

MEETING NO. 1115

Minutes of the FEOCK PARISH COUNCIL MEETING held on Monday 5th October 2015 at The Parish Council Office at 7.15 pm

Members Present:	CARNON DOWNS	DEVORAN	FEOCK
	C Kemp	B Shankland	C Johnson
	M Kemp	L Kerrison	R Andrew
	P Allen	V Gordon	C Shefford
	R Richards		

In Attendance:

Debra Roberts, Parish Clerk & Responsible Finance Officer
Cornwall Councillor S Chamberlain
No members of the public

CHAIRMAN: Councillor R Richards

1. INTRODUCTION

The Chairman welcomed everyone to the meeting.

2. APOLOGIES

Apologies had been received from Cllrs Lightfoot, Blake and MacDonald.

3. MINUTES OF PREVIOUS MEETING HELD ON 8TH SEPTEMBER 2015

RESOLUTION: CLLR KERRISON PROPOSED THAT THE MINUTES OF THE COUNCIL MEETING HELD ON 8TH SEPTEMBER 2015, AS CIRCULATED BY THE CLERK, BE CONFIRMED AS A TRUE RECORD, AND SIGNED BY THE CHAIRMAN, SECONDED BY CLLR ANDREW AND CARRIED BY THE MEETING.

4. DECLARATIONS OF INTEREST

Cllr Andrew made the following declaration of interest statement.

"I (Cllr Andrew) declare an interest in planning matters related either directly or in proximity to my land and property in Feock. For the public record, I am an employee of Cornwall Council working on the Localism Agenda. I have been advised by the Monitoring Officer that as a Parish Councillor I have no personal interest in the Neighbourhood Planning Agenda and related issues. However, if during the course of discussions issues are discussed of which I have a personal involvement it may be appropriate to leave the meeting and take no further part in the debate and for it to be recorded in the minutes"

5. PUBLIC PARTICIPATION

There were no members of the public present.

6. CLERKS UPDATE ON MATTERS ARISING FROM PREVIOUS MEETING

There was no Clerks update as there were no actions for the Clerk from the previous meeting.

7. MATTERS FOR REPORT

Cllr Richards reported that he had attended the Community Network Area meeting recently, one issue that was discussed that would affect residents in the Parish was the Pots, Tubs and Trays Recycling trial. This was to be run in the parish but not necessarily all households would be involved. Residents could check on the Cornwall Council website if they were involved in the trial as well as receiving a letter through their door.

Cllr Johnson and the Clerk had attended the Town & Parish Council's Summit at Cornwall Council, this was a very useful networking event and there was an interesting presentation by Sarah Mason from CALC regarding devolution.

8. CURRENT REPORTS

Cornwall Council

Cllr Chamberlain had attended the Strategic Planning Meeting regarding the Dudman Farm and Higher Newham developments, deferrals had been achieved on both. Calenick have a flood relief scheme but this is not actually active and it was hoped with the help of a contribution from a developer it soon would be. With regards to Higher Newham Farm, the exit/entrance is now proposed as an all way set of traffic lights which was going to be put in near to the top of Morlaix Avenue. Cllr Chamberlain felt there was an issue with visibility on Morlaix Avenue and this suggested exit/entrance is being looked at again.

There has been an issue with a planning applications in the parish, Roseland View (near to Dozmere in Feock) in relation to a complaint about an 'overlook', this was not what was classed as a legal overlook but he has managed to negotiate for this dwelling to be moved out to about 60 metres away, the window design has also now been changed. At the back of Tyrrells in Carnon Downs there are two houses with proposed large dormer windows overlooking the property next door to them and it has now been agreed to change these to roof windows to reduce the overlooking.

Devon & Cornwall Police

PCSO Tom Care was unable to attend the meeting but had provided a report which the Clerk read out and is attached at Appendix A.

9. FINANCIAL UPDATE

The Clerk gave the following financial report.

Total outgoings/accounts to be paid since the last meeting £17,724.07

Including:-

£9043 final 50% payment for new for Devoran park play equipment

Business rates second payment £940 to Cornwall Council

Second cut of footpaths £1432

The total outgoings are split between the budget headings as follows:-

Operating costs	£1554.39
Payroll	£3389.28
Professional fees	£24.00
Parish Maintenance costs	£1904.80
Enhancement projects	£10851.60

Total income for September £2,115.74

Normal rent from Pre-School and office.

Wayleave agreement with BT for Retallack Park £150

Current account bank balance and reconciliation	£92,289.86 as at 04/10/15
£84,376 true balance taking into account uncashed cheques	

Cambridge Easy Access Saver (Reserve a/c)	£72,451.32
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Profit & Loss report to date

Shows to date for the year 2015/16 for general/working account:-

Income	£110,000
Expenditure	£73,291
Balance	+£36,709

10. COUNCIL TO AGREE OPERATIONAL BUDGET & PRECEPT FOR 2016/17

Cllr M Kemp said that we need to advise Cornwall Council of the amount of precept we wish to have for 2016/17 by the end of December 2015. The Clerk had previously circulated a copy of a draft budget that had

been discussed and agreed by the Finance and General Purposes Committee at their meeting on 29th September. The Finance and General Purposes Committee recommended that the precept remain the same at £97K.

There were projects that needed to be considered for funding for next year, these included Devoran road improvements, Carnon Downs road improvements feasibility study, additional defibrillator for Carnon Downs but these would be discussed and prioritised at a future meeting.

Cllr Allen said he would like to see some additional monies included in the budget for extra works to the footpaths under the Lengthsman scheme. The Clerk advised that at the Localism Summit there was a workshop she attended on the Lengthsman Schemes and she would be arranging a meeting with Cornwall Council to try to start up this scheme in the parish. Cllr Johnson commented that there were rumours that in the future the precept may be capped at a certain level.

RESOLUTION: CLLR M KEMP PROPOSED THAT THE PRECEPT REMAIN THE SAME AT £97K FOR THE YEAR 2016/17 AND THE BUDGET FOR 2015/16 AS PRESENTED BY THE CLERK BE APPROVED, SECONDED BY CLLR ANDREW AND CARRIED UNANIMOUSLY BY THE MEETING.

11. LOCAL WARD REPORTS

Feock - Cllr Andrew

The road from Four Turnings to Feock had been surface dressed and the wall at Porthgwidden repaired (following it being hit by an HGV). Cllr Shefford advised that she had spoken to Ferris Garage and they were happy to have the defibrillator installed there.

RESOLUTION: CLLR SHEFFORD PROPOSED THE SECOND COMMUNITY DEFIBRILLATOR BE INSTALLED AT FERRIS GARAGE, THIS WAS SECONDED BY CLLR JOHNSON AND CARRIED UNANIMOUSLY BY THE MEETING.

Cllr Shefford would liaise with the Clerk to arrange installation. Cllr Gordon said she was happy to check this defibrillator regularly to ensure it is in working order.

The Clerk would contact the Manager of the Spar in Carnon Downs regarding the suggestion of a further defibrillator being installed there. There was also a discussion regarding the BT phonebox in Carnon Downs and whether this could be adopted and a defibrillator installed there.

ACTION: CLERK TO CONTACT BT & SPAR SHOP MANAGER RE INSTALLTION OF DEFIBRILLATOR IN CARNON DOWNS

Devoran - Cllr Kerrison

The play equipment in the park had now been officially opened, thanks go to the Access & Amenities Committee, and in particular, Cllrs Shankland, Gordon and Johnson for all their hard work.

Cllr C Kemp said that the Devoran Community Association had a very successful Railway Centenary weekend and there was a very good spread in the West Briton. Cllr C Kemp had made the local MP aware of increased pressure on school places in the parish taking into account the new houses being built in Carnon Downs.

Carnon Downs – Cllr C Kemp

The Trevince development at Bissoe Road, is progressing and foundations are being installed. The show house is likely to be open within the next 6 weeks. An issue has arisen regarding ownership of a grass verge on Old Carnon Hill and the lady who lives there is investigating the ownership.

12. NEIGHBOURHOOD PLAN REPORT

The Chairman reported that there was positive news on the NDP, a very useful meeting had been held with Cornwall Council and another meeting is arranged for Thursday morning. The delegated group is fast approaching the stage where we will be able to go out to public consultation. The Chairman thanked the delegated group for their hard work who had spent a lot of time recently on the housing policies especially.

13. PLANNING COMMITTEE REPORT

The Chairman reported that the draft minutes of the last Planning Committee meeting are available and will shortly be uploaded to the website. Cllr Allen and Shefford have now joined the Planning Committee. In relation to the Roseland View planning application (Feock), the Committee had agreed to disagree with Cornwall Council, this was sub division of a plot in the AONB, which went against the policies in our draft Neighbourhood Plan. The Committee was satisfied with the outcome of the amendments to the Blacksmiths Cottage application (Carnon Downs) to remove the dormer windows and replace these with velux windows which would reduce overlooking of neighbours.

A pre-application meeting was held recently regarding land in Carnon Downs next to Trevince for a possible development to accommodate disabled/elderly people. The plans were in the very early stages.

14. FINANCE & GENERAL PURPOSES COMMITTEE REPORT

Cllr M Kemp commented that the second bond of £150K is about to mature, the Parish Council had previously borrowed £250K through a Small Works Loan (PWL) to buy the Old Market Hall building and refurbish it. The £50K bond already matured and was in the reserve account. When the bonds were first bought, 3 years ago, they were achieving 3.25% interest, interest rates had now dropped and if we were to reinvest the bond money we would be looking at around 2 – 3%. We are paying 3.5% interest on the Public Works Loan. Cllr M Kemp suggested it would be a sensible idea to pay off some of the PWL when the second bond matures, although this depended on the level of early redemption penalties.

ACTION: CLERK TO CHECK WHAT THE REDEMPTION PENALTIES ARE FOR THE PUBLIC WORKS LOAN

15. UPDATE REGARDING FEOCK READING ROOM DEVELOPMENT PROJECT

The contract with SMT Associates (Project Manager) has now been agreed, this was based on a standard RNIB contract.

The planning application has been submitted and the Planning Officer had some concerns regarding the dormers in the roof of the building. Following a meeting with the Planning Officer, the staircase ceiling will now have exposed beams and the Parish Council have agreed to change to a hipped roof type dormer windows and the plans are being amended to show these changes. It was hoped that work to the building would start by January 2016 at the very latest.

Cllr Johnson left the meeting.

16. ACCESS & AMENITIES COMMITTEE REPORT

A report had been circulated and a copy is attached at Appendix B.

Carnon Valley

Cllr Allen reported that we had been in contact with the Environment Agency again, unfortunately there was not a great deal of progress from Environment Agency over the Summer, but progress is being made. The Clerk had previously circulated a draft business plan to all the Council. The EAs annual costs appear to be very minimal, there are no business rates to pay and no increase on our insurance. There appear to be some meadows that are in the area of land to be taken on, however the EA are double checking the ownership of them and any income they receive from these.

Cllr Gordon said that some of the gates were in poor condition. Cllr Allen advised that Cornwall Council maintain these so there shouldn't be any cost to the Parish Council to repair these, however with budget cuts being made to Cornwall Council's budget then it may be that the Parish Council may become liable and we needed to consider this.

ACTION: CLLR ALLEN TO FIND OUT FROM CORNWALL COUNCIL HOW MUCH THEY SPEND MAINTAINING THE CARNON VALLEY EACH YEAR.

Feasibility Study for Devoran highways work

The Clerk advised that a meeting had been set up with Cormac to go through the feasibility study report, this was being held at 2pm on Thursday 8th October in the Parish Council office.

HGV sign for Feock

It has been suggested that another HGV warning sign be put up near to Ferris Garage to warn HGVs that the roads are unsuitable for HGVs. The suggestion of a weight restriction has been discussed but is not feasible as there is no reason for there being a weight restriction (ie. a weak bridge) and therefore a sign would be unable to be put up stating this.

Cllr Gordon left the meeting at 8.15pm

Costs for removal of wrecked boat from Carnon Yard

Cllr Allen reported that notices had been put on boats that were not marked at Restronguet Point and Carnon Yard, advising that if boats were not registered by the end of August then the Parish Council would consider removing these. Cllr Allen suggested that there were 3 boats at Carnon Yard that should be removed. The 2 wooden boats could be removed and burnt but there was a plastic boat that would need to be disposed of through United Downs and the cost would be around £150.

RESOLUTION: CLLR RICHARDS PROPOSED THAT CLLR ALLEN ARRANGE TO DISPOSE OF THE BOAT, AT A COST OF UP TO £150, SECONDED BY CLLR ANDREW AND CARRIED UNANIMOUSLY BY THE MEETING

Access improvements to Devoran Park

The Clerk commented that as previously advised we had been successful in securing £10K from Cory for improvements to the park, including two hard-standing pathways, 5 additional benches made of recycled materials, a new picnic bench, trees for shade and works to shore up the bank around the slide area, including wooden stepping stones. The Clerk had 3 quotations for this work and circulated to those present the quotation she would recommend acceptance of.

RESOLUTION: CLLR KERRISON PROPOSED THAT THE PLAN AND QUOTATION OF £12,039 AS CIRCULATED BY THE CLERK BE ACCEPTED AND THE CLERK PLACE THE ORDER FOR THE WORKS, SECONDED BY CLLR SHEFFORD AND CARRIED UNANIMOUSLY.

17. POINT QUAY ASSOCIATION REPORT

Cllr Allen advised there had not been a meeting since the last Parish Council meeting and therefore there was nothing to report.

Cllr Chamberlain left the meeting at 8.25pm

18. POLICIES & NEW UPDATED STANDING ORDERS & FINANCIAL REGULATIONS TO BE ADOPTED BY THE COUNCIL

The Finance and General Purposes Committee have been through all the policies, Standing Orders and Financial Regulations and recommend to the Parish Council acceptance of these policies, Standing Orders and Financial regulations.

Cllr Shankland had the following queries:-

Did the Council need to be advised if someone was going to record a Council meeting? The Clerk has checked and this is a statutory requirement, although it does not have to be in writing.

Maximum length of meeting needed to be included as 3 hours.

It should be made clear that non-councillors should not have delegated authority.

Should the appendices to the agenda be attached to the minutes when this is published on the website? There was a discussion regarding this and the Clerk advised that the Appendices which are referred to in the minutes

are attached to the minutes (ie. the police report) and that if anyone wished to see a specific document that is referred to in the minutes or the agenda then they can ask the Parish Clerk to see this.

The Clerk would check the levels of financial authorisation matched in both the Standing Orders and Financial Regulations and email to the Council a summary setting out when quotes were needed etc.

RESOLUTION: CLLR RICHARDS PROPOSED THAT ALL THE DOCUMENTS (STANDING ORDERS, FINANCIAL REGULATIONS, ACTION PLAN, PUBLICATION SCHEME, COMPLAINTS PROCEDURE, DISCIPLINARY PROCEDURE, GRIEVANCE PROCEDURE AND TRAINING POLICY) BE ACCEPTED AS PRESENTED BY THE CLERK, SUBJECT TO THE CLARIFICATIONS ABOVE, SECONDED BY CLLR ANDREW AND CARRIED UNANIMOUSLY BY THE MEETING.

UNDER THE S100A LOCAL GOVERNMENT ACT 1972 (as amended) MEMBERS OF THE PUBLIC LEFT THE MEETING

The Chairman said he wished to propose a vote of thanks from the Council to the Clerk and the Assistant Clerk for all their hard work.

There being no further business the meeting closed at 9.00pm.

DATE OF NEXT MEETING: Tuesday 3rd November 2015, 7.15pm in the Parish Council Office

APPENDIX A – POLICE REPORT FROM PCSO THOMAS CARE

Thank you for the invitation to the grand opening of the new park equipment- what a lovely afternoon!

There were two crimes reported for September, one was a drink driver and the other was a mobile telephone that was reported stolen after a student left it in a study area unattended.

There were 20 calls to the police from within the parish during September, 4 were recorded as anti-social behaviour.

One of these was a vehicle blocking a road, another relates to a neighbourhood dispute, another related to drivers between the two roundabouts on the A39, screeching their tyres (unfortunately the caller telephoned us at 09:00 hours so there was zero chance of the offenders being spoken to as the incident happened at around midnight).

The other call related to off-road motorcyclists using a bridleway, which on double checking with the parish clerk is actually a BYWAY and we have had no further reports of off-road motorcyclists causing anti-social behaviour in the parish since the call on the 6th September.

APPENDIX B – ACCESS & AMENITIES COMMITTEE REPORT

- A meeting has been arranged with Glynn Stanley from Cormac at 2.0pm on Thursday 8th October to 'tease out' problems with the feasibility study for Devoran (see Minutes)
- The play equipment has been officially 'launched' by Bob Richards at a grand village tea party last Friday afternoon. It was a huge success in every way. The play equipment has been checked by the company and a few adjustments made.
- Out of interest, the same company has been asked to give us a quote to place matting along the old A39 grass verge – this would be strips of 1.5m x 1.0 or vice versa.
- The defibrillator phone box has also been officially opened with a very generous article in the West Briton last week reporting on the event.
- We will start organising space for the micro-library in the next week by sorting the book swap and moving two book shelves to house these books into the alcove where the filing cabinets are at present. These will be moved into the main office. The AA committee would like an estimate for the reorganisation of the whole reception space to make it more efficient.
- Debra and Caroline attended the Localism Summit day at Cornwall Council last Wednesday, which had some interesting information but mainly important for networking with other councilors and groups. Caroline gave a short account of the route to setting up a Community Transport Scheme, which was well received.
- Debra is sending out a letter for all parish councilors to send to their personal contacts so that we can get some more volunteer drivers. The scheme is becoming more popular so this is essential for all to help with please!

Caroline Johnson
Chair AA Committee