving behavior and criminal damage • Receive reports on data from the mobile speed camera • Agree rotation of the camera • Support of the St Cleer Environmental Group

**ST CLEER PARISH COUNCIL
COMMUNITY ENGAGEMENT TASK AND FINISH GROUP**

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Objective The short term provision of an effective Communications Strategy which will form policy and practice in the future

Aim	Objectives
Strategy	Short medium and long term aim
<ul style="list-style-type: none"> • Within the Parish • With other Parishes • With Cornwall Council 	Published
Public Relations	Shift from Firefighting to proactive plan
<ul style="list-style-type: none"> • Media Strategy 	
Social Media	Increase Councillor involvement as Admins Increase media presence
<ul style="list-style-type: none"> • Facebook • Instagram • Twitter 	Achieved Achieved
Promotion	Fill allotments
<ul style="list-style-type: none"> • Allotments • Use of Pavilion 	Achieved
St Cleer Website	Tender and revision Cornwall
<ul style="list-style-type: none"> • Links to Cornwall Council 	Achieved <ul style="list-style-type: none"> • Register of interests • Complaints • Planning portal
Live Streaming meetings	Tender
<ul style="list-style-type: none"> • CCTV Tender 	Achieved
Noticeboards	Agenda and minutes
<ul style="list-style-type: none"> • Agendas and Minutes • Locations 	<ul style="list-style-type: none"> • Darite • Crows Nest • Redgate • Tremar • Treverton Static info <ul style="list-style-type: none"> • Trevethy Quoit • Siblyback

Noticeboards <ul style="list-style-type: none"> • Agendas and Minutes • Locations 	Proactive publication Agenda and minutes <ul style="list-style-type: none"> • Darite • Crows Nest • Redgate • Tremar • Trecarne • Horizon • Pavilion Static info <ul style="list-style-type: none"> • Trevethy Quoit • Siblyback
Publications <ul style="list-style-type: none"> • Granite Post • Clerestory 	Regular publication of Parish business
Publication Policy	Annual Review and publication Website to be updates post all meetings
Events <ul style="list-style-type: none"> • Remembrance • Operation London Bridge 	Arrange road closure for events Provide TTRO Section 8 Marshalls

Developed from TOR for Community Engagement and TOR for Emergency Planning

CommEngagement meeting 16.9.20

Parish 28.10.20

Publications <ul style="list-style-type: none"> • Granite Post • Clerestory 	Achieved
Publication Policy	Annual Review
Events <ul style="list-style-type: none"> • Carnival • Remembrance • Operation London Bridge 	Policy Achieved Remembrance
Volunteers <ul style="list-style-type: none"> • Link to Emergency Planning 	
Planning	Proactive publication of Agenda Link to Cornwall Planning Achieved Achieved