**MEETING NO. 1159**

**Minutes of the FEOCK PARISH COUNCIL MEETING held on Tuesday 6th December 2016 at the Parish Council Office, Devoran at 7.15pm**

WARDS CARNON DOWNS DEVORAN FEOCK

R Richards V Gordon C Shefford

I MacDonald B Thomas R Andrew

S Parker K Hambly-Staite

P Lightfoot C Blake

C Johnson

In attendance: Debra Roberts, Parish Clerk & Responsible Finance Officer

2 members of Devoran Village Hall Committee

CHAIRMAN: Councillor Richards

**1. INTRODUCTION**

The Chair welcomed everyone to the meeting.

Cllr MacDonald – 38 houses not 30 under planning

**2. APOLOGIES**

Apologies had been received from Cllrs Allen, C Kemp, M Kemp and Cornwall Councillor Chamberlain. Cllr Gordon had advised she would be late to the meeting.

**3. APPROVAL OF MINUTES OF THE MEETING HELD ON 7TH NOVEMBER 2016**

**RESOLUTION: CLLR ALLEN PROPOSED THAT THE MINUTES OF THE MEETING HELD ON 7TH NOVEMBER 2016 AS CIRCULATED BY THE CLERK BE CONFIRMED AS A TRUE RECORD, AND SIGNED BY THE CHAIRMAN. THIS WAS SECONDED BY CLLR RICHARDS AND WAS CARRIED UNANIMOUSLY BY THE MEETING.**

**4. DECLARATIONS OF INTEREST**

Cllr Andrew gave the following 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”

Cllr Thomas declared an interest in Item 19 Devoran Village Hall request for financial assistance as he was a trustee of Devoran Village Hall and confirmed he would take no part in any discussion.

Cllr Andrew declared an interest in items 15 and 16.

**5. PUBLIC PARTICIPATION**

Judy Ivall from Devoran Village Hall thanked the Parish Council for their support and how much the Committee appreciated it.

**6. CLERKS UPDATE ON MATTERS ARISING FROM PREVIOUS MINUTES**

The Clerk had drafted a loan agreement with Devoran Village Hall.

**7. MATTERS FOR REPORT**

The Chairman and Cllr Hambly-Staite attended the last Community Network Meeting at Cornwall Council. The new Police Inspector was at the meeting and we now share a PCSO with Kea and Kenwyn parishes. The issue of crime figures was raised and he would send a PCSO or if a further explanation to a future meeting if this was requested by the Parish Council. It was agreed for the Clerk to contact Inspector Milburn for further information about the crime figures.

1. **CURRENT REPORTS**

**Cornwall Council**

Cllr Chamberlain had given his apologies. It was noted that the Cornwall Local Plan had recently been adopted.

**Devon & Cornwall Police**

The Clerk gave the Police crime report for September which were the latest figures she was able to access online **<https://www.police.uk/devon-and-cornwall/CIOS.4065/crime/+LCXfe2/>**

There were 10 reported crimes in the Parish for the month broken down as follows.

1. Feock – Antisocial behaviour
2. Carnon Downs, Quenchwell Road - Anti-social behaviour
3. Carnon Downs, Woon Lane – Drugs
4. Carnon Downs, Tregye Road – Anti-social behaviour
5. Carnon Downs, Carnon Crescent – Anti-social behaviour
6. Carnon Downs, Smithy Lane – Anti-social behaviour
7. Carnon Downs, Parcancreeg – Anti-social behaviour
8. Devoran, St Johns Terrace – Burglary
9. Devoran, St Johns Terrace – Burglary
10. Penpol Hill – Violence and sexual offences
11. **FINANCIAL SUMMARY & ACCOUNTS FOR PAYMENT**

The Clerk gave the following financial report.

Total outgoings/accounts to be paid since the last meeting £21,191.95

Includes:

PWL Loan repayment - £3812.56

Internal audit fee - £250

Churchyard grants - £840

Play area safety inspections - £230

Printing and design of footpath walk leaflets - £7731.40

Total income since last meeting in November £1248.33

Sale of Ecodeck - £200 left over from old A39 footpath

Current account bank balance and reconciliation - £103,839.54 as at 06/11/16

True balance - £97,731.86 (£4915 and cheques not yet cashed)

Cambridge Easy Access Saver (Reserve a/c) - £72,451.32 (includes £50K bond)

**Profit & Loss report to date**

Shows to date for the year 2016/17 for general/working account:-

Income £128,576 £128,576

Expenditure £219,249 (includes PWL repayment) £86,493 (without PWL)

Balance -£90,673 +£42,083 (without PWL)

(£132,756 was PWLB repayment made)

1. **LOCAL WARD REPORTS**

**Feock – Cllr Andrew**

The most overgrown part of Trolver Hill hedges still hadn’t been cut back and notice had been served to the landowner to cut it.

There had been two water main bursts at Fourturnings in recent weeks which caused some disruption.

Cllr Blake reported that by the thatched cottage at the bottom of Trevilla, the footpath that runs beside it the footpath has a broken footpath sign. The road by Oystercatchers is always wet due to a blocked drain and Cllr Blake was concerned that if there was a frost it would be sheet ice and very dangerous. The Clerk would report this again to Cormac.

**Devoran – Cllr Parker**

The noticeboard at Point has fallen down and is back at the office for repair. Cllr Thomas had reported the flooding on Greenbank Road to Cornwall Council but they had advised that nothing would be done. The yellow lines going up to the Chapel in Devoran were poorly located and were not long enough to stop people parking opposite the chapel, it was almost impossible to access the car park due to parked cars.

**Carnon Downs – Cllr Richards**

The Feasibility Study had been carried out on highways, this had been looked at recently and this would be taken forward through the Access & Amenities Committee. It was hoped that priority could be given to joining up the pavements on Bissoe Road (potentially Section 106 funded), the idea of creating a parking bay outside the Dentist was no longer being considered as it was a lot of money for what may provide only 1 or 2 parking spaces. Sunbeams & Carnon Downs Methodist Chapel are holding their Christmas Fayre on Saturday and have kindly said they will donate proceeds from the refreshments to helping to fund the defibrillator on Forth Coth. All the houses in Pengelly Meadows have now been sold bar the show house. The Clerk was finding out how many were occupied as this triggered the S106 payments.

**11. PLANNING COMMITTEE REPORT**

The Chairman reported that we had a public meeting recently in Carnon Downs regarding a proposal to build 38 houses off Valley Lane which was attended by around 60 residents. It has now been agreed that this site comes under Policy 9 of the Local Plan, the affordable housing team are not in favour due to low numbers of affordable housing, there are issues with the removal of the hedge to open up the site and also problems with access over the bridleway.

We recently took an application in Carnon Downs to Central Planning Committee which unfortunately was approved against our wishes, there is another application that we will also be taking to the next Central Planning Committee for 2 houses which again we do not agree would be infill as it is in an open field.

There is a pre-application for 9 houses in the field just below the Garden Centre off Valley Lane (opposite end to other Valley Lane development), application reference PA16/03474PREAPP. Cornwall Council Planning have advised that they do not have any objections to the Parish Council becoming involved at this stage.

The Chairman commented that there are currently in the region of 170 new dwellings currently at various stages of the planning process, this includes allowing for the 60 off Quenchwell Road which are going to appeal early next year and also the conversion of the holiday homes at The Valley to full time residential homes.

1. **ACCESS & AMENITIES COMMITTEE REPORT**

The Feock Trails Leaflets have been finalised and 3000 copies will be printed soon. The sleepers have arrived for the Lobb Garden flower beds.

The Committee would like to recommend to the Full Parish Council that a 20 mph zone/limit be installed in Devoran and budgeted for in 2017/18.

Cllr MacDonald felt that we needed to challenge the speed monitoring readings and felt that these showed there was not a problem however perception was that there was an issue on Greenbank Road.

FAST (Feock Action on Speed and Traffic) Project (note amended title)

An initial meeting with the King Harry Ferry regarding the speed and volume of traffic on the Trelissick Road had been held and a further meeting is being held tomorrow with the General Manager of Trelissick. We will also be putting together a working group with residents. Our contractor will be filling in the gaps in matting in Devoran Park with additional matting. The Clerk is getting designs and prices for the new recreation area at Pengelly Meadows following the consultation.

**13. POINT QUAY ASSOCIATION REPORT**

No representative from the PQA was in attendance and therefore there was no report.

**14. HEALTH TRANSFORMATION PROGRAMME**

Cllr Hambly-Staite said that a presentation had been given at the last Community Network Meeting on the future Health Transformation Programme. The role in this of Town and Parish Councils was being discussed. The funding for the Living Well programme had now stopped and the programme had ceased, this was a preventive service. Cllr Hambly-Staite would like to get Full Councils approval that this is something in principle that we would wish to progress further, ie. to establish the need not what is wanted. Cllr Hambly-Staite would be happy to lead on this as he had a keen interest and felt this could sit with the Access & Amenities Committee.

Cllr Andrew said that he thought this might be too much for the Access & Amenities Committee to manage bearing in mind all the highways projects and suggested that perhaps a separate Health & Wellbeing Committee/Working Party be set up to manage this.

**RESOLUTION: CLLR ANDREW PROPOSED THAT WE SET UP A HEALTH & WELLBEING WORKING PARTY WITH A VIEW TO CONVERTING THIS TO A COMMITTEE IN MAY 2017, SECONDED BY CLLR JOHNSON, CARRIED UNANIMOUSLY BY THE MEETING.**

Cllr Lightfoot, Andrew, Thomas also expressed an interest in being involved in this working party. The Chairman thanked Cllr Hambly-Staite for volunteering to lead on this issue.

**15. TRURO POST OFFICE CONSULTATION**

The Clerk read out the letter that it had been proposed to send from the Community Network Area Parish Councils and asked if the Council were in agreement with the Parish Council putting their name to this letter.

**RESOLUTION: CLLR RICHARDS PROPOSED THAT THE PARISH COUNCIL PUT THEIR NAME TO THE LETTER FROM THE COMMUNITY NETWORK AREA PANEL, SECONDED BY CLLR HAMBLY-STAITE AND CARRIED UNANIMOUSLY.**

It was noted that Cllr Andrew took no part in this discussion. It was noted that if anyone had any further comments they wished to make they needed to let the Clerk know by lunchtime on Wednesday to meet the deadline for comments.

**16. MAINTENANCE PARTNERSHIP WITH CORNWALL COUNCIL**

Cllr Hambly-Staite said that a recent Joint Highways Meeting there was a discussion with the Footpaths Officer regarding the Local Maintenance Partnership. Cllr Hambly-Staite had spoken to Cllr Allen and they felt it would be a good idea to investigate setting up a new partnership regarding maintenance of footpaths and extending the maintenance of these.

It was agreed for the Clerk to volunteer to sit on the Partnership group that is being set up with Cornwall Council which had been advertised via the CALC newsletter.

**17. FEOCK & DEVORAN CHURCH REQUESTS FOR CHURCHYARD SUPPORT GRANTS**

The Chairman advised that for the last few years we have given a grant to both the churches within the Parish to assist them with maintenance of the churchyards.

**RESOLUTION: CLLR ANDREW PROPOSED THAT THE GRANTS OF £420 BE PAID TO EACH OF THE CHURCHES, FEOCK AND DEVORAN AS REQUESTED, SECONDED BY CLLR BLAKE AND CARRIED UNANIMOUSLY.**

**18. PRECEPT, BUDGET & ENHANCEMENT PROJECTS FOR 2017/18**

The Clerk had circulated copies of the draft budget which had been agreed and recommended to the Full Parish Council by the Finance and General Purposes Committee.

**RESOLUTION:**  **CLLR HAMBLY-STAITE PROPOSED THAT THE CHAIRMAN’S ALLOWANCE IS INCREASED TO £750 FOR THE YEAR 2017/18, SECONDED BY CLLR SHEFFORD AND CARRIED UNANIMOUSLY BY THE MEETING.**

**RESOLUTION: CLLR MACDONALD PROPOSED THE BUDGET FOR 2017/18 AS CIRCULATED BY THE CLERK BE APPROVED, SECONDED BY CLLR ANDREW AND CARRIED UNANIMOUSLY BY THE MEETING.**

It was noted that the Chairman took no part in this discussion.

The Vice Chairman advised that the Finance and General Purposes Committee were recommending that the precept was raised to £104,000, this was an increase of £7000 which equated to £3.80 per year on a Band D property, just over a 1p a day increase.

**RESOLUTION: CLLR ANDREW PROPOSED THAT THE PRECEPT BE RAISED BY £7000 TO A TOTAL OF £104,000 FOR THE YEAR 2017/18, SECONDED BY CLLR THOMAS AND CARRIED UNANIMOUSLY.**

The Clerk had circulated the list of proposed enhancement projects, comments were made as follows.

Cllr MacDonald, Cllr M Kemp and Sam Edwards had held a site visit to Carnon Downs last week to look at the proposed highways projects.

Forth Coth, Carnon Downs – it was felt that the proposed parking bay was very expensive and would only provide 2 spaces. Alternatives suggested were planters to stop the pavement being blocked and a possible painted line to show the pedestrian walkway.

Carnon Downs yellow lines on Bissoe and Quenchwell Roads – it was felt that this was an important project for safety.

Bissoe Road pavement – it was hoped that this could be fully or at least partially funded by the Section 106 funding from Pengelly Meadows.

Cllr Hambly-Staite had obtained a new quotation for the provision of a handrail on the Pill Creek footpath so this cost could be reduced to £400.

Drains and accumulations of leaves – this may come under any new maintenance partnership with Cornwall Council that would be discussed.

The Clerk would find out the action previously agreed regarding dog waste bins for Devoran.

It was noted that a Feock Tennis Group had been set up and may be approaching the Parish Council in the new year regarding provision of tennis courts in Feock.

It was agreed for signs to be displayed in the bus shelters stating that they are owned and maintained by the Parish Council.

Cllr Andrew would like the possibility of installing solar panels on the roof of the Parish Council Office. The Clerk would investigate this.

Cllr Blake would like a sign displayed by the Holy Well in Feock stating that it is maintained by the Parish Council as he felt that the work that the Council had carried out on it should be recognised.

**RESOLUTION: CLLR RICHARDS PROPOSED THE ENHANCEMENT BUDGET BE APPROVED AS SET OUT BY THE CLERK (WITH THE REMOVAL OF THE MARQUEE ITEM) SECONDED BY CLLR LIGHTFOOT AND THIS WAS CARRIED UNANIMOUSLY BY THE MEETING.**

**19. LOAN TO DEVORAN VILLAGE HALL**

Cllr Thomas took no part in this discussion as he had declared an interest as a Committee member of the Village Hall.

The Finance and General Purposes Committee are recommending that the Parish Council loan £10,000 to the Village Hall for a period of 12 months interest free and at any time the Parish Council could decide that they will either request the repayments commence or turn it into a grant. There was a long discussion regarding the terms of the agreement.

**RESOLUTION: CLLR ANDREW PROPOSED THAT THE £10,000 LOAN BE AGREED AS A 5 YEAR INTEREST FREE LOAN, WITH NO REPAYMENTS DUE UNTIL THE FIRST ANNIVERSARY OF THE LOAN DATE AND THEN FOUR YEARS WITH ANNUAL REPAYMENTS OF £2500 INTEREST FREE. THE FIRST PAYMENT WOULD BE DUE IN DECEMBER 2018, THIS WAS SECONDED BY CLLR LIGHTFOOT, AND CARRIED UNANIMOUSLY BY THE MEETING.**

**20. AGREE PENSION ARRANGEMENTS FOR ASSISTANT PARISH CLERK**

The Chairman advised that the Assistant Clerk is due for auto-enrolment in a pension scheme in April 2017 and the Parish Council to meet their duties have to offer the Assistant Clerk a pension scheme by this date.

The Chairman said that advice had been sought from Cornwall Legals HR Team, CALC and Cornwall Pension fund on the issue of whether we could offer an alternative pension scheme to the Assistant Clerk. The advice from the HR Team was that any alternative scheme offered would have to be broadly similar to the scheme that the Clerk was already a member of. The Finance & General Purposes Committee were recommending to the Full Council therefore that the Assistant Clerk also be offered the Local Government Pension Scheme. It was noted that some members of the Finance & General Purposes Committee had concerns of the financial impact on the Parish Council if all future employees had to be offered the LGPS and that the recommendation of the committee had not been unanimous.

It was noted that the Parish Clerk when she accepted the position of Clerk was already a member of the Local Government Pension Scheme and it was agreed at that time that only the Clerk would be offered this scheme as part of her individual terms and conditions of employment and that this was a right and proper decision under legislation at the time, however the regulations have now changed and we now need to offer the Assistant Clerk a pension scheme.

**RESOLUTION: CLLR THOMAS PROPOSED THAT FEOCK PARISH COUNCIL ADOPTS THE LOCAL GOVERNMENT PENSION SCHEME TO BE OFFERED TO ALL CURRENT AND FUTURE QUALIFYING EMPLOYEES, CLLR LIGHFOOT SECONDED, AND THIS WAS CARRIED UNANIMOUSLY BY THE MEETING.**

There being no further business the meeting closed at 9.45pm.