

**St Cleer Parish Council**

**Minutes of the Parish Council Annual General Meeting on 27<sup>th</sup> January 2021, held virtually**

Penelope Andrews, Councillor		In Attendance
Sue Harbord, Councillor	Vice Chair of Council	In Attendance
Suzanne Horsfield, Councillor		In Attendance
Gayle Hollington Wyatt		In Attendance
Peter Nash		In Attendance
Jon Prinn, Councillor	Chair of Council	In Attendance
Clive Sargeant, Councillor		In Attendance
Brian Seage, Councillor		In Attendance
Brian Smith, Councillor		In Attendance
Chris Ullman, Councillor		In Attendance
Derris Watson, Councillor		Apology Accepted
Andy Webb, Councillor		Absent
Vacancy		
Martin Eddy, Cornwall Councillor	St Cleer, St Neot and Warleggan	Apology Accepted
Roni Jones		In Attendance
Members of the Public		10

Item 1	<p><b>To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting</b></p> <p>JP proposed, seconded by SxH to accept the apologies as noted above. Carried</p>
2	<p><b>Members declarations</b></p> <ul style="list-style-type: none"> <li>a. Disclosable pecuniary interests</li> <li>b. Non-registerable interests</li> <li>c. Declarations of gifts</li> <li>d. Applications for dispensation</li> </ul> <p>SH and SxH declared an interest in relation to the Memorial Hall; it was determined by the chair that this was not an interest under a or b above</p>
4	<p><b>Allow up to 15 minutes for written public questions</b> submitted in advance (please email <a href="mailto:clerk@stcleerparishcouncil.gov.uk">clerk@stcleerparishcouncil.gov.uk</a> three working days prior to the meeting)</p> <p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>1. Social Media Concerns about the Shop at Penhale – Statement from the owner’s agent provided</li> <li>2. Social Media Concerns about the closure of the outdoor gym per ordinance – The matter is a government directive</li> <li>3. Grit bins and provision of salt – see Estates Motions (Hendra Close has requested a further bin since the Estates meeting) – See below</li> <li>4. Speed at Tremar lane – See ‘Speed Camera’ below</li> <li>5. A request to know the amount of money the Parish spends on maintaining the football pitch annually including equipment against how much money is received from the football club. Two figures please –</li> </ul>

	<p>The information requested as to the spend is not available in the format requested. The rates applied to the football teams are published on the website (Hire Rates)</p> <ol style="list-style-type: none"> <li>6. Dog fouling Kilmar Way - Noted</li> <li>7. Cornwall new format for the Footpaths Mowing contract (DA for Clerk to sign the contract) – Proposed by JP and seconded by PN to give the clerk authority. Motion carried</li> </ol>
5	<p><b>Minutes of Previous Parish Council meeting</b> To receive and approve minutes of the last meeting(s)</p> <ul style="list-style-type: none"> <li>• 16 December 2020</li> </ul> <p>JP proposed and SH seconded that the minutes were accepted as a true record. Motion Carried. GHW asked for clarification of anacronyms in documents; a list to be sent to Clerk for action.</p> <p><b>Report of meetings / training attended on behalf of the Parish Council</b> SxH – H&amp;S GW – GDPR, Equality, FOI, H&amp;S SH - Internal control, finance for Councillors</p> <p><b>CALC Training for St Cleer: 3<sup>rd</sup> February 2021 7pm</b> All Present confirmed that they will attend on the 3<sup>rd</sup>; save for CS who may be unable but will advise on the day. At the same time JP asked all to confirm that all are content with their data as presented on the website. BSm to advise of an issue of Concern, he will feed this to JP. GHW asked that her name be accurately reflected as Hollingworth Wyatt not simply Wyatt.</p> <p><b>Training opportunities:</b> <b>Training – book</b> by emailing <a href="mailto:enquiries@cornwallalc.org.uk">enquiries@cornwallalc.org.uk</a> <b>Finance for Councillors</b> - May to July 2021 <b>Internal Controls</b> - 10 December 2020, 26 January, 11 February 2021. <b>The Role of Internal Audit</b> - 4 and 16 February <b>Year-end Accounts &amp; Audit</b> - 11 dates from 10 February to 20 April 2021.</p>
6	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>• WC in St Cleer Village – See Estates</li> <li>• In Person Meetings Review – (to agree monthly to March 2021) JP proposed continuance of virtual meetings; seconded by GHW. Motion carried</li> <li>• Mobile Speed Camera – JP is to set up a working party (with RAMS) to install in Fore Street given staff absence and shielding. SxH+1; PA indicated willingness to attend</li> <li>• SW Councils Membership – Progressed. Preliminary meeting to be confirmed</li> <li>• Penhale Lane (to be used for the new development at Horizon- see below). JP proposed support, seconded by SH. Motion carried</li> <li>• 2 Data Protection Beaches addressed – BSm asked whether those involved had been advised. One case related to the confidential leak and the other was unclear and therefore action limited.</li> <li>• AED Tremar Lane and Horizon – Progressing - £500 in hand from the Community Funding Group – The Horizon AED (Defibrillator) will likely be placed on the wall outside the shop’s yard to afford 24-hour access. Dutchy Alarms progressing this</li> </ul>
7	<p><b>Report from Cornwall Councillor (Written submission)</b></p> <p>Locally, the signs at Redgate seem to be having some effect on traffic speeds and I have asked Cormac to put up an additional "Redgate" sign on the Bolventor road. Cllr Watson passed 4 bus shelter designs to Cormac who have forwarded them to Historic England for comment.</p> <p>The reply below was received in reply to my request for Well Lane to be added to the salting route. It, at least it gives us a number to report the need for salting: <i>Our policy for treatment is based on national best practice. We are not able to treat 100% of the network, and of the total 7400km of county road, about 1400km is on the precautionary salting network. This leaves around 6000km which is not routinely salted. The link below will provide you with detailed information on our salting routes which may be of assistance to you should you require further information.</i> <a href="http://www.cornwall.gov.uk/transport-and-streets/roads-highways-and-pavements/highway-maintenance/gritting-and-winter-maintenance/?page=4532">http://www.cornwall.gov.uk/transport-and-streets/roads-highways-and-pavements/highway-maintenance/gritting-and-winter-maintenance/?page=4532</a></p>

- Further to your email below; The precautionary salting network has been developed to include the following roads: - most heavily-trafficked roads in the county based on the hierarchy developed for the Highway Maintenance Manual;- access roads to sites of strategic importance not included above, including but not limited to hospital minor injury units, health centres, major transport interchanges and most fire stations;- access roads to all of the county's public and private secondary schools; and-all B roads that are not covered by the above. The precautionary network comprises about 1400km of roads, identified on the individual routes included within the detailed operational procedures. Each route has been designed to ensure that it can be completed within a treatment time of 3 hours for normal salting activities and to maximise route efficiency. Any treatment to the minor networks would be as a secondary route once the precautionary network was completed, should you encounter icy or snow-covered roads, please report them on 0300 1234 222; should resources be available full consideration will be given to reactive treatment.

Council Tax 2021-22: In this hardest of times, a draft budget has been discussed which at least does balance the books for this year. It has used voluntary redundancies and reserves to achieve the balance. Reserves have now reached the minimum required for emergencies. It is predicated on a 2% increase in Council Tax to fund services provided by the Council and 2.99% increase in the tax to fund Adult Social Care. This local taxation to fund Adult Social Care now seems to be the Government's preferred method of funding those services which accounts for £1 in every £4 spent by the Council.


The Winter Covid Grant is open for applications and details are set out below. It is being targeted at those residents who are facing financial hardship and who are in need of this financial support. *The conditions of the grant specify that financial help can be given in the following areas:*

1. Food
2. Energy and water bills for household purposes (including drinking, washing, cooking, central heating, and sanitary purposes) and sewerage.
3. Other essentials (including sanitary products, warm clothing, soap, blankets, boiler service/repair, purchase of equipment including fridges, freezers, ovens, etc.). Please consider all residents who you are working with who are facing financial hardship and who are in need of this financial support. All grants must be allocated by the end of March.

To apply for the Covid Winter Grant, please use the contact information below. For items relating to home heating such as fuel bills or breakdown in heating equipment such as oil tanks or boiler repair please contact Community Energy Plus by emailing [advice@cep.org.uk](mailto:advice@cep.org.uk) or phoning [0800 954 1956](tel:08009541956).

For help with food and other essential household items visit our website here: <https://www.cornwall.gov.uk/advice-and-benefits/benefits/crisis-and-care-awards/>

8 **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>**

**Construction of storage shed.** 

Land South East Of JRD Market Garden Bungalow Bakers Hill Tremar Cornwall  
Ref. No: PA20/10724 | Validated: Thu 10 Dec 2020 | Status: Awaiting decision

CS proposed and was seconded by SxH to support this application. Motion carried

**Change of use of bar/restaurant to holiday unit.** 

The Village Inn 52 Rosecraddoc Bungalow Estate Tremar Liskeard Cornwall PL14 5BU  
Ref. No: PA20/11397 | Validated: Tue 29 Dec 2020 | Status: Awaiting decision

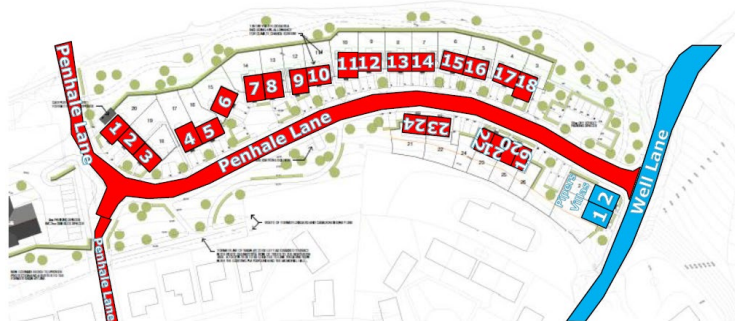
Elector addressed the meeting. CS proposed and was seconded by BSm to support this application. Motion carried

PA21/00238

Non Material Amendment (2) to vary extant floor levels, vary utility room external door to window and vary bedroom two patio door to window (Application number PA17/08138 dated 7/12/2018 relates)  
Land At Stag Inn Fore Street St Cleer Cornwall  
Mr And Mrs Tony Hodson

JP proposed and was seconded by CS to support this application. Motion carried

To endorse the numbering in Penhale Lane as suggested:



As above

Non Material Amendment for changing the colour of the windows and the wall finish to painted render (Application PA19/05195 dated 16th August 2019 relates)

Planning Application

Oaklee Barn St Cleer Liskeard Cornwall PL14 6RR

Ref. No: PA21/00485 | Received: Tue 19 Jan 2021 | Validated: Tue 19 Jan 2021 | Status: Pending Consideration

JP proposed and was seconded by BSm to support this application. Motion carried

**Application** PA21/00286  
**Proposal** Proposed first floor extension and internal alterations  
**Location** The Croft Road From Plym Cottages To Suncrest Higher Tremar Liskeard  
**Applicant** Mr And Mrs Badham  
**Grid Ref** 225168 / 69416

JP proposed and was seconded by GHW to support this application. Motion carried

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#### Update from Estates

- CS has taken the role of Vice Chair
- Parish is asked to consider a revised risk assessment in relation to the WC in the village – the issues of cleaning regime remain an issue; a new RA has been circulated to Estates and suggestions requested. Without significant cost implication to Parish, for low use given lockdown, the balance remains strongly advised by the Clerk. To continue to review
- Rubbish removal at the Allotments – Skip authorised and booked.

#### Gritting within the Parish

Following debate and an agreement that a wider audit of grit bin location and need in the Parish be undertaken the following motion was amended and proposed by SH; seconded by PA and carried

- Councillor audit of bins and a list drawn of those in need of supply
- Purchase of 3 new bins £600
- Palette of Grit (42x20kg) purchase at £159
- Delivery of both items to Contractor's site; Contractor requested to install bins and fill all as required with the grit purchased at a cost of £25.00 per bin (number of bins TBC by Councillors above)
- Clerk to pursue issues with Cornwall about annual fill and remedy

#### Planned Management of the Allotments

JP Proposed and GHW seconded the motion as follows. Motion Carried

	<p>Parish to mandate Estates to:</p> <ul style="list-style-type: none"> <li>• Work up a JD for an Allotments secretary to be appointed in house on a zero hours contract to meet the needs of the Parish in terms of day-to-day management of the Allotments</li> <li>• Any work on this will be returned to Parish for full resolution</li> </ul>
10	<p><b>Finance outturn to 31.12.2020 - circulated</b></p> <p>Income 100%; Spend 70% at the end of the 3<sup>rd</sup> quarter – several large expenditures in the last quarter. No questions</p>
11	<p><b>Motion for Coastline Housing</b></p> <p>JP Proposed and BSm seconded the following motion. Motion Carried</p> <p><b>Proposed Motion:</b> Under Delegated Authority:</p> <ul style="list-style-type: none"> <li>• Request that Coastline Housing install a suitable pole and armour-plated underground cabling with appropriate cabling to enable CCTV monitoring any extraneous costs to be covered by the Parish</li> <li>• Draw up a memorandum of understanding with the Memorial Hall about CCTV Monitoring and costs both initial and longer term; to cover GDPR regulations and access for the Parish or their appointees as appropriate – this to be agreed by Parish</li> <li>• To bring back to Estates who are given delegated authority to authorise the expenditure incurred in this matter</li> <li>• To progress grit bin coverage for Penhale Lane</li> </ul>

Meeting closed at 20.44