

**MINUTES OF A MEETING OF  
GWENNAP PARISH COUNCIL  
HELD AT THE PARISH ROOMS, PULLA CROSS ON  
19<sup>th</sup> APRIL 2018 at 7.00pm**

Present: Cllr Furnish (Chair), Cllr Leach, Cllr Lanyon, Cllr Patton, Cllr Forrest, Cllr Hallett, Cllr Pascoe  
 Apologies: None, all present  
 Also present: Clerk, Cornwall Cllr Kaczmarek, 3 members of the Crofthandy Village Hall Committee, Mr & Mrs Ford, Ms Mitchelmore + 3 residents

**PUBLIC CLINIC**

- Mrs Ford spoke about her application PA18/02657 and explained the purpose of the proposed extension and the reasons behind its design. Councillors had no questions.
- The Crofthandy Village Hall Committee members reported that during the winter the wooden fence separating the carpark from the playing field had blown down and required replacement (£450 materials, labour foc), and a large section of one of the boundary stone walls had also fallen; a 2m section had fallen down completely, and a further 2.5m section is bulging (2.5m high). The committee have obtained two comparative quotes for £2,500 + VAT (labour & materials). The Committee noted that they do a lot of fundraising to cover maintenance and running costs of the hall and that they set aside a 'repair fund', but that these two jobs were in excess of their reserved funds. The Committee asked the Parish Council to consider offering some financial help to enable the repair works to be done.
- Ms Mitchelmore spoke about her application PA18/01160. She discussed the longstanding dispute with her commercial neighbour and ways in which her application looked to address some of those issues. She explained the purpose of the proposed application and the reasons behind its design. Ms Mitchelmore's residential neighbour spoke, giving his full support of Ms Mitchelmore's application. The Councillors had no questions.

**18/001 APOLOGIES**

No apologies were received, all Councillors present.

**18/002 DECLARATIONS OF INTEREST FOR THIS MEETING**

No interests were declared for this meeting.

**18/003 CORNWALL COUNCILLOR KACZMAREK'S REPORT**

- 003.1 A caravan had been set alight at Wheal Jewel, the owner denied responsibility but had received a warning. He and the Clerk had arranged a meeting with Cornwall Housing to provide an update on progress work, following the site meeting in January.
- 003.2 A public meeting was held on 18<sup>th</sup> April at Lanner Village Hall, regarding speeding vehicles through Lanner, in particular discussing the proposal to reduce the speed limit from 50mph to 40mph from Comford to Lanner's 30mph zone which has the full support of Lanner Parish Council. The meeting was very well attended. The Clerk will email Gwennap Parish Council's support of the proposal to Cornwall Cllr Kaczmarek.
- 003.3 He had attended the Full Council meeting on 17<sup>th</sup> April and had voted to support the stadium. The proposal had been approved but it still relies on £3m investment from Government.
- 003.4 Cornwall Council resolved to reduce the cost of reserved disabled parking bays from £3,800 to just over £300!
- 003.5 The International Mining Games hosted by Camborne School of Mines was a huge success involving 39 teams and 400 competitors. The Camborne School of Mines won the competition, with the ladies team coming 2<sup>nd</sup> overall. The visiting teams had complimented the organisers on their generous and warm hospitality.

**18/004 MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING**

The minutes of the Annual Meeting of the Electors and March's Parish Council meeting were approved and signed as an accurate record.

**18/005 MATTERS ARISING**

- 146.3 Obtain quotes for extending the parking area at the parish rooms – outstanding (Cllr Lanyon)
- 155.8 The Clerk is still awaiting an update from Mr Stephenson, Environment Agency, regarding the stockpiling of glass and plastic at United Downs Industrial Estate.
- 166.6 Sections of galvanised pipe to secure playing field gates – still outstanding (Cllr Lanyon)
- 166.7 Cllr Pascoe has not yet forwarded contact details for her electrician to the Clerk, but the Clerk has arranged to meet their regular electrician to discuss more energy efficient lighting and heating.
- 178.1 Registering Wheal Maid as Right to Roam Open Access Land – ongoing (Clerk & Chairman)
- 203.1 Exposed shaft on upper open area at Wheal Maid – outstanding (Clerk & Chairman)

- 206.3 Tier 2 Safeguarding training is being conducted for members of the community on 21<sup>st</sup> April, organised by Young People Cornwall.
- 204.1 The Clerk is still awaiting an update from Cornwall Council regarding repair works to Tresamble Hill.

## **18/006 PLANNING**

### **a) To receive and comment on planning applications:**

PA18/01160 Penventon Mill, A393, Gwennap, Construction of double garage, workshop & woodstore. *SUPPORT.*

PA18/02431 Point Villa, Point Mills, Bissoe, Proposed 1<sup>st</sup> floor extension, alterations & retractable canopy. *SUPPORT.*

PA18/01694 Gwella Barn, rd from Chapel Lane to junction at Riverside Terrace, Crofthandy, Retention of agricultural barn conversion to dwelling inc. alterations to previous design and access arrangement approved under expired consent PA13/05894 and proposed erection of garage. *SUPPORT IN PRINCIPLE, but request that material details be provided, and that they be sympathetic with its setting in a WHS.*

PA18/02657 Jesmond Farm, Frogpool, First floor extension to form accommodation for dependent elderly relative. Proposed Juliet balcony on north and south elevations. *SUPPORT.*

PA18/02928 Cascadden House, Stithians, To renovate existing cast iron guttering and install ogee style imitation cast iron guttering. *SUPPORT.*

#### Pre-Applications:

PA18/00688 /PREAPP, Myrtle Cottage, Trewedna Water, construction of 4 storey 3 bed dwelling including basement storey. *The Parish Council has not been consulted on this Pre-app. Clerk to express concerns to the planning officer regarding the scale and design of the proposed dwelling, it is not in line with the emerging NDP.*

PA18/00856/PREAPP, Land off Consols Road, Carharrack, creation of 6 dwellings with associated amenity and parking *The Parish Council has not been consulted on this Pre-app and no information is currently available to the public. Clerk to contact the planning officer expressing concerns about the application and request sight of the proposed plans.*

### **b) To receive and comment on planning applications received too late to be included on agenda**

None.

### **c) To note planning decisions:**

PA18/00411 Ryecroft, Trehaddle, Erection of dwelling and garage – *APPROVED with conditions*

PA18/00263 Engine House, Point Mills, Demolish existing timber shed and replace with storage shed – *APPROVED*

PA18/01389 Lanner Farm, Cusgarne, Erection of timber agricultural shed - *APPROVED*

### **d) Update on any ongoing planning enforcements**

EN17/01005 Alleged land being used as a landfill site at land north of Lower Tolgullof Vean Farm, Poldice. *Investigation has confirmed breach of planning controls, land owner required to clear site.*

### **e) To note planning appeals or inquiries**

None.

### **f) To report any planning problems**

The Clerk has not reported developments at The Yard, Trehaddle to the Enforcement department, since further investigation indicates that necessary permissions are in place.

## **18/007 CORRESPONDENCE**

007.1 Request to hold litter pick event and trail corridor bramble trimming in Wheal Maid & Poldice Valleys - *Approved.*

007.2 The Wheal Maid Inspection Report, April 2018 was noted. The Clerk confirmed the culverts are cleared.

007.3 A letter from Frogpool Tadpoles Toddler Group was noted. The Clerk will advise them that Cornwall Cllr Kaczmarek's Community Chest Fund is open for applications.

007.4 An email from United Downs Raceways re signage at the track was discussed. The Parish Council endorse a sign being erected but request that a proof be sent to the Clerk first.

007.5 A letter from HM Revenue & Customs re VAT 126 claims was noted. No action required.

007.6 The Annual Membership Subscription form from Cornwall Association of Local Councils was discussed. The Council delayed a decision until the Clerk had investigated what support the Cornwall Association of Parish & Town Councils offer and their membership costs.

007.7 Cornwall Council payment advice for April 2018 Precept payment was noted.

007.8 A request from Crofthandy Village Hall Committee for financial support was discussed. It was proposed by

Cllr Lanyon and unanimously supported by the Council that they pay 50% of the cost of rebuilding the section of wall. The Clerk will advise the Committee and discuss the best way to do this, especially with regards to VAT.

### **18/008 REPORTS ON EXTERNAL MEETINGS ATTENDED**

- 008.1 Cllrs Furnish and Hallett attended a site meeting at Unity Woods with Cllr Knill (Chacewater PC). The various agencies are now involved; tree felling has stopped until regrowth reaches 2m and the area used as a landfill for primarily tarmac and rubble will have to be cleared. Japanese Knotweed is also present and must be treated by Cornwall Council.
- 008.2 Cllr Furnish & the Clerk met with Mr Evans (Consultant) re the NDP. Mr Evans is incorporating the various comments received from the SEA Screening. No major problems have arisen. The current draft of the LLCA has been forwarded to Mr Evans who has commented on its quality.
- 008.3 Cllr Furnish & the Clerk attended at Geothermal Community Liaison Group meeting on 18<sup>th</sup> April which was well attended. Site preparation should be complete by end May, the rig will be brought in week commencing 18<sup>th</sup> June, with drilling due to commence the first or second week of July. The rig will require 75 loads over 1-2 weeks, 6 of which will require police escorts. Many of the contracts have now been procured to local contractors where possible. Further opportunities will exist for local trades, cleaners, caterers etc, as well as accommodation requirements for approx. 24 drilling crew members for 7-9 months. The Noise Management Plan is being drafted. The Community Liaison Group will have an input into the funding committee and criteria selection for successful bids.
- 008.4 Cllr Furnish attended an Illegal Use of Footpaths meeting. Unfortunately neither Cornwall Council or the Police were able to attend. Problems persist but little progress has been made since the last meeting.

### **18/009 SHARED LENGTHSMAN**

- 009.1 Chacewater Parish Council have decided to put the concept on hold for the time being. The Parish Council agreed that it could still consider the possibility of employing its own part-time Lengthsman. The Clerk was asked to contact its grass cutting contractor to discuss whether they might consider taking on more work. This will be tabled for discussion at the next meeting.

### **18/010 NEIGHBOURHOOD DEVELOPMENT PLAN UPDATE**

- 010.1 The consultant is continuing to work through comments received from various agencies and departments during the SEA Screening. No major problems have arisen, most alterations concern language or vocabulary. Cllr Furnish will forward the latest draft to the NDP Steering Group once he has received it.
- 010.2 Mrs Richards has done an excellent job writing up the LLCA report which the consultant complimented. The Parish Council and NDP Steering Group are very grateful to Mrs Richards for all her work so far.
- 010.3 Work on the Design Guide is ongoing.
- 010.4 Cllr Patton will work on the basic conditions.
- 010.5 The NDP Roadshow events have been postponed to the end of June, to allow sufficient time to finalise the Plan and prepare the literature for the roadshows. The new dates will be publicised in the next newsletter.
- 010.6 There will be no Steering group meeting in April.

### **18/011 GENERAL DATA PROTECTION REGULATION**

- 011.1 The new GDPR, comes into force from 25<sup>th</sup> May 2018. Cllr Furnish, the Clerk and one other Cllr will conduct a stock take of what data the Parish Council currently holds. The Electoral Register and Planning applications are acceptable since they exist in the public domain, and burial records are also allowable.
- 011.2 All Councillors were instructed that they must use their @gwennap-parish.net email addresses for Parish Council business.
- 011.3 The Chairman and the Clerk will draft a data protection confidentiality statement for the Clerk and Parish Councillors to add as a 'signature' at the bottom of every outgoing email. A Privacy Policy and Document Retention Policy must also be drafted, in addition to a Data Register.
- 011.4 Appointment of a Data Protection Officer will be discussed and agreed at the next meeting.

### **18/012 CLERK'S APPRAISAL**

- 012.1 Cllrs Furnish and Hallett will arrange a convenient date to hold the Clerk's appraisal. Cllr Furnish requested any comments with regards to the appraisal and/or the Clerk be emailed to him by 27<sup>th</sup> April.

### **18/013 PUBLIC RIGHTS OF WAY(PROW) / OPEN SPACES**

- 013.1 Cllr Lanyon reported flytipping at Poldice carpark, he believes that since Cornwall Council have allowed the gorse to grow up the area is now shielded and has become a hotspot for fly tipping. The Clerk will report this to Cornwall Council.

### **18/014 HIGHWAYS**

- 014.1 Cllr Lanyon reported that fir trees are overhanging the road by the Triplet Business Park at Poldice. The Clerk will report this to the highways department.

014.1 The Clerk will report potholes on the bend by the chapel at Crofthandy, and by the bus shelter in Frogpool to Cornwall Council.

### 18/015 GWENNAP CHURCHYARD / FROGPOOL CEMETERY

- 015.1 The standpipe and tap have been installed at the top of Frogpool Cemetery and the Clerk has received a note of thanks from a parishioner.
- 015.2 The Gwennap Church Warden has confirmed in a telephone conversation with the Clerk that their records indicate that the churchyard is officially closed but they cannot place their hands on the 'Order in Council' and therefore cannot verify if this refers to the whole churchyard or part of it. This concurs with research carried out by the Clerk. The Church is prepared to obtain another copy of the Order in Council and to take legal steps to ensure that the Order applies to the whole churchyard.

### 18/016 PARISH ROOMS AND PLAYING FIELD

- 016.1 Some of the playpark equipment is deteriorating due to its age (confirmed in the last Annual Inspection Report) and the swings have had to be temporarily decommissioned. The Parish Council RESOLVED to repair the swings and instructed the Clerk to obtain 2 or 3 design proposals and quotes for replacement of the equipment.
- 016.2 It was agreed that discussions about the new playpark equipment project will need to be conducted outside of full Parish Council meetings.
- 016.3 The Council APPROVED the football club's request for more sand for the pitch.
- 016.4 The Council AGREED to replace all the edging timbers of the petanque court. The Clerk will obtain a price for the timbers from Mr Chegwiddden and will ask him to remove the roots from the area before levelling it out. She will also discuss the surface dressing with Mr Chegwiddden and ask him to confirm what he proposes to use and/or provide a sample.

### 18/017 FINANCE

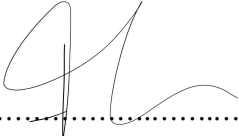
- 017.1 A letter from the National Joint Council for Local Government Services proposing a 2% rise in Clerks' rate of pay was discussed. Cllr Forest proposed a 3% rise which was seconded by Cllr Patton, with no objections, the Parish Council RESOLVED to increase the Clerk's rate of pay by 3% commencing 01/04/18.
- 017.2 The Quarterly Internal Audit to 31/03/18 was noted. Cllr Forrest (Internal Auditor) highlighted the level of reserved funds and recommended the Parish Council consider spending these funds on projects.
- 017.3 The Quarterly Financial Report to year end 31/03/18 was circulated to Councillors in advance of the meeting.
- 017.4 Income received since the last meeting: Room hire £189, Adverts £102, Burial £500, LMP Claim for 2017/18 £2,644.57, 50% Precept for 2018/19 £16,630.00, CTS grant 2018/19 £620.84 (total £20,686.41)
- 017.5 Petty cash spend of £69.04 was noted, and the transfer of £100 to the petty cash account was approved.
- 017.6 The following payments were authorised:

|  |      |                       |                                       |                         |
|--|------|-----------------------|---------------------------------------|-------------------------|
| 19/04/2018                               | BACS | A Gazzard             | Playing field duties                  | 185.90                  |
| 19/04/2018                               | BACS | M P Chegwiddden       | Contract cutting April 2018           | 950.40                  |
| 19/04/2018                               | BACS | Bernard Kemp & Son    | Fitting of new standpipe at Cemetery  | 744.00                  |
| 19/04/2018                               | BACS | Cornwall ALC          | GDPR Training, 09/03/18, 2 delegates  | 108.00                  |
| 19/04/2018                               | BACS | Steve Gray & Sons Ltd | Mend burst cold pipe in public toilet | 72.00                   |
| 19/04/2018                               | BACS | F Barnard             | Clerk's salary & expenses April 2018  | 855.34                  |
| 29/04/2018                               | DD   | BT                    | Line rental and broadband             | 108.84                  |
| 01/05/2018                               | DD   | South West Water      | Water supply - Parish Rooms           | 14.08                   |
| 01/05/2018                               | DD   | South West Water      | Water supply - Cemetery               | 12.01                   |
| <i>Total BACS/DD payments authorised</i> |      |                       |                                       | <u><u>£3,050.57</u></u> |

### 18/018 ANY OTHER BUSINESS / MATTERS TO CARRY FORWARD TO NEXT MEETING

- 018.1 Shared Lengthsman
- 018.2 Membership of a Local Councils support group
- 018.3 GDPR and appointment of a Data Protection Officer
- 018.4 Cllrs to consider nominations for Chair and Vice Chair, to be elected at May's meeting.

The meeting closed at 9.45pm

Signed.......... Chairman (17<sup>th</sup> May 2018)