

MINUTES OF THE MEETING OF
GWENNAP PARISH COUNCIL
HELD AT THE PARISH ROOMS, PULLA CROSS ON
21st JUNE 2018 at 7.00pm



Present: Cllr Furnish (Chair), Cllr Leach, Cllr Lanyon, Cllr Patton, Cllr Hallett, Cllr Pascoe
Apologies: Cllr Forrest
Also present: Clerk; Cornwall Cllr Kaczmarek; Mr Wilson; Mr Rosevear & Mr Braine; Miss Mackey (PA18/04626)

PUBLIC CLINIC

- Mr Wilson (local resident) advised the Council of an overgrown footpath and requested that it be cleared. He also suggested that a footpaths map for parishioners would be well received. Clerk to investigate.
- Mr Rosevear and Mr Braine talked about a proposal to hold a 2-day fete style event (no overnight stays) at United Downs Raceway in summer 2019 for the local community and local traders. They sought the Parish Council's thoughts on the proposal. The Council support the idea in principle, but asked for more detailed plans when available. They also advised them to address possible negative impact on local residents and to check the event would be permitted under the tenancy agreement with Cornwall Council.
- Mr Rosevear also spoke briefly regarding caravans being dumped outside the Raceway, noise complaints and illegal access to the site.
- Miss Mackey spoke in support of her application PA18/04626 and welcomed questions.

18/043 APOLOGIES Apologies were received and accepted from Cllr Forrest.

18/044 DECLARATIONS OF INTEREST FOR THIS MEETING No interests were declared for this meeting.

18/045 CORNWALL COUNCILLOR KACZMAREK'S REPORT

- 045.1 He has received much support from neighbouring parishes for his campaign to stop the HWRC recycling centre at United Downs from being closed. He has a forthcoming meeting with Peter March (Head of Waste), Tim Warne and the portfolio holder. He has requested data on waste tonnage and numbers of people. Chairman Cllr Furnish said that the Parish Council would also like to obtain financial data on operation costs, employment figures etc to fully understand the business case. He also stressed that SUEZ must be stopped from having to dig up the hard-stand area, as per their terms, since the hardstand area could be useful in the future. Cllr Lanyon voiced concerns/objections to the HWRC remaining open, if it means increased traffic to the parish.
- 045.2 In addition to campaigning to reduce the speed limit to 40mph between Comford and Lanner, he has also requested that the limit be reduced to 40mph between Ponsanooth & Comford. Local residents support this.

18/046 MINUTES OF PREVIOUS MEETING

The Minutes of May's Annual Meeting of the Parish Council meeting were approved and signed as an accurate record.

18/047 MATTERS ARISING – REPORT BY THE CLERK

May public clinic The Clerk has emailed the draft NDP Design Guide to both applicants.

18/022.1 Cornwall Cllr Kaczmarek's Community Chest form for 2018/19 applications is now available.

18/024 The progress update meeting with Cornwall Housing was useful. Improvements are being made, with installation of CCTV and fire safety standards, but more work to be done.

18/024 The Clerk awaits and update on the bid for funding from Highways England for Wheal Maid.

18/014.1 The Clerk again requested a photograph of the overhanging tress between Crofthandy and Triplett Park.

18/025/e Cllr Leach had confirmed that a drainage issue remains on the byway near Cusgarne Manor, and that a hole had appeared beside a restored pump that could pose a risk. Clerk to action.

18/026.2 Quotes for Wheal Maid shaft, outstanding.

18/030 Review of the Council's procedures and policies – Chairman Cllr Furnish/Clerk, outstanding.

18/031 No suggested amendments to the inventory of land and assets had been received.

18/032.2 The Clerk has requested a written quote to clear brambles in the top section at Gwennap Church, and requested the Church obtain an Order in Council.

18/048 PLANNING

a) To receive and comment on planning applications:

PA17/12169 Cusgarne Manor, Sunny Corner Construction of livery stables, tractor shed & sandschool
SUPPORT, ensure that ongoing concerns re drainage are addressed

PA18/04626 April Cottage, Tresamble Replacement of septic tank with packaged sewage treatment plant. *SUPPORT*

PA18/04957 United Mines Landfill Site Non-material amendments to approved Restoration Masterplan. *SUPPORT*

PA18/04542 Montana, Coombe Hill Non-material amendment to PA17/08907. *SUPPORT*

PA18/05039 Ruby Farm, Poldice Lane Removal of existing single storey utility, replace with bedroom over kitchen and a 2 storey extension, plus new detached workshop & garage. *OBJECT, not in line with emerging NDP, appearance not in keeping with original dwelling or its context in WHS. Garage out of proportion.*

PA18/05659 Cusgarne House, Cusgarne Listed building consent for works to roof on rear elevations. *SUPPORT*

PA18/01413/PREAPP Winter Cottage, Goongumpas Pre-application advice for proposed dwelling (*For info only*)

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

PA18/05484 Glas Argel, Chenhale, Carharrack Construction of single dwelling *DEFERRED TO JULY MEETING*

c) To note planning decisions

PA18/01694 Gwella Barn, Crofthandy Alterations to previous design PA13/05894 *APPROVED*

PA17/12213 & PA17/12214 The Stable, Burncoose Subdivision of dwelling & Listed Building Consent *APPROVED*

PA18/03666 South Tresamble Farm, Tresamble Prior Notification for proposed agricultural building *PRIOR APPROVAL NOT REQUIRED*

PA18/03191 Cusgarne House Certificate of lawfulness app for proposed works to listed building roof. *REFUSED*

PA18/04542 Montana, Coombe Hill Non material amendment to PA17/08907 *APPROVED*

d) Update on any ongoing planning enforcements

EN17/01005 Land being used as a landfill site at land north of Lower Tolgullow Vean Farm, Poldice *No update received. Cornwall Council no longer provide updates on enforcement cases while in progress since intro of GDPR.*

e) To note planning appeals or inquiries

The Clerk advised that a parishioner had requested that she email the monthly meeting agendas to them, and any other parishioners would wish to receive the agenda by email. The Parish Council discussed this request and **RESOLVED** that the Clerk should not be required to do this, since the agendas are made public 3 clear days before each meeting in a variety of forms – the parish council website, the parish council Facebook page, and on the three main noticeboards at Frogpool, Gwennap & Crofthandy. Any parishioners with a keen interest in local planning applications can access information online and also set up alerts via the Cornwall Council planning portal to receive notifications of planning applications in their area.

f) To report any planning problems or possible breaches

Potential planning breach at Cusvey/Wheel Clifford EN18/01056

Potential planning breach at 2 Rose Cottage, Frogpool EN18/01005

The Council noted cables and pipework running ontop of the highway at Elmsford, Cusgarne. *Reported to CC.*

18/049 CORRESPONDENCE

049.1 Wheel Maid Inspection Report

049.2 Email from resident re noise complaint at Goongumpas. *Clerk to follow up with Environmental Health.*

049.3 Letter from The Royal British Legion ref the War Memorial at Gwennap Church. *The Parish Council RESOLVED to have the overhanging trees cut back from the Memorial, and for the base pointing to be repaired. Clerk to obtain a written quote.*

049.4 A letter ref Electoral Review Draft Recommendations was noted. The Clerk encouraged Cllrs to respond.

18/050 REPORTS ON EXTERNAL MEETINGS ATTENDED

050.1 Cllr Furnish, Cornwall Cllr Kaczmarek and the Clerk attended a Wheel Jewel update meeting. Progress is evident, with imminent installation of CCTV and money being invested in other areas to improve standards. Better site management has seen a reduction in the number of complaints about anti-social behaviour.

050.2 Cllr Furnish attended a SUEZ Community Liaison Group meeting. They are closing down their contract, have removed their site office and are continuing with the restoration work. Cllrs Furnish and Hallett plan to hold a meeting with Cornwall Council re the possible devolution of the farm at United Downs. Management of the bridleways will return to the Parish Council within the next 5 years, but it is unlikely that the Parish Council will ever be able to take ownership of the open space in its entirety since it is subject to environmental conditions by Cornwall Council for the next 300 years.

050.3 Cllr Leach attended fete committee meetings. A band are booked to perform after Lanner Silver Band. Cllr Leach has requested an invoice for the children's entertainments to be paid after the fete, not in advance. The Clerk will erect signs advertising the free entertainments and face-painting.

050.4 Cllrs Leach and Hallett and the Clerk attended a meeting with the footpaths contractor re the cutting schedule and a proposed increase in costs. Contractor to send proposed price to the Clerk.

18/051 NEIGHBOURHOOD DEVELOPMENT PLAN UPDATE

- 051.1 The 6-week public consultation will run 23 June – 6 August. The NDP Quick Guide is being posted to every house and business in the parish, with a summary of the ten objectives, the delivery strategy and details of the four NDP Roadshows and Open Day events (3th, 5th, 7th, 9th and 11th July).
- 051.2 The current draft has been emailed for consultation to approx 60/70 companies and bodies, as requested by the NDP process.
- 051.3 It is anticipated that the referendum will be in early/mid December.
- 051.4 Cllr Furnish advised that it is necessary to have an Emergency Plan. The Parish Council AGREED that it can write the major part of the Emergency Plan but that it might be necessary to employ a consultant to model an Emergency Plan for Wheal Maid. Cllr Furnish to get a quote.
- 051.5 Cllr Furnish warned that it might be necessary to have the A1 posters for the NDP roadshows printed professionally. There are also some additional expenses to pay. The Council APPROVED the application for a further NDP grant if required.

18/052 GENERAL DATA PROTECTION REGULATION

- 052.1 The Clerk confirmed that Local Authorities are exempt from having to appoint a Data Protection Officer, but they are still required to comply with GDPR and to have a single point of contact for GDPR matters. The Council RESOLVED to appoint the Clerk as the single point of contact.
- 052.2 GDPR work and policies is ongoing.
- 052.3 The Clerk reminded the Council that all Councillors must use their @gwennap-parish.net email address for Parish Council business, and not their personal email accounts. She also reminded them that they must obtain permission to store or forward a person's details (including just an email address) to someone else.

18/053 HOUSEHOLD WASTE & RECYCLING CENTRE (HWRC), UNITED DOWNS

The Council discussed the benefits and disadvantages of the HWRC being closed at length earlier in the meeting, with most Councillors of the opinion that it would be good for the facility to remain open, and that the Parish Council might *consider* taking management of the site. It was AGREED that the Parish Council should obtain the relevant data and information in order to have fully informed discussions about the subject, and before deciding if there is a business or community case for the Parish Council to take the HWRC on.

18/054 CLERK'S APPRAISAL

Chairman Cllr Furnish & Cllr Hallett had carried out the Clerk's appraisal. It was proposed that the Clerk's hours be increased from 16 to 20 hours per week, effective immediately. It was also proposed that the Clerk's hourly rate will be increased by 42p to take account of a change in the way the Clerk's utilities expenses are paid. Both proposals were APPROVED with no objections. Some training ideas will be investigated and the Clerk's Job Description and Contract will be updated to reflect the changes and additional tasks undertaken.

18/055 PUBLIC RIGHTS OF WAY (PROW) / OPEN SPACES / ENVIRONMENT

- 055.1 The Council RESOLVED to join the Campaign to Protect Rural England, to keep abreast of news (£3.00 monthly fee). Cllr Hallett to action and circulate information of interest to the Council.
- 055.2 The Council AGREED for Chairman Cllr Furnish and Cllr Hallett to arrange a meeting with Cornwall Council to discuss the possibility of devolving the Cornwall Council owned small farm on the south east corner of United Downs Landfill to the Parish Council for possible use as a community farm or allotments.
- 055.3 A proposed price increase for the cutting of the PROW had been received by the Council's contractor, Greens Grounds & Trees, to reflect rising costs in all sectors (fuel, insurance, H&S, HR & auto-enrol pensions). The Council discussed the proposal and AGREED for Cllrs Furnish & Leach and the Clerk to meet with the contractor to discuss it further. They will report back to Council in July.
- 055.4 A horticulturist has confirmed that cases of suspected giant hogweed are NOT giant hogweed, but cow parsnip and/or cow parsley. Care must still be taken since the sap from all that plant family can cause irritation. No action necessary.
- 055.5 A meeting is planned for 26th June at 7pm to discuss and plan works at Greensplatt, following two failed weed treatments. Cllrs Lanyon and Hallett will attend with the Clerk.

18/056 HIGHWAYS

- 056.1 The Council discussed concerns in the community about speeding in the parish. Little support is available from Cornwall Council, but there are ideas that the Parish Council can and will explore (e.g. 20 is plenty, signage, mobile speed signs, virtual pavements). It was AGREED that the Parish Council will discuss it fully in the autumn once the NDP has been submitted to Cornwall Council. In the meantime the Clerk has asked Cusgarne School to design speed awareness posters that the Parish Council can erect around the parish.
- 056.2 The Clerk reminded Cllr Lanyon to send a photo of the overhanging trees on the Crofthandy to Poldice road.
- 056.3 The Clerk will contact SUEZ regarding clearing litter on the United Downs road.

18/057 GWENNAP CHURCHYARD / FROGPOOL CEMETERY

- 057.1 The Parish Council AGREED to cut back the bracken around the path through summer meadow to improve access.

18/058 PARISH ROOMS AND PLAYING FIELD

- 058.1 The Councillors carried out a site walk before the meeting to discuss various maintenance matters. It was AGREED Cllr Chairman will formulate a list of items requiring attention.
- 058.2 The Council discussed information provided by Young People Cornwall regarding costs for two youth workers to continue running the weekly youth group from September 2018 (once current funding has ended). The Council RESOLVED to submit an Awards For All grant application (Clerk to action), and AGREED that it would underwrite the cost on a short term monthly basis until any grant monies are received. If a grant application is not successful the Parish Council will discuss alternative possibilities.
- 058.3 The Clerk has obtained three quotes for replacement of the playpark equipment. It was AGREED that the Councillors will meet on 29th June at 6pm to discuss the quotes and proposed designs. The Play Park Project will need to be run by a working group that will report back to Full Council.
- 058.4 The strip lights at the parish rooms have been replaced with LED strip lights. The Clerk will sell the old ones.
- 058.5 The Council discussed two quotes received for carrying out the monthly inspection of the play equipment. The Council RESOLVED to accept Greens Grounds & Trees' quote. Inspections to start from July 2018.

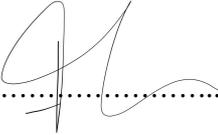
18/059 FINANCE

- 059.1 The Parish Council RESOLVED to increase the spend limit on its Business Debit Card to £500. Clerk to action.
- 059.2 Income received since the last meeting: VAT to 31/03/18 £1,401.51, Room hire £128, Burial £560, Car boots x 2 £539.28, Interest £8.16, Rural Payments Higher Level Stewardship £1,660.50 (total £4,297.45)
- 059.3 Petty cash spend of £138.26 was noted, and the transfer of £200 to the petty cash account was approved.
- 059.4 The following payments were authorised:

21/06/2018	BACS	F.J. Kemp & Sons	6x LED strips & other electrics work	475.20
21/06/2018	BACS	F Barnard	Salary & expenses June 2018	1,046.79
21/06/2018	BACS	Enviro Weed Control	Weed control June 2018	240.00
21/06/2018	BACS	A Gazzard	Playing field duties June 2018	202.80
21/06/2018	BACS	Complete Business Solutions	Labels, envelopes, punched pockets	31.86
21/06/2018	BACS	Cormac Solutions Ltd	Grounds Maintenance	188.40
21/06/2018	BACS	M P Chegwiddden	Contract cutting & maintenance	1,568.40
21/06/2018	BACS	K Furnish	Stationery for NDP Roadshows	103.85
21/06/2018	BACS	Evans Planning	NDP Consultation work (5 days)	1,750.00
26/06/2018	DD	Good Energy	Electricity charges	178.51
02/07/2018	DD	South West Water	Water charges - cemetery	15.06
02/07/2018	DD	South West Water	Water charges - parish rooms	32.00
<i>Total BACS/DD payments authorised</i>				<u>5,832.87</u>

18/060 ANY OTHER BUSINESS / MATTERS TO CARRY FORWARD TO NEXT MEETING

- 060.1 Roadside litter, SUEZ

The meeting closed at 9.50pm Signed.....  Chairman (19th July 2018)