

**Minutes of the FEOCK PARISH ANNUAL COUNCIL MEETING held on Monday 17th May 2021 at
6.45pm at Carnon Downs Village Hall**

Present:	WARDS	CARNON DOWNS	DEVORAN	FEOCK
		K Gason	A Allen	C Blake
		C Kemp	S Cooper	B Robson
		P Lightfoot	M Steel	H Freeman
			B Thomas	

In attendance: Councillor Martyn Alvey, Cornwall Councillor
Debra Roberts, Parish Clerk & Responsible Finance Officer
Shelagh Malakin (member of the public)

Chairman: Councillor Thomas

1. INTRODUCTION & ELECTION OF CHAIRMAN

The Clerk welcomed everyone to the meeting and said the first item on the agenda was the election of the new Chairman and Vice Chairman of the Parish Council

RESOLUTION: CLLR LIGHTFOOT PROPOSED CLLR THOMAS BE ELECTED AS CHAIRMAN FOR THE COUNCIL YEAR 2021/22, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

Cllr Thomas thanked everyone for his nomination and Cllr Lightfoot for his work during his two years as Chairman. Cllr Thomas signed the acceptance of office form.

2. APOLOGIES

Cllrs Hambly-Staite had given his apologies and Cllr P Allen would be late to the meeting.

3. ELECTION OF VICE CHAIRMAN

The Chairman invited nominations for the position of Vice Chairman.

RESOLUTION: CLLR FREEMAN NOMINATED COUNCILLOR LIGHTFOOT FOR THE POSITION OF VICE CHAIRMAN, SECONDED BY CLLR A ALLEN AND CARRIED UNANIMOUSLY.

Cllr Thomas welcomed our new Councillor for the Devoran ward, Sue Cooper to the Council as this was her first Council meeting following her election.

All Councillors signed the Acceptance of Office form provided by the Clerk.

The Chairman said he would like to bring forward Item 38 Pill Creek as there was a member of the public present who wished to speak on the matter.

4. TO CONSIDER THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 19TH APRIL 2021 AS A TRUE AND ACCURATE RECORD

RESOLUTION: CLLR A ALLEN PROPOSED THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19TH APRIL 2021 AS CIRCULATED BY THE CLERK, BE SIGNED BY THE CHAIRMAN AS A TRUE AND ACCURATE RECORD OF THE MEETING, THIS WAS SECONDED BY CLLR FREEMAN AND WAS CARRIED UNANIMOUSLY BY THE MEETING.

6. DECLARATIONS OF INTEREST

Cllr A Allen declared an interest as a member of the Point & Penpol WI in relation to the last item on the agenda regarding their request to use the Orchard for an event.

7. PUBLIC PARTICIPATION & QUESTIONS FROM THE PUBLIC SUBMITTED BEFOREHAND

Shelagh Malakin has attended as was concerned about the sale of the two parcels of land at Pill Creek which was subject to a Woodland TPO, and about the suggested use in the sales details that this land could be used for camping. Many residents had concerns that this may lead to further planning applications for development on the site which it is not suitable for.

A question had been submitted by a resident about wrecked boats at Pill Creek and it was agreed this would be referred to the Access & Amenities Committee.

38. LAND FOR SALE AT PILL CREEK

Cllr Freeman said that the sales details that were online were very misleading as they were incorrect especially in relation to the TPO details. She was concerned that someone would buy it with a view to developing it in the future. It was expected that it would go for a lot of money as there had been significant interest according to the estate agent. A small shrubby piece of land at the entrance way had already been cleared. Cllr Freeman said she felt the Planning Committee needed to be aware that this may well come up again in the future. It was noted that this site is outside of the settlement boundary. Cllr Cooper said that if the bluebells on the site were native they were also protected as well as the trees.

7. APPOINTMENTS TO SUB COMMITTEES & OUTSIDE BODIES

The following appointments to subcommittees and outside bodies were made.

Planning Committee

RESOLUTION: CLLR BLAKE PROPOSED CLLR FREEMAN REMAIN AS CHAIR OF THE PLANNING COMMITTEE, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

RESOLUTION: CLLR FREEMAN PROPOSED CLLR BLAKE AS VICE CHAIRMAN OF THE PLANNING COMMITTEE, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

It was agreed the Planning Committee membership would remain the same with the addition of Cllrs Robson and Cooper.

Access & Amenities Committee

RESOLUTION: CLLR FREEMAN PROPOSED CLLR GASON AS CHAIR OF THE ACCESS & AMENITIES COMMITTEE, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

RESOLUTION: CLLR LIGHTFOOT PROPOSED CLLR HAMBLY-STAITTE AS VICE CHAIRMAN OF THE ACCESS & AMENITIES COMMITTEE, SECONDED BY CLLR BLAKE AND CARRIED UNANIMOUSLY.

It was agreed the Access & Amenities Committee membership would remain the same with the addition of Cllrs Cooper and Lightfoot.

Finance & General Purposes Committee

RESOLUTION: CLLR THOMAS PROPOSED CLLR LIGHTFOOT AS CHAIR OF THE FINANCE & GENERAL PURPOSES COMMITTEE, SECONDED BY CLLR STEEL AND CARRIED UNANIMOUSLY.

RESOLUTION: CLLR FREEMAN PROPOSED CLLR STEEL AS VICE CHAIRMAN OF THE FINANCE & GENERAL PURPOSES COMMITTEE, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

It was agreed the additional members of the Committee would be Cllrs Robson and Thomas. If anyone else wished to join they contact the Clerk.

Representatives and links with outside bodies

Unknown Donors Charity – due to the death of the resident who had taken this over this needed further investigation.

Carnon Downs Villlage Hall – Cllr Kemp

Devoran Village Hall – Cllr Thomas

Point Quay Association – Cllr P Allen

Trolver Croft Residents Association – no specific representative, the Parish Council are members.

Feock Playing Field committee – Feock ward Councillors collectively

Devoran Recreation Area – Devoran ward Councillors collectively

Neighbourhood Watch – Cllr Thomas who passes on information received to the Clerk

Footpaths – Cllrs P Allen and Hambly-Staite

Cornwall Council Community Network Panel – Cllr A Allen

Devoran School – Cllr Kemp

Devon & Cornwall Police – via the Police & Parish Councils Liaison Group and Cllr Lightfoot – Advocacy Scheme

Carnon Downs Community Association – Parish Clerk

9. NOTE MATTERS RAISED AT ELECTORS MEETING

There were no items raise at the Electors Meeting which had been held before this meeting.

10. REVIEW OF DELEGATION ARRANGEMENTS TO COMMITTEES & SUB-COMMITTEES & STAFF

The Clerk outlined the delegation arrangements and these were approved.

11. REVIEWS OF TERMS OF REFERENCE FOR COMMITTEES

The Terms of References for the Access & Amenities, Finance & General Purposes and Planning Committee had been circulated to all prior to the meeting.

All were agreed with one amendment to the Planning quorum numbers.

RESOLUTION: CLLR FREEMAN PROPOSED THE PLANNING TOR BE AMENDED TO A QUORUM OF 4, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

12. APPOINTMENT OF ANY NEW COMMITTEES OR WORKING PARTIES

It was not suggested to form any new committees.

13. REVIEW AND ADOPT OF STANDING ORDERS & FINANCIAL REGULATIONS

The Financial risk assessment and Financial internal controls policy had been circulated to all prior to the meeting, no amendments were suggested.

RESOLUTION: CLLR THOMAS PROPOSED THE RISK ASSESSMENT AND INTERNAL CONTROLS POLICY BE APPROVED, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

14. REVIEW OF ARRANGEMENTS, INCLUDING ANY CHARTERS AND AGENCY AGREEMENTS

The Clerk outlined the agency agreement with Cornwall Council.

RESOLUTION: CLLR LIGHTFOOT PROPOSED THE AGENCY AGREEMENTS BE CONTINUED AS SET OUT BY THE CLERK, SECONDED BY CLLR FREEMAN AND CARRIED UNANIMOUSLY.

15. REVIEW OF INVENTORY OF LAND & ASSETS

The Clerk had circulated a copy of the Council's inventory of land and assets.

RESOLUTION: CLLR THOMAS PROPOSED THE COUNCIL APPROVED THE INVENTORY, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

16. CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED AND AGREE INSURANCE POLICY FOR 2021/22

The Clerk had circulated the options for Council insurance for 2021/22.

RESOLUTION: CLLR THOMAS PROPOSED THE 3 YEAR DEAL WITH HISCOX WAS ACCEPTED, SECONDED BY CLLR A ALLEN AND CARRIED UNANIMOUSLY.

17. REVIEW COUNCIL'S AND/OR STAFF SUBSCRIPTIONS TO OTHER BODIES

The Clerk advised that the Council currently had subscriptions to Cornwall Association of Local Councils (CALC), Trolver Croft Residents Association (TCRA) and Society of Local Council Clerks (SLCC).

RESOLUTION: CLLR KEMP PROPOSED THE SUBSCRIPTIONS REMAIN THE SAME, SECONDED BY CLLR A ALLEN AND CARRIED UNANIMOUSLY.

18. REVIEW OF COUNCIL'S COMPLAINTS PROCEDURE

The Clerk had circulated the current Complaints Procedure.

RESOLUTION: CLLR THOMAS PROPOSED THE COMPLAINTS PROCEDURE REMAIN UNCHANGED, SECONDED BY CLLR FREEMAN, AND CARRIED UNANIMOUSLY.

19. REVIEW OF COUNCIL'S PROCEDURES FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT

The Clerk had circulated the Councils FOI procedure.

RESOLUTION: CLLR A ALLEN PROPOSED THE FOI PROCEDURE REMAIN UNCHANGED, SECONDED BY CLLR FREEMAN AND CARRIED UNANIMOUSLY.

20. REVIEW OF THE COUNCIL'S POLICY FOR DEALING WITH THE PRESS/MEDIA

The Clerk had circulated the Council's Policy for Dealing with the Press/Media.

RESOLUTION: CLLR LIGHTFOOT PROPOSED THE POLICY REMAIN UNCHANGED, SECONDED BY CLLR A ALLEN AND CARRIED UNANIMOUSLY.

21. DETERMINING THE TIME AND PLACE OF ORDINARY MEETINGS UP TO AND INCLUDING THE NEXT ANNUAL PARISH COUNCIL MEETING

The Council agreed for the next meeting to be held on 13th September in Carnon Downs Village Hall. It was agreed that at that meeting it would be decided dependant on Covid levels when the next face to face meeting would be held. The Clerk confirmed that due to the government not extending the remote meeting legislation, from May 2021 full Parish Council and Committee meetings could no longer be held by Zoom/Teams and had to be held in person.

22. COUNCIL TO READOPT THE GENERAL POWER OF COMPETENCE

The Clerk confirmed that the Council still met the requirements of at least two thirds of Councillors being elected and the Clerk being CILCA qualified.

RESOLUTION: CLLR THOMAS PROPOSED THE COUNCIL RE-ADOPT THE GENERAL POWER OF COMPETENCE, SECONDED BY CLLR STEEL AND CARRIED UNANIMOUSLY.

23. COUNCIL TO ADOPT NEW COUNCILLORS CODE OF CONDUCT

The Clerk had circulated the new Councillors Code of Conduct which had been received from CALC and it was agreed for the Council to adopt this.

RESOLUTION: CLLR A ALLEN PROPOSED THE COUNCIL ADOPT THE NEW CODE OF CONDUCT, SECONDED BY CLLR ROBSON AND CARRIED UNANIMOUSLY.

24. CLERKS UPDATE ON MATTERS ARISING FROM PREVIOUS MINUTES

The Clerk had circulated her report on actions from the last meeting.

25. MATTERS FOR REPORT

There were no matters for report.

26. CURRENT REPORTS

Cornwall Council

The Council congratulated Cllr Alvey on being re-elected. Cllr Linda Taylor has been nominated as the Conservative Group Leader and Cllr Alvey has been offered a cabinet position for Environment & Public Protection which is likely to include Climate Change. Cabinet members do not sit on Committees so he will no longer sit on the Central Planning Committee but can still call in planning applications and take these to Committee as our Divisional Member. The Cornwall Councillors individual Community

Chest budget has been increased to £3000 and Cllr Alvey would let the Clerk know when this was available so the information could be circulated to the local groups.

A resident has been in touch about the press reports and the boat crime at Penpol, the Police have been in touch with Cllr Alvey about this and their response has been circulated to all.

Cllr Alvey asked for his new email address to be noted: cldr.martyn.alvey@cornwall.gov.uk

A resident had been in touch with him about yellow lines opposite the Spar shop in Carnon Downs.

Cllr P Allen joined the meeting at 8.05pm.

Devon & Cornwall Police

The Clerk advised that no report had been received from the Police, although crime figures were available online from the Devon & Cornwall Police website.

27. FINANCIAL SUMMARY AND ACCOUNTS FOR PAYMENT

The Clerk circulated the invoice list and gave an overview of the Council's current financial position.

RESOLUTION: CLLR LIGHTFOOT PROPOSED THE CHAIRMAN SIGN THE INVOICES FOR PAYMENT LIST, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

Change of bank signatories

The Clerk advised there were two signatories that needed removing and two that needed adding.

RESOLUTION: CLLR FREEMAN PROPOSED THAT EX CLLR ANDREW AND EX CLLR JOHNSON BE REMOVED FROM THE SIGNATORY LIST AND CLLR THOMAS AND THE ASSISTANT PARISH CLERK (CURRENTLY DEBBIE SEARLE) BE ADDED AS SIGNATORIES, SECONDED BY CLLR A ALLEN AND CARRIED UNANIMOUSLY (CLLR THOMAS DID NOT TAKE PART IN THE VOTE)

28. GOVERNANCE STATEMENT 2020/21

Following the Internal Audit the Clerk had circulated the Governance Statement and the Accounting Statement for 2020/21.

RESOLUTION: CLLR THOMAS PROPOSED THE GOVERNMENT STATEMENT BE APPROVED BY THE PARISH COUNCIL, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

29. ACCOUNTING STATEMENT 2020/21

RESOLUTION: CLLR THOMAS PROPOSED THE ACCOUNTING STATEMENT BE APPROVED BY THE PARISH COUNCIL, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

30. LOCAL WARD REPORTS

Feock

Cllr Robson had met with the Dog Warden who has had a look at the issue of fouling in the Roundwood and Trelissick areas and said that once the dog bins are installed then if the issue does not improve then they would try to attend more to discourage fouling and encourage more people to pick up after their dogs. Cllr Robson has also had a request for a notice to be put at Wrinkling Lane advising how

narrow it is, this was a Highways issue. Cllr Robson was trying to arrange a meeting with a representative of the National Trust about this.

Devoran

Cllr A Allen reported that the Regatta is going to be going ahead as long as Covid restrictions are lifted when currently planned, but in a smaller format with just working posts and a bar just in case restrictions still remain. The Regatta Chairman would speak to the Council about the re-opening grants they had agreed.

Cllr P Allen said that the water point had now been installed at Point Quay.

The Chairman reported that the Coast to Coast run had happened recently starting in Devoran and the organisation was much better than in previous years.

Carnon Downs

Cllr Lightfoot said the phonebox was continued to be used as a dumping ground for books and toys which was a shame and he continued to monitor it and tidy it regularly.

Cllr P Allen said that Highways have advised that they cannot find any record in planning for the reason for the verges being laid out as they are in the village and that witness statements are required to evidence their use as a footway.

31. PLANNING COMMITTEE REPORT

The Planning Committee report had been circulated to all Councillors.

32. ACCESS & AMENITIES COMMITTEE REPORT

Cllr P Allen said that two further potential areas for tree planting had been identified and we had requested permission from Highways for this. This would cost in the region of £1000 - £1500.

RESOLUTION: CLLR P ALLEN PROPOSED THAT £1500 BE ALLOCATED FOR THIS, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

Cllr Cooper asked that we consider educational signage with the new trees that we plant to make it clear that these will help us in the future and these do not help replace the environmental effect of those trees that have been chopped down now.

Play Equipment inspections

The Clerk had circulated information regarding a company who could provide regular monthly play equipment inspections as well as annual inspections. The Clerk said monthly evidenced inspections were very important and she would recommend the Council agree to have these routine monthly safety inspections to ensure the safety of the park equipment and users

RESOLUTION: CLLR THOMAS PROPOSED THE COUNCIL AUTHORISE THE CLERK TO ARRANGE FOR THIS EXTERNAL COMPANY TO CARRY OUT THESE MONTHLY INSPECTION AS THE ANNUAL INSPECTION, SECONDED BY CLLR P ALLEN AND CARRIED UNANIMOUSLY.

Retallack Park needed substantial work as the zip wire was now beyond economical repair and the Clerk would ask this new company to visit and provide a full report.

33. HAIRE & WELLBEING PROJECT UPDATE

The Clerk had circulated the HAIRE update to all Councillors.

34. CLIMATE EMERGENCY

Cllr P Allen said he and the Clerk had met with a company about car charging points and the cost of this and gave a report on the discussion. It was likely that a site that would be most useful would be close to the A39 and it was suggested perhaps the Carnon Inn car park may be a suitable location for consideration in the future.

Cllr P Allen said Fal River Ferries had been in touch requesting support with their new environmentally friendly and sustainable methods of transport feasibility study.

RESOLUTION: CLLR P ALLEN PROPOSED THAT IN PRINCIPLE THE PARISH COUNCIL SUPPORT THEIR INITIATIVE, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

Cllr P Allen and Cllr Cooper would meet to discuss the format for the future of the Climate Emergency Group.

Cllr Gason left the meeting at 9.05pm.

35. HIGHWAYS ISSUES

Cllr A Allen asked if we had got any further with progress with the state of the road between Point Road and if it would be resurfaced. The Clerk would request an update from Highways.

Cllr P Allen said he had been approached by a householder who lived on Forth Coth about a pinch point that was created by a granite edged flower bed. Highways have advised that without clear evidence of who owns this we cannot remove it. This pinch point pushed pedestrians out into the road and this was very dangerous and there had been several near misses.

More complaints had been received about the speed of vehicles on the King Harry Ferry Road.

A complaint had been received about parking outside of the Spar shop from a resident who struggled with access to their property. It was felt that the current refurbishment works may not be helping the situation and once the works were finished it was hoped this may improve but it would be monitored.

36. POINT & PENPOL WI REQUEST TO USE POINT ORCHARD – 8TH AUGUST 2021

RESOLUTION: CLLR THOMAS PROPOSED THE COUNCIL AUTHORISE THE REQUEST FROM THE WI FOR THE ANNUAL TEA PARTY, SECONDED BY CLLR FREEMAN AND CARRIED UNANIMOUSLY.

37. SECURITY ISSUES AND RECENT DAMAGE TO PROPERTY AROUND THE CREEK

The Council had contacted the Police who advised that they had no substantial evidence that this is an ongoing problem and feel and hoped the incident was a one off. Cllr P Allen gave an overview of the issues that have arisen in the area over the last year or so. It was noted it was important for residents to report incidents to the Police so these could be logged and a full picture built up of anti-social behaviour being experienced by residents.

Meeting closed at 9.25pm.