

MEETING NO. 1081

Minutes of the FEOCK PARISH COUNCIL MEETING held on Tuesday 4th November 2014
at The Parish Council Office, Devoran at 7.15pm

Members Present:

WARDS	CARNON DOWNS	DEVORAN	FEOCK
	I MacDonald	B Shankland	L West
	B Richards	V Gordon	R Andrew
	P Allen		C Johnson
	C Kemp		
	M Kemp		

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

CHAIRMAN: Councillor M Kemp

1. INTRODUCTION

The Chairman welcomed everyone to the meeting.

The Chairman advised that the Clerk had circulated her report prior to tonight's meeting on her actions and progress from the matters arising from the previous meeting, together with the accounts for payments, he suggested that the same be done with the sub-committee reports, when possible with the agenda, so that more time could be spend on questions and discussions on the reports at the meeting, rather than time being spent reading out the report. The Council agreed to start this from the December meeting.

The Chairman advised that Cllr Smithies has decided to resign as a Feock ward Councillor. The Clerk will now contact Cornwall Council to start the vacancy filling process, if the vacancy was not filled through advertisement then the position would be filled by co-option.

Cllr West commented that she felt that Cllr Smithies was an excellent Councillor and it was agreed for the Clerk to write to Cllr Smithies on behalf of the Council.

ACTION: CLERK TO WRITE TO CLLR SMITHIES

2. APOLOGIES

Apologies had been received from Cllr Blake, Cllr Carter and Cornwall Council Chamberlain.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING – 7TH OCTOBER 2014

RESOLUTION: CLLR C KEMP PROPOSED THAT THE MINUTES OF THE MEETING HELD ON 7TH OCTOBER 2014 AS CIRCULATED BY THE CLERK, BE CONFIRMED AS A TRUE RECORD,

AND SIGNED BY THE CHAIRMAN. THIS WAS SECONDED BY CLLR KIERNANDER AND WAS 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 at the meeting.

6. CLERKS UPDATE ON MATTERS ARISING FROM PREVIOUS MEETING

Cllr West queried why the bank account to be used to deposit the bond had changed from Aldermore Bank to Cambridge Building Society. The Chairman explained that it had been found out that Aldermore required organisations banking with them to be registered with Companies House which we were not, Cambridge Building Society had been chosen as it had the best interest rate.

A copy of the Clerks update is attached at appendix 1.

RESOLUTION: CLLR ANDREW PROPOSED THE COUNCIL AGREE TO OPEN A BANK ACCOUNT WITH CAMBRIDGE BUILDING SOCIETY TO DEPOSIT THE BOND MONEY, THIS WAS SECONDED BY CLLR ALLEN AND CARRIED UNANIMOUSLY BY THE MEETING.

7. MATTERS FOR REPORT FROM OUTSIDE BODIES

There were no matters for report from outside bodies.

8. CURRENT REPORTS

Cornwall Council

Cllr Chamberlain had given his apologies for the meeting and therefore there was no report from Cornwall Council.

Devon and Cornwall Police

PCSO Tom Care was unable to attend the meeting and his report was read out by the Clerk and is attached to the minutes (Appendix 2).

9. FINANCIAL SUMMARY & ACCOUNTS FOR PAYMENT

The Accounts for payment for October were presented to the Chairman for authorisation and signature, copies had been circulated to all members for their information prior to the meeting.

The Clerk gave the following financial summary.

Total outgoings since the last meeting	£5,817.73
Total income since the last meeting	£52,515.50

Current account bank balance and bank reconciliation +£118,834.44 as at 04/11/14

Profit & Loss report to date

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

Income	£169,239
Expenditure	£63,397
Balance	+£105,842 (true balance is £55,842 as first figure includes £50,000 bond that has just matured and will be transferred to a reserve account).

The accounts for payment list had been circulated to the Council prior to the meeting for their information.

The Clerk advised that there had been 9 applications for “Your Choice” grants, the public meeting for residents to vote on the applications was being held on Tuesday 25th November at 7pm in the Parish Council Office.

10. LOCAL WARD REPORTS

Feock – Cllr Andrew

Cllr Andrew advised the Feock road had been resurfaced and white lines renewed.

Devoran – Cllr Gordon

Cllr Gordon had nothing to report for Devoran.

Cllr Allen commented that there were highways notices displayed in Devoran near to the Church and Creek and wondered if these related to yellow lining. The Clerk to check with Cormac and if they did relate to this to ask if the lines outside of the school could be renewed.

ACTION: CLERK TO CONTACT CORMAC

Cllr Kiernander commented that lots of people were pleased to see the footpaths may be given names as part of one of our projects.

Cannon Downs – Cllr C Kemp

Cllr C Kemp reported that the Taylor Wimpey public meeting regarding the Trevince development was being held on Tuesday 11th November from 3.00pm to 7.30pm in the Methodist Church Hall. Taylor Wimpey were meeting with the Parish Council from 2.00pm to 3.00pm to go through the scheme with them prior to the public meeting. Taylor Wimpey had been publicising the meeting widely in the village via leaflets through doors.

It was agreed that Councillors would attend as follows to speak to any members of the public who had concerns - 3pm – 4pm Cllr Allen, 4pm – 5pm Cllr Richards, 5pm – 6pm Cllr M Kemp, 6pm – 7pm Cllr MacDonald.

The rest of the Parish Council were encouraged to attend for some of the meeting if they were able to, to familiarise themselves with the scheme. Cllr Richards said that when the formal planning application was received he would bring it to the full Council meeting for a decision to be made as it was a large scheme that needed the full Council to make a decision and not just the Planning Committee.

Cllr C Kemp said complaints had been received from people on Gig Lane reporting boy racers on the dual carriageway, they had been advised to dial 101 if this issue occurs again to report this.

Cllr Johnson joined the meeting at 7.40pm.

11. NEIGHBOURHOOD PLAN REPORT

Cllr Richards reported that the Clerk, Cllr Shankland and himself, as the agreed delegated group had agreed to start the 6 week consultation on Monday of this week (3rd November). However we have now had a letter from Natural England, regarding what they see as 'likely significant effects' of our plan, which they wish to reduce. One of these issues relates to an increase in boating activity resulting from additional housing, we need to produce policies to assure Natural England that we have taken this into account.

A meeting has been arranged with Rob Lacey from Cornwall Council with the Clerk, Cllr Richards, Cllr Shankland, Paul Nightingale and Nick Johnson to look at the revisions needed to policies to satisfy Natural England for Thursday of this week.

Cllr Andrew commented that the Roseland Neighbourhood Plan team have raised this with Steven Williams MP who is going to raise this with Natural England as they have had the same issues raised by Natural England.

It was agreed that we should speak with the Roseland Neighbourhood Plan team and work with them on Natural England to try to get over this issue, and also to contact Steven Williams MP to try to get his backing.

We were advised at the start of the NDP that we might need a Strategic Environment Assessment (SEA) and this would cost in the region of £2K, however since then we were advised that we might not need it as we could use Cornwall Council's which will be completed as part of the Local Plan, however Natural England have now questioned this and we might still have to have an SEA carried out which could cost in the region of £7K. It was agreed that although we did not want to go to this expense if it could be avoided, we also did not want to affect the integrity of our policies and our Neighbourhood Plan.

This development has resulted in the consultation period being delayed but it is hoped that this will only be a few weeks delay. The 6 week consultation period would start

once we have revised our policies and received feedback from Natural England on the changes and if this resolved their concerns. Following this period Cornwall Council would carry out a further 6 week consultation, and then the plan would be submitted for formal examination.

Cllr Richards advised that he had taken part in a user experience survey regarding the Neighbourhood Planning process and we had been sent a copy of the executive summary. One of the outcomes of the survey was that 45% of respondents had been in NDP process for over 2 years, we were on course for 2 years. Copies of the executive summary were available from the Clerk on request.

12. REPORT ON PLANNING COMMITTEE MEETING

Cllr Richards reported that we were on average receiving 10 applications a month and still achieving excellent results, where we agreed with the Case Officers recommendations and decisions in the vast majority of cases. The draft minutes of the most recent meeting would be on the website by the end of this week.

The Tree Warden scheme is being re-thought to ensure it is workable and useful, the Council would like to establish which trees are protected in the parish and those other significant trees in the parish that are not protected that perhaps should be.

One application was being 'called into' the full Cornwall Council Planning Committee by Cllr Chamberlain as he did not agree with our comments on this application and policy in the draft NDP. This related to a property outside of the Carnon Downs settlement boundary and the sub-division of a plot to build another property in the garden of an existing property, this went against our draft Neighbourhood Plan policies. A similar issue has arisen regarding sub-division of a plot in Penelewey, but this area does not have a settlement boundary.

The Case Officers advice on both these applications has been received but this is contradictory and not fully clear, we will discuss this with Rob Lacey (Planning Principal Development Officer) on Thursday this week.

The planning permission and listed building consent to replace the concrete block wall on Point Quay with a stone wall has been granted today.

Cllr Richards advised that the Planning Committee is considering moving meetings to Thursday evenings as some members find it hard to attend on Monday evenings.

Cllr Allen felt that the current issues of plot sub-division now meant that we needed to quickly establish a policy in our Neighbourhood Plan regarding infill in areas that are not within settlement boundaries.

Cllr Allen felt that we should delegate powers to a small group to resolve this issue and agree the new policy for the Neighbourhood Plan.

RESOLUTION: CLLR GORDON PROPOSED THAT CLLRS RICHARDS, SHANKLAND, ALLEN AND PAUL NIGHTINGALE AND THE CLERK BE GIVEN DELEGATED AUTHORITY TO

RESOLVE THIS POLICY ISSUE RELATING TO INFILL/SUB DIVISION OF PLOTS IN AREAS OUTSIDE OF SETTLEMENT BOUNDARIES. THIS WAS SECONDED BY CLLR KIERNANDER AND CARRIED UNANIMOUSLY BY THE MEETING.

13. FINANCE & GENERAL PURPOSES COMMITTEE

The Chairman advised that no meeting had been held in October, the next meeting was planned for Thursday 20th November and would discuss the proposed draft budget for 2015/16 and also the outcome of the open meeting on Thursday regarding the Feock Church Hall and Albermale scheme proposal.

14. ACCESS & AMENITIES COMMITTEE & OUR PLACE PROJECTS REPORT

Cllr Johnson advised that a meeting was held last week which was a joint meeting between the Property and Sustainable Transport Working Groups, these groups formed the basis of the new Access & Amenities Committee. Cllr Johnson had been nominated as Chair and Cllr Allen as Vice Chairman. The membership currently comprised of Cllrs Andrew, Richards, Gordon and Shankland. Cllr Blake and MacDonald had not attended the meeting as they were both away. Terms of Reference had been agreed and needed to be agreed by the full Council today.

Amy Nettley (Project Officer for Local Transport Scheme) had clerked the meeting and given an update on her work to date, she had conversations with various people involved in local transport schemes (Totness, Gorran) as well as individuals/local groups to find out the destinations local people needed to get to. Amy would be continuing this work this week and arranging workshops for groups to attend to get their thoughts on a possible scheme and how this could work.

The Clerk had given an update on the Lengthsman scheme, she would shortly be meeting with Cormac to discuss the areas in the Parish we might be able to maintain if they were able to devolve some budget to us.

A draft Operational Plan needed to be submitted for both the Our Place projects by Friday 21st November.

It had been hoped to publicise both these schemes at the NDP exhibition but this had now been delayed.

It was agreed to instead publicise at the local village markets before Christmas.

Other issues discussed were problems with parking in Market Street, brown business/tourism signs and the Clerk would be writing again to Cornwall Council. The Environment Agency land in the Carnon Valley would be discussed at the next meeting on Thursday 13th November, this would be the first Access & Amenities Committee meeting.

15. APPROVE TERMS OF REFERENCE & MEMBERSHIP FOR ACCESS & AMENITIES COMMITTEE

Cllrs West and MacDonald said they would both like to be involved in the Access and Amenities Committee.

RESOLUTION: CLLR KIERNANDER NOMINATED CLLRS WEST AND MACDONALD TO SIT ON THE ACCESS & AMENITIES COMMITTEE, THESE WERE BOTH SECONDED BY CLLR GORDON AND CARRIED BY THE MEETING.

Cllr Shankland felt that it would be good for individual councillors to be 'champions' for individual projects.

RESOLUTION: CLLR RICHARDS PROPOSED THE TERMS OF REFERENCE BE ACCEPTED WITH THE FOLLOWING AMENDMENT – CHANGE NUMBER OF MEMBERS TO 8, “WITH PREFERABLY AT LEAST 2 FROM EACH WARD” AND “ANY OTHER ASSETS ACQUIRED BY THE PARISH” BE ADDED TO THE LIST OF PROPERTIES, REMOVE FEOCK READING ROOM AND OLD MARKET HALL FROM THE LIST OF RESPONSIBILITIES AS THESE SAT WITH THE FINANCE & GENERAL PURPOSES COMMITTEE. THIS WAS SECONDED BY CLLR ANDREW AND CARRIED BY THE MEETING.

It had been agreed by the Committee for Cllrs Johnson and Allen to make decisions with Amy where a quick decision was needed and this needed to be taken before the next Committee Meeting, Amy would keep the rest of the Committee informed as to progress with the project and decisions that had been made.

16. POINT QUAY ASSOCIATION REPORT

Cllr Gordon advised there was nothing to report, the AGM was being held shortly.

17. REQUEST TO USE POINT QUAY FOR A WEDDING RECEPTION

The Clerk advised that a letter had been received requesting permission to use Point Quay for a wedding reception on 2nd May 2015. Point Quay Association had been consulted and were in agreement.

RESOLUTION: CLLR RICHARDS PROPOSED THIS REQUEST BE AGREED, THIS WAS SECONDED BY CLLR GORDON AND CARRIED UNANIMOUSLY BY THE MEETING.

There was a discussion regarding parking and it was agreed to address this issue if it was raised.

18. MOTION TO SUPPORT ST FEOCK CHURCH IN THEIR ALBERMARLE SCHEME APPLICATION TO TRANSFER THE CHURCH HALL TO A VILLAGE HALL

The Chairman advised that there would be an open meeting in St Feock Church Hall on Thursday, where the Rev Margaret Saville would be putting to those attending the proposal for the Church to enter into an Albermale scheme, where by the Church Hall would be run by a Committee and become a Village Hall. The Church would like the backing of Parish Council to enter into this scheme. The Parish Council would not lease the hall but would be an active partner with the local community.

RESOLUTION: CLLR KIERNANDER PROPOSED THE PARISH COUNCIL SUPPORT THE CHURCH WITH THEIR ALBERMALE SCHEME PROPOSAL, THIS WAS SECONDED BY CLLR ANDREW AND CARRIED UNANIMOUSLY BY THE MEETING.

19. WEBSITE UPDATE

The Clerk advised that she had moved the website to another company and package to enable it to be updated by ourselves, and pages added and taken away without having to pay an outside company to do this. It was hoped this would be live shortly, when the IT company had linked the domain name to the new site. The Clerk would let the Council know when it was live and asked for comments and feedback on the new site.

20. COMMUNITY DEFIBRILLATORS

The Chairman had requested that the Clerk investigate the cost of providing community defibrillators. The Clerk advised that these could be purchased and ranged from £900 up to around £2000 each. The British Heart Foundation however provided part funded defibrillators and these came with a pack to teach CPR to volunteers for a contribution of £400 each. An online application needed to be made and the Clerk had checked that as a Parish Council we would be eligible to apply. There was a discussion regarding the best sites for these throughout the Parish and it was felt that the best site in Devoran would be the phone box at the bottom of Market Street if we were able to adopt this.

RESOLUTION: CLLR C KEMP PROPOSED THAT THE CLERK APPLY TO THE BRITISH HEART FOUNDATION FOR 4 DEFIBRILLATORS TO BE SITED IN CARNON DOWNS, DEVORAN, FEOCK AND POINT/PENPOL, THIS WAS SECONDED BY CLLR KIERNANDER AND CARRIED UNANIMOUSLY BY THE MEETING.

21. UNKNOWN DONORS CHRITY ACCOUNT

It was agreed to defer this item to the next meeting to allow Cllr Kiernander to carry out further research.

22. LETTER FROM HELSTON TOWN COUNCIL RE SUNDAY PARKING RESTRICTIONS BEING APPLIED ON BANK HOLIDAYS

The Clerk reported that a letter had been received from Helston Town Council requesting we support their petition to Cornwall Council "The following City, Town and Parish Councils of Cornwall respectfully request, in line with many councils in the UK, that Cornwall Council applies the Sunday Parking restrictions, as enforced in Cornwall, to all of the English calendared Bank Holidays".

Cllr Allen was concerned if we supported this then would this cause additional expense in having to change signs to Cornwall Council who already faced budget cuts.

RESOLUTION: CLLR MACDONALD PROPOSED THE PARISH COUNCIL SUPPORT THIS PETITION, THIS WAS SECONDED BY CLLR KIERNANDER. THIS WAS CARRIED BY THE MAJORITY (8I) WITH 1 VOTE AGAINST AND 1 ABSTENTION.

It was noted that Cllr Andrews did not take part in the discussion or vote on this item.

23. ENVIRONMENT AGENCY LAND AT BISSOE VALLEY

Cllr Allen advised that the Clerk has been trying to establish the extent of the Environment Agency land at Bissoe Valley and if this included the car park opposite Devoran Car sales. Previously the Environment Agency had tried to sell off some of this land. Cllr Allen asked for permission from the Council to hold a 'fact finding' meeting with the Environment Agency, to establish their plans for the area and if this land was something the Parish Council could take on and utilise.

RESOLUTION: CLLR ALLEN PROPOSED THAT A FACT FINDING MEETING BE SET UP WITH THE ENVIRONMENT AGENCY, THIS WAS SECONDED BY CLLR M KEMP AND UNANIMOUSLY CARRIED BY THE MEETING.

The Clerk would arrange a meeting and advise the rest of the Council of the date so that anyone who wished to attend could.

Emergency Plan

The Chairman advised that at the last meeting Cllr Kiernander had been nominated in his absence to meet with himself, Cllr Andrew and Mark O'Brien from Cornwall Council to look at putting together an Emergency Plan for the parish. Cllr Kiernander confirmed he was happy to be part of this group.

There being no further business the meeting closed at 8.55pm.

DATE OF NEXT MEETING:

Monday 1st December 2014 at 7.15pm at The Market Hall, Devoran

Parish Clerk report on matters arising from Council meeting held on 7th October 2014

Overhanging hedge at Forth Coth, Carnon Downs obscuring bus stop sign

I have yet to definitely establish ownership, however suspect this is Cornwall Council as the hedge appears to be on the road side of the boundary walls of the Forge properties it is adjacent to and appears to form part of the verge.

Trees on Caron Downs roundabout

I have chased Cornwall Council again as these have still not been removed.

Letter of thanks to Restronguet Creek Society

I have written to RCS to thank them for refurbishing the bench, also included this in the Parish Council update for Parish newsletters.

Bench to commemorate Langdon family service on Parish Council

The bench has been delivered to our contractor for installation.

Tree work in Carnon Downs park

I have spoken to our contractor and he intends to complete this work by mid November.

Sponsorship of Carnon Gate roundabout

I have advised Cornwall Council that we do not wish to sponsor the roundabout and would like to see a local business sponsor it as soon as possible, also requested if possible the Parish Council have some input into the design to include some aspect to reflect the history of Devoran.

Sinking fund for Market Hall

I have written to the tenants requesting a meeting to discuss the sinking fund.

New reserve bank account

We have not opened an account with Aldermore Bank as we planned as organisations able to have bank accounts with them have to be registered with Companies House and as we are a Parish Council we cannot do this. We will now open an account with The Cambridge Building Society. We have the paperwork in the office to set up the signatories.

Repairs to Point Quay

I have received a quotation for repairs for £1844. I am currently trying to get another quotation to give us a comparison of price. I am still waiting on outcome of planning application to replace wall on quay, the determination date is 5th November 2014. There are no objections so far.

Parish Clerk report on agenda items for Council meeting held on 4th November 2014

Item 9 – Financial Summary Participatory budgeting – “Your Choice”

We have received 9 applications and I have contacted all the organisations to invite them to the Public Meeting at 7pm on Tuesday 25th November in the Parish Council Office. This has been publicised through the website, Facebook/twitter, noticeboards, school newsletter and West Briton. A list of the organisations and the amounts they wish to apply for is displayed on the noticeboard in the entranceway to the office and also on the website.

Members of the public can vote on the night for their favoured applications, I intend to do this by getting those attending to rank the applications in order from 1 for their favourite down to 9. I will display the presentations in the entranceway for a week after the public meeting, and also on the website so that people unable to attend the public meeting can still come in and vote. This will be in time for the December Parish Council meeting where the Council needs to formally agree the groups to be given funding.

Item 19 – Website update

One of the targets in my appraisal was to update the website so that we could add and remove pages as we wished (such as pages relating to projects, ie. Our Place funding) the present website is limited in which pages and details we can update, for those pages we cannot update we have to pay an IT company to make the necessary changes at a cost of £45+VAT an hour.

I have now produced a new website and this should be live very shortly. Below is a copy of the new front page. The domain name remains the same www.feockpc.com as do our email addresses. The new site also gives us the option to have a forum, contact forms etc and uses Mailchimp for e-newsletters which gives a more professional looking newsletter than we currently have.



The new website is more cost effective, a years hosting costs £93.13+VAT compared to £225+VAT that we currently pay (this includes the domain name). The domain name expires at the end of December so I will look to renew it with another company at a lower price and also investigate having a .gov.uk domain name rather than a .com. A .com domain can be obtained for as little as £6 a month, .gov.uk is more expensive at around £109 for two years.

Please have a look at the website and let me have any suggestions you have for any other information that it would be useful to add.

APPENDIX 2

Feock Parish Council Report 03/11/14

There were 3 reported crimes within the Parish for October 2014;

1. This crime relates to a criminal damage to a headstone in the churchyard at Feock church. Unfortunately the suspect for this crime resides on a different continent & there are no other viable lines of enquiry.
2. A cannabis warning was issued to an individual caught in possession of a small amount of cannabis.
3. A common assault was reported and it is currently under investigation, the assault took place in a private place.

During October the police received 34 calls from within the parish, there were several reports of anti-social motorists driving between the roundabouts at Carnon Downs and Devoran at the beginning of the month. On Friday 31st October there was an organised traffic operation involving various departments from the police, this resulted in several motorists in the wider Truro area being dealt for traffic related offences.

There were 0 (yes zero) calls in relation to anti-social behaviour and any other annoyances during Halloween throughout Truro. Sophie and I managed to visit Devoran school along with 5 other educational establishments and give assemblies on how to stay safe at Halloween and on Bonfire night. The children at Devoran school were as usual extremely receptive and could remember all the tips and guidance we had talked about in previous years.

PCSO Thomas CARE 30277

Truro rural neighbourhood policing team.

Serving the parishes of Kea, Feock, Chacewater & Kenwyn.

Truro Police Station,

Castle House,

Pydar Street,

Truro,

Cornwall,

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