

**St Cleer Parish Council**

**Minutes of the Parish Council Meeting on 22<sup>nd</sup> January 2020, held at Sports Pavilion, St Cleer**

Penelope Andrews, Councillor		In Attendance
Martin Brunt, Councillor		In Attendance
Sue Harbord, Councillor	Chair of Council	Apology accepted
Suzanne Horsfield, Councillor		In Attendance
Jon Prinn, Councillor	Chair of this meeting	In attendance
Clive Sargeant, Councillor		In Attendance
Brian Seage, Councillor		In Attendance
Martin Shead, Councillor	Resignation accepted	
Brian Smith, Councillor		In attendance
Tony Turton, Councillor		In Attendance
Chris Ullman, Councillor		In Attendance
Derris Watson, Councillor		Apology accepted
Andy Webb, Councillor	Vice Chair of Council	Apology accepted
Martin Eddy, Cornwall Councillor	St Cleer, St Neot and Warleggan	In Attendance
Roni Jones		
Members of the Public		2

<b>Item</b>	<b>Apologies for Absence</b>	<b>Action</b>
1	<p><b>Apologies for Absence</b> As above</p> <p>The Clerk called for a volunteer to Chair the meeting and JP put himself forward he was proposed by BSm and seconded by SxH and the motion carried; He assumed the Chair</p> <p>A vacancy will be called on 23.1.20 (election or co-option)</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 dispensations</li> </ul> <p>None</p>	
3	<p><b>Close the meeting to allow up to 15 minutes for public questions NONE then</b></p> <p><b>Correspondence:</b></p> <p><b>Complaint about litter at St Cleer Layby – Noted</b></p> <p><b>Report to Cornwall about broken footpath sign - 615/12/1 Reported</b></p> <p><b>Road Gritting near the school(s) - Defer to Estates</b></p>	

	<p><b>Request for Percentages on Pie Charts in Community Newsletters – Noted</b></p> <p><b>Woodland Trust</b> SxH was in contact with the Trust and has requested 30 Saplings to be planted in and around the Parish</p>	
4	<p><b>Reopen the meeting (public may only contribute on invitation)</b></p>	
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>• 18th December</li> <li>• 8th January 2019 Estates (to Note)</li> </ul> <p>The minutes of the 18.12.19 Were proposed as an accurate record by JP and seconded by PA; Motion carried.</p> <p>Report of meetings attended on behalf of the Parish Council</p> <ul style="list-style-type: none"> <li>• CU and ME at Penhale / Reforestation – roll over to Item 7</li> <li>• Training for Councillors: PA and CU commented on the usefulness of the session</li> </ul>	
6	<p><b>Matters Arising</b></p> <p><b>PA19/10198 (delegated to Estates) – Application Supported</b></p> <p><b>HSBC – Further £30 refund received</b> Noted; account no longer sweeping</p> <p><b>Unity Bank changes enacted</b> – BSm now an active signatory</p> <p><b>Information to electors on agenda more explicit</b> – Councillors considered this useful and a vote of thanks was expressed to the resident who had made the suggestion</p> <p><b>Skate Park Tender – Motion for Funding Engagement Activities circulated</b> Tender Published: Consultation day 17.2.20. It was proposed by JP and seconded by BSm that:</p> <ol style="list-style-type: none"> <li>1 A prize is offered 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> for each Primary Schools in the Parish for an Art / Design competition - Book tokens or High Street Vouchers are usual – say £20, £15 and £10 = £90.00</li> <li>2 A budget of £150 Maximum is set aside for the Skate park group to offer fun or food for those attending the consultation; Motion Carried</li> </ol> <p><b>FA Funding for the MUGA</b> – Chased but no update</p>	
7	<p><b>Update from Cornwall Council</b></p> <p>Casework had included Trethevy Close issues; water leaks and requests for fly tipping to be removed; chasing up about the footpaths that flooded at Christmas and the Christmas tree collections. Caravans at the Car Park by Golitha Falls had created parking issued and would be pursued. Issues in recycling cardboard noted and to be put on FB.</p> <p>The retained Full Time Fire Station Crew had undertaken 1400 home safety checks in the last 18 months and it appeared that the pilot to maintain one full time and one retained crew would continue.</p> <p>Round 3 of the Broadband work was in train and areas with gaps to contact ME (Put on FB)</p> <p>ME spoke to the Penhale 0.85ha of land potential for Re forestation – tie this item to the motion in 11 about the environmental agenda for St Cleer</p>	ME

8	<p><b>Travellers Consultation – Previously Circulated</b></p> <p>The document was worked through question by question and a show of hands used for each item. Answers were as follows:</p> <p>Questions that were strongly agreed with were: 2,3, 4a-b-c, 6, 10, 11, 12, 13</p> <p>Questions that were agreed with were: 1, 14iii</p> <p>Questions that were neutrally answered were: 4d</p> <p>Questions that were disagreed were: 7, 8, 9, 14i-ii,15</p> <p>No comment: 5</p> <p>Q 18:</p> <ul style="list-style-type: none"> <li>• Imposition of fines to compensate LAs for clear up costs ought to be considered. A dog walker on an encamped field would be charged for excrement but no fees for littering or damage imposed under the current legislation</li> <li>• Residing as a term used could do with definition – e.g. Overnight stays of more than...</li> <li>• Parish found the wording in relation to antisocial behaviour potentially pejorative and discriminatory Q15 and Q4d</li> </ul> <p>Proposed by JP and seconded by TT; Carried</p>																																																																																																					
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11	<p><b>Update from Estates: (Minutes and Motions previously circulated)</b></p> <p><b>Tree Warden – Attended recent training and has met with Estates</b></p> <p><b>Motion 1 Re:Imagining St Cleer</b></p> <p>1 To appoint Chris Ullman to Estates</p> <p>2 To authorise the development of an informal working group under Estates to bring energy and proposals to this matter</p> <p>3 To have no delegated authority</p> <p>4 To enable engagement of electors in contributing to carbon reduction actions in St Cleer</p> <p>5 To be the cohesion between Penhale/Reimagine/Rewild/Tree Wardening and Footpaths management to enable a cohesive approach to matters that may otherwise become diffuse and or lost</p> <p>Proposed by JP; Seconded by Cu and carried</p> <p><b>Motion 2 EMR and Reserves spend to implement the PIP report</b></p> <table border="1" data-bbox="231 1747 558 2016"> <thead> <tr> <th colspan="4">Reconciliation of PIP Spend</th> </tr> <tr> <th>EMR for Pitch</th> <th>Income</th> <th>Spend</th> <th>Balance</th> </tr> </thead> <tbody> <tr> <td><b>Income</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Adult</td> <td>£ 880.00</td> <td></td> <td></td> </tr> <tr> <td>TFC</td> <td>£ 675.00</td> <td></td> <td></td> </tr> <tr> <td><b>Total</b></td> <td>£ 1,555.00</td> <td></td> <td></td> </tr> <tr> <td>Allocated to Seeding</td> <td>£ 2,000.00</td> <td></td> <td></td> </tr> <tr> <td>Spent (PIP Report)</td> <td></td> <td>£ 100.00</td> <td></td> </tr> <tr> <td>Sale of Kubota</td> <td>£ 3,000.00</td> <td></td> <td></td> </tr> <tr> <td>Vertidrain</td> <td></td> <td>£ 792.50</td> <td></td> </tr> <tr> <td><b>TOTAL</b></td> <td>£ 6,555.00</td> <td>£ 892.50</td> <td>£ 5,662.50</td> </tr> <tr> <td><b>To Authorise</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Tree Management</td> <td></td> <td>£ 1,580.00</td> <td></td> </tr> <tr> <td>Remainder of Sandlow quote</td> <td></td> <td>£ 4,125.10</td> <td></td> </tr> <tr> <td>Slitter purchase</td> <td></td> <td>£ 1,550.00</td> <td></td> </tr> <tr> <td><b>Total</b></td> <td></td> <td>£ 7,385.10</td> <td>£ 1,722.60</td> </tr> </tbody> </table> <table border="1" data-bbox="231 2016 558 2161"> <thead> <tr> <th colspan="2">Slitter Options</th> <th colspan="2">Perception:</th> </tr> </thead> <tbody> <tr> <td>4 in 1 Slitter (scarify, roll, aeration and brush) - 4 inch depth</td> <td>Grooming</td> <td>£ 1,700.00</td> <td></td> </tr> <tr> <td>Slitter only- 6/7 inch depth</td> <td>Drainage Solution</td> <td>£ 1,550.00</td> <td>Recommended 1</td> </tr> <tr> <td>Variance</td> <td></td> <td>£ 150.00</td> <td></td> </tr> <tr> <td><b>Tree Management options</b></td> <td><b>Plan</b></td> <td></td> <td></td> </tr> <tr> <td>Surgey</td> <td>One off</td> <td>£ 1,800.00</td> <td></td> </tr> <tr> <td>3 year plan for Tree Management</td> <td>Year 1</td> <td>£ 3,980.00</td> <td>Recommended 1</td> </tr> <tr> <td></td> <td>Year 3</td> <td>£ 450.00</td> <td></td> </tr> <tr> <td></td> <td>Year 5</td> <td>£ 500.00</td> <td></td> </tr> </tbody> </table>	Reconciliation of PIP Spend				EMR for Pitch	Income	Spend	Balance	<b>Income</b>				Adult	£ 880.00			TFC	£ 675.00			<b>Total</b>	£ 1,555.00			Allocated to Seeding	£ 2,000.00			Spent (PIP Report)		£ 100.00		Sale of Kubota	£ 3,000.00			Vertidrain		£ 792.50		<b>TOTAL</b>	£ 6,555.00	£ 892.50	£ 5,662.50	<b>To Authorise</b>				Tree Management		£ 1,580.00		Remainder of Sandlow quote		£ 4,125.10		Slitter purchase		£ 1,550.00		<b>Total</b>		£ 7,385.10	£ 1,722.60	Slitter Options		Perception:		4 in 1 Slitter (scarify, roll, aeration and brush) - 4 inch depth	Grooming	£ 1,700.00		Slitter only- 6/7 inch depth	Drainage Solution	£ 1,550.00	Recommended 1	Variance		£ 150.00		<b>Tree Management options</b>	<b>Plan</b>			Surgey	One off	£ 1,800.00		3 year plan for Tree Management	Year 1	£ 3,980.00	Recommended 1		Year 3	£ 450.00			Year 5	£ 500.00		
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	<p>It was proposed by JP to commit the spend for the PIP implementation within this financial year using free reserves for the process in excess of the EMR; delegating Clerk to enact the spend. Seconded by SxH and carried</p> <p><b>Motion 3 Managing perceived speeding in St Cleer</b> Item Rolled Over pending further investigation on the reliability and calibration of the technology by CU</p> <p><b>Final Specification for pre agreed Mobile Speed Camera</b> Item Rolled Over pending feedback from SH at the next meeting related to the specification changes since the decision to purchase was made.</p>	
12	<p><b>APM Arrangements – Motion Previously Circulated</b></p> <ol style="list-style-type: none"> <li>1 Separate the APM and the Annual Parish Council Meeting / May Parish</li> <li>2 Invite an interesting / controversial speaker to the APM</li> <li>3 Offer refreshments and an open surgery for electors to meet and greet Councillors</li> <li>4 After the speaker have a short presentation on the purpose of the APM; i.e. offer explanation</li> <li>5 Allow for free flow of communication</li> </ol> <p>It was proposed by JP and seconded by PA that this motion be supported and that delegated authority be given to Community Engagement to enact the Motion; Carried.</p>	
13	<p><b>Ad hoc Meetings Plan:</b></p> <p>Community Engagement - 19th February 2020 at 7.15pm and then follow on with Emergency Planning – Agreed</p> <p>Training for Councillors 15th April 2020 7.15pm - Agreed</p>	
14	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• YTD figures (Circulated)</li> <li>• Reconciliation (Circulated)</li> </ul> <p>To agree the final bill for the WC refurbishment at the amount quoted plus the additional work and VAT (Not to include exterior painting) £4250.35 (original quote) and the additional £69.75 plus VAT; total £5184.12 Proposed by JP and seconded by BSg - Carried</p>	

**Amended Agenda and unpublished motion appended:**

**ST CLEER PARISH COUNCIL**

NOTICE is hereby given that a Meeting of the Parish will be held on Wednesday 22<sup>nd</sup> January 2020 at 7.15pm in the Council Sports Pavilion, Hockings House, St Cleer to which members are summoned to attend.



**AGENDA**

**Appoint a Chairman to the meeting or defer the Agenda to 29<sup>th</sup> January 2020**

1	<b>Apologies for absence</b> <ul style="list-style-type: none"> <li>Resignation of Councillor</li> <li>DW, SH, AW</li> </ul>	
2	<b>Members declarations</b> <ol style="list-style-type: none"> <li>Disclosable pecuniary interests</li> <li>Non-registrable interests</li> <li>Declarations of gifts</li> <li>Applications for dispensations</li> </ol>	
3	<b>Close the meeting to allow up to 15 minutes for public questions then</b> Correspondence: <ul style="list-style-type: none"> <li>Complaint about litter at St Cleer Layby</li> <li>Report to Cornwall about broken footpath sign</li> <li>Road Gritting near the school(s)</li> <li>Request for Percentages on Pie Charts in Community Newsletters</li> <li>Woodland Trust</li> </ul>	To Note PA Member of the public Elector SxH
4	<b>Reopen the meeting (public may only contribute on invitation)</b>	
5	<b>Minutes of Previous Parish Council meeting</b> To receive and approve minutes of the last meeting(s) <ul style="list-style-type: none"> <li>18<sup>th</sup> December</li> <li>8<sup>th</sup> January 2019 Estates (to Note)</li> </ul> <b>Report of meetings attended on behalf of the Parish Council</b> <ul style="list-style-type: none"> <li>CU and ME at Penhale / Reforestation</li> <li>Training for Councillors</li> </ul>	
6	<b>Matters Arising</b> <ul style="list-style-type: none"> <li>PA19/10198 (delegated to Estates)</li> <li>HSBC – Further £30 refund received</li> <li>Unity Bank changes enacted</li> <li>Information to electors on agenda more explicit</li> <li>Skate Park Tender – Motion for Funding Engagement Activities</li> <li>FA Funding for the MUGA</li> </ul>	
7	<b>Update from Cornwall Council</b>	<b>ME</b>
8	<b>Travellers Consultation - Appended</b>	
9	<b>St Cleer Stocks - Appended</b>	
10	<b>Planning Applications since the last meeting (additional applications received prior to the meeting will be added to this list)</b>  <b>(None noted on 17.1.20)</b>	Zip files will be available at the meeting

11	<p><b>Update from Estates: (Minutes circulated)</b>  Tree Warden  Motion 1 <del>Re:imagining</del> St Cleer  Motion 2 EMR and Reserves spend to implement the PIP report  Motion 3 Managing perceived speeding in St Cleer  (all Motions are appended to the Estates Minutes and published on the St Cleer Website)  Final Specification for pre agreed Mobile Speed Camera</p>	
12	<b>APM Arrangements – Motion Appended</b>	
13	<p><b>Ad hoc Meetings Plan:</b>   <b>Community Engagement &amp; Emergency Planning</b>  19<sup>th</sup> February 2020 7.15pm and then follow on  <b>Training for Councillors</b> 15<sup>th</sup> April 2020 7.15pm</p>	
14	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• YTD figures (Circulated)</li> <li>• Reconciliation (Circulated)</li> </ul> <p>To agree the final bill for the WC refurbishment at the amount quoted plus the additional work and VAT (Not to include exterior painting)  £4250.35 (original quote) and the additional £69.75 plus VAT; total £5184.12</p>	

**St Cleer Parish Council**

**ITT Skatepark Engagement Motion**

<b>Date of Document:</b>	22.1.20
<b>Committee / Sub Committee the motion is intended for:</b>	Parish
<b>Date of that Meeting:</b>	22.1.20
<b>Proposer:</b>	
<b>Seconder:</b>	

<p><b>Situation:</b>  Procurement guidelines have led to a date of the 17.2.20 as the Consultation event for the Skate park – this is half term week and 28 days after the Tender was posted</p>
<p><b>Background:</b>  Parish seeks to engage with the community about the Skate Park ITT; but even if they are interested in a project it is unlikely that they will attend unless there is an element of fun or personal gain</p>
<p><b>Assessment:</b>  A small budget is needed to underpin the engagement</p>
<p><b>Proposed Motion:</b></p> <ol style="list-style-type: none"> <li>1 A prize is offered 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> for each Primary Schools in the Parish for an Art / Design competition  - Book tokens or High Street Vouchers are usual – say £20, £15 and <del>£10</del> £90.00</li> <li>2 A budget of £150 Maximum is set aside for the Skate park group to offer fun or food for those attending the consultation</li> </ol>

## St Cleer Community Woodland

A proposal to create a community woodland and forest garden.

### Background

The proposed development of the field below St Cleer Memorial Hall (PA18/CCCC) includes patches of woodland and open land within the plan area. These are excluded from development because they are within the floodplain or are on the former Liskeard and Caradon Railway line. The developers have come forward with a proposed third area of wet grassland to the south west of the development bounded by the railway line adjacent to Jasper Park, Penhale Meadow.

### Proposal

#### Area 1.(approx. 0.15ha)

Forest garden of fruiting trees and bushes planted to respect and delineate the former mineral railway. The area is crossed by paths allowing access to the play area (tbc) and the former road.

#### Area 2 (approx.0.3ha)

Area 2 lies along north eastern boundary of the site following the stream which will act as a wildlife corridor and buffer zone. Subject to advise This area could support further planting.

#### Area 3 (approx. 0.4 ha)

Area 3 is classified as wet grassland and contains oak in the drier areas, willow and alder. Some scope to increase woodland cover and open areas of still water to increase biodiversity.

### Future Options

Option 1 All or part of the land transferred to St Cleer Parish Council (local ownership, management and funding)

Option 2 All or part of land to be transferred to dedicated Community Trust (local ownership and management) with financial support of St Cleer PC.

Option 3 All or part of land transferred to 3rd party (not local ownership but local management)

### Next steps

St Cleer Parish Council is asked to consider how it wants to engage with this idea of a community woodland

ME v1  
22/01/20