

MEETING NO. 1055

Minutes of the FEOCK PARISH COUNCIL MEETING held on Monday 4th November 2013 at St Feock Church Hall, Feock at 7.15pm.

Members Present:

WARDS	CARNON DOWNS	DEVORAN	FEOCK
	J H H Langdon	D Kiernander	C Blake
	B Richards	C Carter	T Smithies
	M Kemp	B Shankland	E West
	C Kemp	V Gordon	C Johnson
			R Andrew

In Attendance: Debra Roberts, Parish Clerk & Responsible Finance Officer
Cornwall Councillor Chamberlain
3 members of the public

CHAIRMAN: Councillor M Kemp

1. INTRODUCTION

The Chairman welcomed everyone to the meeting.

2. APOLOGIES

No apologies had been received.

3. MINUTES

Cllr C Kemp proposed that the minutes of the council meeting held on 7th October 2013, as circulated, be confirmed as a true record, and signed by the Chairman. This was seconded by Cllr West and was carried by the meeting.

4. DECLARATIONS OF INTEREST

Cllr Andrew made the following declaration of interest statement, particularly in relation to Items 14 and 17.
"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"

The Chairman, Cllr C Kemp, Cllr Johnson and Cllr Shankland declared an interest in Item 12 Property Working Party and would leave the meeting at that time.

Cllr Blake declared an interest in Item 16 Small Grant Application and would leave the meeting at that time.

Cllr Richards declared an interest in Item 25 Review of Code of Conduct decision notice on former Councillor and would leave the meeting at that time.

5. PUBLIC PARTICIPATION

A resident, Brian Ashdown said that he had sent an email regarding issues in Trolver Croft to the Parish Office and was looking forward to a formal written response from the Council. The Clerk advised she had passed this on to Cllr Richards as the Chair of the Planning Committee, Cllr Richards would provide a written response to Mr Ashdown and copy the Clerk on this.

ACTION: CLLR RICHARDS TO REPLY TO MR ASHDOWN

6. MATTERS ARISING FROM PREVIOUS MINUTES

Footpath at Penpol Boatyard

Cllr Gordon reported that Cornwall Council had advised they would inspect the footpath to ensure it was still being kept clear and the Boatyard had agreed to keep a 2 metre wide area clear for the footpath. Cornwall Council were also in negotiations with the Boatyard regarding the wording of their sign in relation to the footpath. The silt was still there and it was difficult for people to use the footpath. Cornwall Council were considering installing steps from the foreshore up to the footpath.

Hearing Loop

The Clerk read out the following minute from the meeting held on 8th April 2013. *“The Clerk reported that he had now received three quotations for works to improve hearing in the Parish Hall and provide compliance with the Disability Discrimination Act. All quotes received were based on needs for sound reinforcement and to include a hearing loop system. It was noted that the cheapest quotation had been received from Gimson Electrical Mechanical of Threemilestone in the sum of £1916 plus VAT. Following some discussion **Councillor Langdon proposed the council accept the quote from Gimson Electro Mechanical in the sum of £1916, that the cost be met from agreed sums set side previously, and that the Clerk ensure as far as possible that wiring arrangements be limited. This was seconded by Councillor Mrs Smeath and carried by the meeting.**”*

The Clerk advised that there had been no further mention of the installation of the hearing loop in subsequent meetings and it appeared that this had not been progressed.

The Chairman advised that the possible provision of a portable hearing loop would be looked as part of the 2013/14 budget. Cllr Langdon pointed out that he knew of several members of the public who had stopped coming to meetings due to the poor acoustics in the Market Hall. Cllr Langdon also commented that the meetings are currently too long in length for members of the public to stay for the whole session. Cllr Andrew advised that should we purchase a system that it would need to be portable as Councils meetings were being held in different venues around the Parish.

The Chairman commented that due to historic issues on the agenda, meetings were taking longer than hoped, however with the resolution of these issues future meetings should be shorter in length.

Brown Signs

Cllr Shankland had drafted a press release which had been circulated to all members. All were asked to let Cllr Shankland have their comments by email. The Clerk advised she had written to Cllr Bert Biscoe to ask that he raise the issue of the possible re-instatement of brown signs for local businesses. Cllr Johnson and Cllr Chamberlain advised they had also contacted Cllr Biscoe and he had undertaken to meet with Highways, it was suggested we hold our press release until we had a reply from Cllr Biscoe on what he had been able to achieve on our behalf. **It was agreed to wait for a response from Cllr Biscoe before issuing our press release and a joint press release with Cllr Biscoe was suggested depending on the outcome of the meeting.**

Monterey Pines

Cllr Richards reported that there was no standard planning policy on Monterey Pines. The planning issue with the resident in Feock was ongoing, he does not have a right of appeal, having already appealed once on the application. If a tree policy was put in place, the resident could, if he wished, submit a new planning application. Cornwall Council have undertaken to look at all their tree policies.

Letter to Feock Church

The Clerk confirmed she had written a letter of appreciation to St Feock Church regarding the new car park.

Wellington Plantation Weed Control

The Clerk advised she had written back to the resident who had complained regarding the condition of the pavements and roadways, advising that there was no money available in this financial year for additional weed clearance but additional weed clearance for the area would be considered when planning the 2014/15 budget.

'S' Bend parking in Devoran

Cllr Shankland undertook to investigate this in the next couple of days and report back to the next meeting. The installation of double yellow lines was discussed. Cllr Chamberlain advised that double yellow lines etc. could be requested via Ben Dickinson from Cornwall Council under a Traffic Regulation Order. The possibility of putting in a group Traffic Regulation Order request with Kea and Perranarworthal was discussed as this could possibly save all the Councils money. Cllr Shankland advised there were specific questions regarding this in the Community Questionnaire so more information would be obtained from these responses.

It was agreed for the Clerk to keep a list of traffic issues that could be reviewed and prioritised by the Council with a view to inclusion in a Traffic Regulation Order.

ACTION: CLERK TO MAINTAIN A LIST, CONTACT THE PERRANARWORTHAL CLERK AND ADD THIS ITEM TO THE NEXT AGENDA

Restoration of Milestones/Fingerposts

The Clerk had received a response from the Milestone Society, Cornwall Council were currently updating their guidance on restoration and he would provide a copy of this when it was available. The Clerk would then seek either volunteers or quotations to have this work completed.

Dog Bins

The Clerk was waiting to hear from Cornwall Council regarding the cost of installation/emptying if we wished to install new dog waste bins. Cllr Chamberlain advised he could get a list of where these were currently installed.

Goal posts in Devoran Park

The Clerk had spoken to the resident who had suggested this regarding what sort/amount of sponsorship he was suggesting. Around £200 - £300 may be available as sponsorship, however the resident would investigate the type/design of goal posts available for this amount and then let the Council know.

Our Place! Funding

The Clerk has contacted the body who are providing this funding, the scheme is not yet in place and they are in the process of tendering for an organisation to run the funding scheme. The Clerk has registered the Council's interest in the funding when it is available.

Heritage Lottery Funding for Memorial Parks

Cllr Smithies will investigate grants and funding that are available further and report back. A letter regarding the registration of memorials has been forwarded to Cllrs Smithies and Richards from the Clerk. Cllr Langdon advised there is a memorial plaque in Carnon Downs Chapel. The Chairman felt a record of war memorials and plaques should be kept in the Parish Office and reviewed annually to ensure it was kept up to date. Cllr Richards advised there were 2 names missing from the Devoran memorial.

7. MATTERS FOR REPORT

Cllr Richards advised he had new Neighbourhood Watch signs for Carnon Downs if anyone would like to suggest locations for these.

8. CURRENT REPORTS

Cornwall Council

Cllr Chamberlain reported that there had been ongoing discussions regarding the issues relating to Monterey Pines and that risk assessments should be carried out on individual trees when planning applications are received. All Tree Preservation Officers are trained in risk assessment. Cllr Chamberlain has asked that the assessments be heavily weighted on the safety side which is not currently the case. Planning permission had been given to fell a Monterey Pine which was in a secluded location and could not be seen by the public, consistency of decision was needed and he has requested that a standard policy be put in place. The housing

local plan figures discussion was still ongoing, there was a difference of opinion between the planners recommendation and the housing figures provided previously.

Cllr Chamberlain had met with Cllr Richards and Ben Dickinson to discuss the installation of cheaper footpaths, ie. On the wide grass verge leading up towards Devoran School, which would cost approx. £15 a metre for a metre wide path compared to £350 a metre for Cormac to install a footpath. Cllr Richards had given the details of this to Cllr Chamberlain and it was hoped other areas of the County could also use this method. There were also discussions regarding creation of hard standing parking (which is currently a muddy parking area) on Devoran Quay using the shavings from the Tram Road resurfacing. The drainage by the Old Quay Inn and down the S bend was very bad and cleaning of the drains was being arranged, together with investigations into a more permanent solution.

Police Report

PCSO Tom Care was not able to attend and the Clerk read out his report to the meeting (Appendix A)

9. FINANCIAL SUMMARY & ACCOUNTS FOR PAYMENT

The Accounts for payment for October were presented to the Chairman for authorisation and signature.

Total outgoings for October were £8,771.12

Total income for October was £280.00 (all hall hire)

Profit & Loss report shows to date for the year for general/working account:-

Income	£122,442
Expenditure	£81,353
Balance	£41,089 until end of March 2014

Cash Flow Forecast as at end of October shows the actual spending up to end of October. The opening bank balance at April was £3586, cash expected to be received during the year was £153,939 with expected cash payments (outgoings) through the year being £141,530 giving a potential cash balance of +£15,995 at the end of the financial year. However this gives a slightly skewed picture as the cash payments are artificially higher due to the Feock Bus Shelter insurance payment £9440, with the actual expenditure being in the previous financial year, also the receipt of £7196 VAT repayment related to expenses in the previous financial year. However, the payment to HMRC in April for PAYE/NI of £2225 related to the previous quarter (in the previous financial year). The forecast will be updated on a continual basis to allow for revisions and amendments as we become fully aware of one off or irregular payments throughout the year.

Spending is forecast up until the end of March, these are costs we know about and from the forecast from the previous staff. We will use this as a basis for the budget to prepare for the precept for 2014/15. The precept amount needs to be submitted to Cornwall by Christmas.

10. LOCAL WARD REPORTS

Cllr Smithies reported that the trial Councillors Surgery that had been held prior to this meeting had been well received by the residents. Issues raised related to Monterey Pines, the possibility of a role within the Parish to co-ordinate TPOs and to report issues with overgrown hedges, verges etc., the Parish Council to play a more active role in looking after isolated residents, the possibility of footpaths etc., being kept tidy rather than cut back after reported that they were overgrown (being proactive rather than re-activate) and the Corlink rural transport being diminished. Cllr Johnson thanked Cllr Smithies for co-ordinating the session and proposed that the surgeries also be trialled at Carnon Downs (2nd December) and Devoran (14th January), all were in agreement. The Clerk to advertise these sessions as had been done for Feock.

ACTION: CLERK TO ADVERTISE COUNCILLORS SURGERIES

Feock – Cllr Blake

Mature trees had been felled at Restronguet Point and these would be replaced with new ones.

The Church car park is being used as an informal 'park and ride'

There were issues with pot holes, overgrown verges and hedges. It was felt that large vehicles/cranes were causing the problems with pot holes.

A residents meeting is being held at 7.00 pm on Tuesday 26th November at St Feock Parish Church to discuss the future of the Church Hall.

Devoran – Cllr Carter

There had been some planning issues reported regarding extensions being built which had been referred to the Planning Committee and Cornwall Council.

It had been suggested that a permanent bus stop be installed on Devoran Lane, an area where cars would be prevented from parking, as at present the bus has to stop in the middle of the road (due to parked cars) making it difficult for residents to get onto the bus. It was agreed for this issue to be added to the Clerks list of traffic issues.

There were ongoing parking issues on Market Street, it was suggested the use of the wide section of the old road leading up to the school for parking bays. It was also suggested a one way system may help with traffic issues on St Johns Terrace and Market Street. There were also issues with delivery/builders lorries blocking the roads.

ACTION: CLERK TO ADD THE ABOVE TO THE LIST OF TRAFFIC ISSUES

Carnon Downs – Cllr Richards gave a report which attached at Appendix B

There had been complaints received regarding the brambles growing on the Bissoe Road side of the Carnon Downs Park hedge as well as the size the trees had now grown too.

DECISION: Cllr Richards proposed that the Parish Clerk contact the Footpath contract to ask him to remove the brambles on Carnon Downs Park hedge and prune the trees in the park. This was agreed.

11. REPORT ON PLANNING COMMITTEE MEETING

Cllr Richards gave a report on the latest Planning Meeting. 8 applications were received, of which 5 were trees. On 2 applications there were concerns on the design but no material planning reasons to recommend refusal. 1 application at Stamps Hill had been refused by Cornwall Council, it was envisaged an appeal would be lodged by the resident. The last application considered was for an extension in Carnon Downs. No further planning meeting date had been set, the Assistant Clerk would ask for comments by the deadline on any applications that need a response before the next meeting was arranged.

12. PROPERTY WORKING PARTY

The Chairman, Cllrs C Kemp, Johnson and Shankland left the meeting as they had declared an interest in this item.

Cllr Andrew took over as Chairman.

Market Hall Lease

Cllr Smithies advised that negotiations regarding the Market Hall lease were progressing well and he was confident of these would be concluded swiftly. The heads of terms had been circulated to the Council members and a formal lease had now been drawn up, the proposed tenant had responded and there were no major concerns.

Cllr Kiernander asked who would be paying the legal fees as normally the tenant was responsible for both sides fees. Cllr Smithies felt that in the circumstances each side should pay for their own legal fees.

Feock Reading Room

Cllr Richards advised that a rent review had been completed by Scott Burrige Commercial. The review was overdue. This would be discussed at the Property Working Party and a recommendation put to the next Council meeting.

The Chairman, Cllrs C Kemp, Johnson and Shankland rejoined the meeting.

13. GOVERNANCE WORKING PARTY

The Chairman proposed that a Finance & General Purposes Working Party be set up. He recommended this be a working party rather than a committee. A committee would have to meet in public and formal minutes would be required to be kept. Due to the nature of the matters discussed, many would be confidential and outside of the public session. The working party would not make decisions, it would just make recommendations to the full Council for a decision and this would ensure complete transparency. The Clerk would attend the meetings as a non-voting member and also take informal notes. It was suggested this working party meet quarterly and cover issues such as HR, health and safety and finance. A draft copy of the Terms of Reference had been circulated. In addition to minor typographical errors, it was agreed to add "2e – Review of Councils internal policies and procedures'. Small grant applications would remain the decision of the full Council.

It was felt this was a workable suggestion and this was duly approved by the Council

The original suggested members were the Chairman, Cllrs Andrew and Smithies and all present approved this.. To keep in line with the Planning Committee membership, two additional members were required to increase membership to 5 and the Chairman invited nominations.

**DECISION: The Chairman proposed Cllr West, seconded by Cllr Andrew
Cllr Smithies proposed Cllr Kiernander, seconded by the Chairman**

The Chairman suggested that this working group meet prior to the next Council meeting to enable the precept for 2014/15 to be discussed and a recommendation be made to the next Council meeting.

ACTION: PARISH CLERK TO LIAISE WITH MEMBERS OF WORKING PARTY TO AGREE A DATE

Cllr Andrew suggested we review the working party in 6 months as per the agreement for the Planning Committee. This was agreed.

The revised Terms of Reference are attached to the minutes (Appendix C).

14. NEIGHBOURHOOD PLAN

Cllr Carter (Chair of Neighbourhood Plan) gave an update on progress with the project. This was going very well and a meeting to agree the final version of the Community Questionnaire was being held on Wednesday. The questionnaire would be sent out by Monday 18th November with a deadline to return in a freepost envelope of Wednesday 4th December. Cllrs Shankland and Gordon have been very involved in the project especially on the Communications side. A very good response had been received from the Housing Needs Survey, almost 400 and it was hoped that the Community Questionnaire would have even more responses. Cllr Gordon was co-ordinating the Youth Survey and Wishing Tree for the primary and pre-school age children.

Cllr Kiernander suggested that a newsletter be put out from Parish Council to update residents on progress the council has made. It was agreed to issue a newsletter in January/February 2014.

ACTION: CLERK TO INCLUDE NEWSLETTER ON JANUARY 2014 AGENDA

15. AMENDMENT TO STANDING ORDERS

The Clerk had re-arranged the order of the agenda with a view to this being easier to follow. The first 14 items would be standard items for report and then items after this would be variable according to contemporary issues. It was agreed to also add a standard item of Report from Finance & General Purposes Working Party. As the order of the agenda items was set out in the standing orders, the Council needed to propose and agree this.

DECISION: CLLR SMITHIES PROPOSED THE NEW AGENDA ORDER TO BE AGREED AND THE STANDING ORDERS AMENDED, SECONDED BY CLLR JOHNSON

ACTION: CLERK TO ADD 'REPORT FROM FINANCE & GENERAL PURPOSES WORKING PARTY' & AMEND STANDING ORDERS

16. SMALL GRANT APPLICATION

Cllr Johnson left the meeting as she had previously declared an interest.

Feock Community Hall Group had submitted a small grant application for £100 to carry out a consultation meeting in relation to the future of the Church Hall.

DECISION: CLLR RICHARDS PROPOSED THE GRANT BE APPROVED, CLLR C KEMP SECONDED THIS. ALL PRESENT AGREED.

It was noted that there was a £1000 in the budget for the small grant scheme for the year.

17. COMMUNITY NETWORK PANEL REVIEW CONSULTATION

The Clerk had circulated the documents from Cornwall Council, the response date had been extended to 21st November. Cllr Richards had put together a response (previously circulated) and ran through this.

DECISION: AGREED FOR THE CLERK TO RESPOND TO THE CONSULTATION ADVISING THAT OPTION 1 WAS OUR PREFERRED RESOLUTION (ATTACHED AT APPENDIX D)

18. AGREE FUTURE PARISH COUNCIL MEETING DATES & VENUES

After a discussion it was agreed to alternate meeting dates between Mondays and Tuesdays, Mondays for odd months and Tuesdays for even months starting in 2014. The next meetings are therefore:-

Monday 2 nd December 2013	Carnon Downs Village Hall
Monday 13 th January 2014	Devoran Market Hall
Tuesday 4 th February 2014	Venue to be agreed
Monday 3 rd March 2014	Venue to be agreed

It was agreed to put the January meeting back a week due to the Christmas holidays to ensure the agenda was issued in good time.

Councillors Surgeries would be held at Carnon Downs and Devoran prior to Council meetings at those venues and it was agreed at the January meeting to review the potential rotation of future meetings between the 3 villages.

There was a discussion regarding the length of the meetings and it was agreed that meetings would aim to finish by 10.00 pm if possible.

19. CARNON DOWNS WARD VACANCY

The Clerk reported that Cornwall Council had not received any requests to hold an election and therefore as the deadline had now passed it was up to the Parish Council to co-opt a member.

DECISION: CLLR LANGDON PROPOSED THAT PHILIP ALLEN JOIN THE COUNCIL AS THE CARNON DOWNS WARD MEMBER, THIS WAS SECONDED BY CLLR BLAKE. THE REST OF THE COUNCIL UNANIMOUSLY APPROVED THIS NOMINATION.

Mr Allen who was present at the meeting, gave some information on his background and that he had been a Feock and Carrick Councillor in the past. The Clerk would provide the paperwork for signature to Mr Allen.

20. REPRESENTATION ON OUTSIDE BODIES

The list previously "held" by the council was discussed as it was clearly out of date, as in particular it listed sub-committees of the Council that were non-existent. Members felt that having a "nominated representative" on many of the listed bodies was not appropriate, if not irrelevant as some of the "bodies" listed no longer existed; were de facto functions of the Council or had organisational bodies that were fully functional.

The Clerk to revise the list and contact all the relevant organisations.

ACTION: AGREED FOR THE PARISH CLERK TO DRAFT THE LIST DISCUSSED AND CIRCULATE TO ALL MEMBERS BY THE NEXT MEETING.

21. UTILISATION OF FOYER AREA OF PARISH COUNCIL OFFICES

Cllr Johnson commented that she felt this area should be made more accessible and could be used as a space where the senior members of the village could interact with each other. Cllr Johnson suggested a book swap area be made and we could then have a formal launch and put out a press release. The Parish Staff were in agreement with this and would also look to revamp the area providing a more informative noticeboard, planning area etc. Cllr Gordon asked if there could also be a children's book swap area.

ACTION: ALL PRESENT AGREED, CLLR JOHNSON TO PROGRESS WITH THE PARISH CLERK

22. GRANT FUNDING

The Chairman advised that there was a lot of funding available which we could take advantage of. Mark O'Brien (our Community Network Manager) from Cornwall Council would be attending the next meeting to advise on how to look for grant funding.

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

23. REPORT ON LEGACY AUDIT AND FINANCIAL ISSUES

Cllr Andrew advised that investigations are still underway and yet to be concluded.

INTERNAL AUDIT

The Chairman advised he was still waiting for CALC to provide details of a new Internal Auditor options.

24. ANY OTHER BUSINESS

There being no further business the meeting closed at 10.10pm.

DATE OF NEXT MEETING: MONDAY 2ND DECEMBER 2013, Carnon Downs Village Hall at 7.15pm.

There were 2 reported crimes within the Parish for October 2013;

1. GT/13/1991 – On Sunday 13th October a drink driver was prevented from driving his vehicle at Loe Beach and has been charged to court.
2. GT/13/2039 – Two credit cards were stolen by an acquaintance of the victim at a property in Carnon Downs, this crime is currently being investigated by PC Curtis.
3. GT/13/2088 – Theft of plants, this crime is being investigated by PCSO Care and PC Curtis and at this time no offender has been found, however I do not feel that it is an ongoing problem or a wider parish issue.

During October the police received 23 calls from the public within the parish that resulted in logs being created. Two of the calls related to swans found dead at Devoran creek, I visited the area and also in attendance was an RSPCA officer. He was of the opinion that anything could of caused their deaths. The RSPCA would like any future sightings of dead swans called in straight away and he said if members of the public feel inclined the RSPCA would appreciate them bagging the dead birds in a plastic bag. The RSPCA need the birds in good condition and they need to collect them within 24 hours of their dying in order to ascertain accurately the cause of death. There have been no reports within the past fortnight of any recent sightings of dead swans, if anyone has any information contrary to this please contact the police on 101 quoting GT/13/1987.

Catalytic converter theft is something your neighbourhood policing team is looking to deal with and we now have crime prevention kits for those with vulnerable vehicles. Vehicles include camper vans, vans, four wheel drives or any vehicle with a catalytic converter can be fitted with these marking kits, please email me if you require one of these kits or know someone who you think would benefit from one.

CARNON DOWNS WARD REPORT

APPENDIX B

The main issues in Carnon Downs at present continue to be those which have been of concern for some time. There are now and have been for many years problems over parking at the village shop and post office and although several possible solutions have been tried over the years, none seems to work. The basic problem is that the shop is a victim of its own success and it also has to be said that there are many villages in Cornwall and elsewhere who would be delighted if there were parking problems around their own village shop but sadly those shops no longer exist. This is certainly the case in our Parish where the shop in Carnon Downs serves not only the immediate community but also a large area around it.

As part of our ongoing Neighbourhood Plan consultations we are engaging with local businesses and this may be an opportunity to try again to help out with the parking issues here.

Staying in that same area, I have been approached with a request that the Parish Council consider a bus shelter at the end of Smithy Lane, where it joins Old Carnon Hill. There is a small area of grass there which I assume is technically owned by Cornwall Highways but which is maintained by the householder and this is adjacent to a bus stop which already exists. The problem is that residents, a lot of whom are elderly, wait at this rather exposed bus stop in all winds and weathers and would like somewhere to shelter. Bus shelters do not come cheap, the council purchased two last year, one for a site in Devoran and another to replace one knocked down by a car in Feock. The insurance claim for the one at Feock was in excess of £9,000.

Still in the Old Carnon Hill area, a traffic survey was carried out by Cornwall Highways a few weeks ago following a series of comments and complaints about speeding traffic up and down the hill. The results of this were quite astonishing in many ways as they showed that over 99% of traffic coming up the hill and over 90% of traffic going down the hill was travelling within the 30mph speed limit, so it seems that yet again it is the perception of speed rather than actual speed which is the cause of concern. The full survey results are available at the Parish Office. They also show a figure of well over 1,100 vehicles per day monitored on Old Carnon Hill in each direction. This is in fact well below the true number of traffic movements as the speed detector only picks up the speed of the lead vehicle in any convoy, so if two or more cars are following each other or close together, only the first one in the line is detected by the gadget used in this survey.

As a matter of interest, with the exception of one vehicle which went down the hill at over 45mph at 2:00a.m. one morning, the fastest traffic was recorded between the hours of 5 and 7 a.m. in each direction and not, as is commonly thought, in the "rush hour" between 8 & 9 or later in the day when going home.

Moving up the road, the junction of Forth Coth and Bissoe Road has become an unofficial local car park and park and ride area. There is a lot of parking too close to the junction and it was looked at earlier today with Cllr Chamberlain and Ben Dickinson of Cornwall Highways. Some of these cars are staff of the dental surgery and others are folk from outside the village parking here and catching buses to Truro and other destinations, a sort of small unofficial park and ride scheme.

Cornwall Highways have agreed to look into the provision of double yellow lines around the junction of Forth Coth and Bissoe Road as traffic turning into Bissoe Road is often forced to use the wrong side of the road and turn "blind" around the corner to avoid parked cars. It would certainly be a better use of a tin of yellow paint than that which was used against the Parish Council's wishes at the other end of Forth Coth at the top of the slip road from the bypass at the end of last year as a result of a unilateral decision by our former Cornwall Councillor.

Highways have also agreed to conduct a traffic speed survey in Bissoe Road as soon as possible along the same lines as that recently carried out on Old Carnon Hill as mentioned above.

Trees and bushes on the hedges of the Carnon Downs Playing Field in Bissoe Road are quite literally an ever growing problem and one which has caused complaints from neighbours. I would like to propose that our footpaths contractor be given the task of removing them completely or at the very least giving them a severe haircut. A lot of them are gorse bushes and prickly and could cause a nasty accident or injury. Most if not all are our responsibility as a Parish Council as they are growing out of the hedge of our playing field. There are also several small trees within the playing field which could benefit from pruning as they are now of a size where they are shading daylight from nearby properties. They are not in any way large or dangerous neither

would there be any concerns over TPO's or work to protected trees and so this could be added to the request to our maintenance contractor.

We have yet to have any further news on the Trevince development but we understand that Taylor Wimpey now own the site and would need to submit an amendment to the planning approval if they wish to build to designs different from those already agreed. This is a situation which we will be monitoring very closely on our Planning Committee.

There are again problems with tree roots on the cycle path from Carnon Downs to Devoran and resolving this issue is ongoing. It is an item which comes up every few years, the trees grow, so do their roots, they are cut off and then grow again. The roots have caused a cyclist to come off recently and are a danger and will be dealt with one way or another.

Other than that, the Ward seems to be ticking along at a leisurely pace but if there are any issues which residents have, then I would invite them to contact me through the Parish website, office or direct

AGREED TERMS OF REFERENCE FOR THE FINANCE & GENERAL PURPOSES WORKING GROUP APPENDIX C

* The Finance & General Purposes Working Group (FWG) will be responsible for evaluating and addressing the following responsibilities of the Parish Council. The FWG has no executive authority and its role will be to review the responsibilities that have been designated by the Parish Council and to report recommendations to the full Council meeting where decisions will be made and appropriate executive authority will be delegated.

1. Finance

- a) Annual financial forecasts
- b) Annual Budget and Precept
- c) Internal and External Audit process
- d). Banking arrangements
- e) Deployment of Council cash reserves
- f). Quarterly review of Council income, expenditure and cashflow
- g) Quarterly review of potential external grant options and applications
- h) Quarterly review of Council assets and related management issues
- i) Annual review of all insurance, maintenance and contractual matters

2. Constitutional Matters

- a) Review of any Council Standing Orders and proposed amendments
- b) Review of Council Financial Regulations and proposed amendments
- c) Review of any Code of Conduct issues
- d) Review of any legal and contractual issues
- e) Review of Councils internal policies and procedures

3. HR and H & S

- a) To review any HR/H&S issues that have been initially referred to them by serving Councillors and/or Parish Council employees
- b) To review and update H & S policies raised by the Parish Clerk

* The FWG will consist of 5 members who will be nominated and if necessary elected at a Council Meeting.

* The FWG will elect a Chair & Vice Chair to serve for a minimum period of 12 months. The Chair & Vice Chair may be re-elected on an unrestricted basis.

* The FWG quorum shall be 3 members

* The FWG will meet privately on a quarterly basis and at any other time when requested by the Council Chair, or at the instigation of the FWG chair, on dates, times & venues determined by the FWG Chair or in his absence the Vice Chair

* The Chair or Vice Chair of the Committee may consult other members between meetings by email in order to solicit views on issues that have already been raised at a prior meeting or on any subsequent developments that may have arisen. A collective email response may be deemed to be valid, as representing the view of the FWG, if a quorum of at least 3 members provide a response.

* The Parish Clerk/RFO will be a non-voting member of the FWG and will attend all meetings unless the subject matter would constitute a conflict of interest.

* The Parish Clerk/RFO will take informal minutes of the FWG meetings which will only be circulated to FWG members

* The Chair (or Vice Chair) of the FWG will be responsible for reporting any recommendations by the FWG at the next full Council meeting.

Option 1:			
Formality & Visibility	People & Support	Influence / Money	Improved community engagement
<p>Form joint committees with town & parish councils to give equality of voting at community level.</p> <ul style="list-style-type: none"> - <i>What key areas would Members envisage taking decisions on jointly?</i> - <i>voting arrangements need agreement, this discussion can detract from purpose i.e. achieving community benefit;</i> - <i>Would require formal democratic support – would reduce resources available for other committees to a degree – depend on number of meetings;</i> <p>or Members would need to agree additional resources or arrange meeting support from an alternate source; formal meetings, agendas despatched in accordance with Access to information provisions and would require reports to be written by officers and attendance</p>	<p>Nominated directors AND / OR heads of service aligned to each Network Panel - <i>As a 'go to' person should other channels for issue resolution fail - not intended that they should attend every meeting; Note – parameters needed to ensure that they don't end up refereeing over minor local disputes;</i></p>	<p>Formal delegation of powers and / or budget - either for specific function or on an ad hoc basis where community is specifically affected –</p> <ul style="list-style-type: none"> - <i>requires cabinet approval & consultation with Heads of Service on practicalities;</i> - <i>How would devolution of budget responsibility across 19 network areas deliver improved engagement?</i> - <i>What decisions do Members want to take at this level?</i> - <i>Money may not be the Council's but affect locality. E.g. s.106 money or Community Infrastructure Levy</i> 	<p>Co-option of local stakeholders for specific issues or as a standing member – <i>relevant if meetings are formalised or not. Issues relating to voting rights would need to be discussed /resolved.</i></p>
	<p>PAC chairs / cabinet member formal role in supporting the resolution of issues – <i>through involvement with or understanding of issues at a community level, PAC chairs are likely to develop awareness of any council-wide problems in their portfolio area.</i></p>	<p>Increase of influence through status of Panel meetings in the constitution – <i>formal routes in for recommendations from Panels e.g. trigger a debate – formality not required if requirements are clear; awareness of informal methods of influence.</i></p>	