**MEETING NO. 1208**

**Minutes of the FEOCK PARISH COUNCIL MEETING held on Tuesday 12th June 2018 at the Parish Council Office, Devoran at 7pm**

Present: WARDS CARNON DOWNS DEVORAN FEOCK

 C Kemp S Parker L Morgan-Lundie

 P Allen C Johnson K Hambly-Staite

 R Andrew

In attendance: Cornwall Councillor Martyn Alvey

 Debra Roberts, Parish Clerk & Responsible Finance Officer

 Bob Richards (member of the public)

 Ann Morse (member of the public)

 Peter Bailey (member of the public)

CHAIRMAN: Councillor Johnson

**1. INTRODUCTION BY CHAIRMAN**

The Chairman welcomed everyone to the meeting.

**2. APOLOGIES**

Apologies had been received from Cllrs Blake, Freeman, Thomas and Lightfoot.

**3. MINUTES OF PREVIOUS MEETING HELD ON 9TH MAY 2018**

**RESOLUTION: CLLR PARKER PROPOSED THAT THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 9TH MAY 2018 AS CIRCULATED BY THE CLERK BE SIGNED BY THE CHAIRMAN AS A TRUE AND ACCURATE RECORD OF THE MEETING, THIS WAS SECONDED BY CLLR HAMBLY-STAITE 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 in the Place Shaping team. 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 Andrew also declared an interest in Item 13 Community Network Areas Highway Budget as he was an employee of Cornwall Council that administered the scheme.

**5. PUBLIC PARTICIPATION**

Bob Richards said that he had sent an email earlier in the year to the Chair of the Parish Council relating to the pre-application for planning permission that had been submitted by the Feock Sports For All Group to install new equipment and facilities on Retallack Playing Field, he had asked in his email to be allowed to make an alternative proposal for the money raised by the sale of the Feock Reading Room and was advised that no further decision regarding the field or funding for any projects would be made until after the Council’s Business Plan had been agreed and the Neighbourhood Plan Referendum carried out. Both of these had now been completed and he felt that the whole parish should now be consulted with regards to any suggested works to Retallack Playing Field. He asked if it was time for the Parish Council to be transparent about their plans for the money raised from the sale of the Reading Room.

The Chairman replied that the Parish Council agreed at the last meeting that they would look into the wording of the covenant, costs for legal advise were obtained for investigating the covenant meaning and the Council had not agreed at this time to go ahead with seeking this advice due to the costs involved. The Council were currently investigating what elements of the proposal for Retallack Playing Field actually needed planning permission and would be prohibited by the covenant. Cllr Allen commented that he has looked into the planning requirements and would report this to the Access & Amenities Committee and also report later on in this meeting. The Chairman confirmed that no further consultation or discussions with Feock Sports For All Group had taken place and the Council were being open and transparent. Cllr Allen said that the Council may look at improving the facilities at Retallack Playing Field as we are with all our playing fields, we were currently concentrating on Carnon Downs.

Peter Bailey had come along regarding the Social Prescribing project. He had two questions - Which form of social prescribing are the Parish Council considering – the Frome model or Gloucester model?

and residents of Kea parish will use our surgeries due to not having their own in their parish, would the Social Prescribing Officer be permitted to serve those people as well as Kea Parish Council will not have put in any money to the project.

Cllr Hambly-Staite commented that we were building our own model taking into account the good practice from other areas within the country. We are looking at improving our footpaths, working with the National Trust as to how we can use Trelissick to improve wellbeing. The project will have two main functions – a Community Prescriber/Navigator to provide a link between the health professional and GPs surgeries in Truro and Feock parish and the community. The second part of the project will be to build through the Community Navigator and Council a better base and links with local groups.

With regards to access to the Community Navigator by people who live in other parishes but use our Doctors Surgery this is something that will need to be discussed with the GPs surgeries in conjunction with reviewing how much demand there is on the service. Kernow Clinical Commissioning Group are match funding the project and it is hoped after the 2 year pilot that the expansion in to other parishes could be considered.

Cllr Alvey said that Kea Parish Council haven’t yet decided to become actively involved but it may be that they do in the future depending on the demand on the service but this was yet to be discussed by Kea Parish Council.

Ann Morse had come just to observe the meeting.

6. **CODE OF CONDUCT LETTER FOR INFORMATION FOR CORNWALL COUNCIL**

The Clerk read out a letter regarding Code of Conduct of Councillors from Cornwall Council that all Clerks in Cornwall had been asked to read out at their Council meeting. This had also been circulated by email to all Councillors.

**7. CLERKS UPDATE ON MATTERS ARISING FROM PREVIOUS MEETINGS**

The Clerk gave the following update on actions from the previous meeting.

The Head of Devoran School had been contacted regarding Cllr Kemp being our link and this had been agreed.

The terms of reference for the Planning Committee has been updated as agreed at the Annual Meeting.

The Financial Internal Controls Policy, Complaints Procedure, Social Media/Press policy and Business Plan agreed at the Annual Meeting were all now available on the website.

Carnon Downs Village Hall had been booked for the July meeting and St Feock Church Hall for October meeting, with a half hour surgery to be held before these. All other meetings will be held in the Parish Council Office.

Tree Preservation Order at Pill Creek – the legal work on this has now progressed and new paperwork and documentation has been issued by Cornwall Council and therefore this has overtaken the resolution to write a letter of complaint regarding how this was being handled.

**8. MATTERS FOR REPORT**

The Clerk advised that she would be manning a stall for the Parish Council at Devoran School’s Summer Fayre to promote the work of the Council and hopefully attract Councillors for vacancies.

The Trelissick Open Evening was very well received and we have written to Trelissick to thank them for opening the gardens specially for local people. Cllr Hambly-Staite has a date for a meeting with Trelissick with regards to being involved with our social prescribing project. Cllr Hambly-Staite had attended the Fal River Festival launch evening which the Parish Council had sponsored.

**9. CURRENT REPORTS**

**Cornwall Council – Cllr Martyn Alvey**

There were ongoing discussions with regards to GDPR (General Data Protection Regulation) and the effect of this on Planning Enforcement. The enforcement casework list will no longer be provided to Parish Councils or made public or will be provided to Cllr Alvey. Details of the case remain confidential to the person who has reported the alleged breach. There are also discussions about cutting and trimming of verges and the Carnon Downs roundabout. The cutting back currently being carried out is purely safety related, it is to improve visibility splays at junctions, in August the ‘neat cut’ will be carried out. Cllr Alvey has asked Cormac to tidy up the cutting around bottom of sign posts etc. A Members Briefing had been delivered by the Police with regards to Project Genesis which is a review of policing in Devon & Cornwall. They are considering having neighbourhood Special Constables and it may be then that they can attend the Parish Council meetings as has previously been the case. The Police are also keen to recruit new Special Constables.

Cllr Alvey had chased up the TPO for Pill Creek and he was pleased to hear this was now being actioned.

Cllr Alvey is now on the Standards Committee, Neighbourhoods Overview and Scrutiny Committee, Central Planning Committee and is a reserve on the Audit Committee as well as shadow cabinet member for environment and public protection.

**Devon & Cornwall Police**

The Clerk gave the following crime report.

There had been 7 crimes in total during April 2018.

**Feock x 4**

Anti social behaviour x 2 (near to Green Close)

Anti social behaviour x 1 (Elm Grove)

Other theft x 1 (Wellington Plantation)

**Carnon Downs x 2**

Other theft x1 – (Agar Meadows)

Anti-social behaviour x 1 (West Corner)

**Devoran x 1**

Chycoose Parc – Criminal damage and arson x 1

The Clerk and Cllr Kemp had attended a Police Parish liaison meeting and the issue of the boy racers on the bypass had been raised, the Police have been proactive in policing the area since the meeting, the Parish Council were pleased to see the issue was being taken seriously.

**10. FINANCIAL SUMMARY & ACCOUNTS FOR PAYMENT**

The Clerk had circulated the Summer of Accounts for Payment for May 2018 to all those present and gave a summary of the financial position.

**PAYMENTS FOR APPROVAL SINCE LAST MEETING £13,228.55** (ex VAT)

Including:

Capital and Interest payment re Public Works Loan - £3,812.56

Grass cutting and maintenance to footpaths, verges and common land - £2,941.00

**INCOME RECEIVED/INVOICED SINCE LAST MEETING: £1,758.86**

This included the usual rent from the Pre-School and the small office, as well as £315.20 in donations from the Local Transport Scheme and £96 in donations from the Meet & Eat in June.

**PROFIT & LOSS 2018/19**

Total Income £58,507

Total Expense -£19,328

**Profit/Loss £39,179**

**11. LOCAL WARD REPORTS**

**Feock**

Cllr Andrew said the main road to Feock was surface dressed yesterday.

The verge to the right of Trolver Hill turning on to the Feock road needs to be cut urgently. The one way system in Feock was very overgrown and the Clerk would send a notice to the landowners. There was a lot of water on Trevilla Road. The drain on the other side of Trevilla Road was now totally blocked and this may not be helping.

Cllr Hambly-Staite said there had been a number of anti-social behaviour issues and vandalism at Loe Beach recently. The Police have been contacted but no action has been taken. Cllr Hambly-Staite suggested that himself, the Chairman and the Clerk meet with the owner of the beach. The Clerk would write to the owner and arrange for the Feock Councillors and the Clerk to go and meet at the beach. It was agreed that we would raise this at the next Parish Police liaison meeting.

**Devoran**

The Clerk advised that it had been suggested by parents that a better way for little ones to get off the tower equipment in Devoran Park was needed and also something more aimed at role play for the younger ones. This may be able to be done by installing a small slide and enclosing underneath one of the towers to create a shop type play area.

The sculpture is now installed in the Market Street Lobb garden and a request to exhibit a sculpture for a 3 month period has been advertised on the noticeboard and website.

**Carnon Downs**

Cllr Kemp said that she had feedback a resident regarding the roundabout cutting who has a relative in a wheelchair who said it was much better for crossing and the visibility was hugely improved. A meeting is being arranged with Truro City Council and Cornwall Council with regards to maintenance of the roundabouts and how this can be carried out.

The Clerk reported that the Carnon Downs Community Association had raised £680 raised for Help for Heroes at the Royal Wedding Afternoon Tea Party and Evening Party.

**12. ACCESS & AMENITIES COMMITTEE REPORT**

The next Access & Amenities Committee was being held on Thursday. Cllr Allen said that any improvements to Retallack Field needed to be considered alongside improvements to our other playing fields and we were currently working on plans for Carnon Downs.

**13. COMMUNITY NETWORK AREA HIGHWAYS BUDGET**

Cllr Andrew declared an interest in this item and did not take part in the discussion.

The Clerk had previously circulated details of the scheme and explained that funding was available for each Community Network Area Panel to bid for and she had asked Councillors for suggestions to put forward. Several Councillors suggested bidding for funding to purchase a portable flashing speed warning sign that we may be able to share with neighbouring parishes.

**RESOLUTION: CLLR HAMBLY-STAITE PROPOSED A BID BE MADE FOR A FLASHING PORTABLE SPEED WARNING SIGN, SECONDED BY CLLR ALLEN AND CARRIED UNAMIMOUSLY.**

The Clerk would contact the Chacewater Clerk as they had already been investigating purchasing a portable speed warning sign.

Cllr Allen said we needed to consider any TRO schemes that we may wish to put in for next year to ensure that any schemes we require are included.

**14. FEOCK COMMUNITY SPEEDWATCH CO-ORDINATOR**

Iain MacDonald has said he can no longer be the co-ordinator for the Speedwatch and a new co-ordinator needed to be found. Debra would arrange a meeting with Iain regarding the data entry requirement for the project to establish how much was involved.

**15. WELLBEING PROJECT UPDATE**

Cllr Hambly-Staite said that the match funding for 2 years has now been secured, to fund a full time Community Navigator (qualified nurse practitioner equivalent). A job description had been drafted and an application pack would be available soon. Funding from Truro City Council, Feock Parish Council, General Practice resilience fund together with match funding from Peninsular Community Health had now been secured to employ the navigator. PCH had also given extra funding to support a Project Manager. A one off meeting for funders was being arranged and it was suggested that a Steering Group be formed. Kernow NHS will be the employer of the navigator role. Peninsular Community Health would supply a laptop and phone for this role. It was hoped a Community Conference meeting would be held annual to replace the current wider Health & Wellbeing working group and a sub committee of the Access & Amenities Committee would also be formed. Visits to GPs practices have also been suggested to build up the relationships.

The Chairman thanked Cllr Hambly-Staite for all his hard work on securing this funding and this very exciting project. The Chairman would write to the Mayor of Truro to express our excitement with regards to the project.

**16. FEOCK CONNECT NEWSLETTER**

The Chair felt that we needed to put out more information to residents to explain the work of the parish council and how they could get in touch and get involved. The Chair suggested that we issue a quarterly newsletter to be delivered by the Post Office as although we used the noticeboards, Parish magazines, posters, website, Facebook and Twitter we were still not reaching everyone with these methods. Two editions of the newsletter could be delivered by the Post Office for £500+VAT.

**RESOLUTION: CLLR JOHNSON PROPOSED THAT A £1000 BE ALLOCATED FOR A NEWSLETTER AND THIS BE PILOTED FOR A YEAR, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.**

Cllrs Kemp, Hambly-State and Johnson were happy to form a group to look at the content of the newsletter and help draft it with the Clerk.

**17. PLANNING COMMITTEE REPORT**

Cllr Allen reported that we had received a 5 day protocol letter on The Dene, Feock which the Parish Council had objected too as it was not in accordance with the Neighbourhood Development Plan policies. The Parish Council Planning Committee had attended a site meeting at the property so that the overlooking issue that had been raised by neighbours could be considered. This application had raised the issue of the policy within our Neighbourhood Plan with regards to new developments being sympathetic to the character of the area. The Planning Committee will be looking at how this type of application will be approached in the future and agree clarification in line with the Neighbourhood Plan policies with regards to character area assessment and recession of the building into the landscape. The basis of this could be the guidance that Cllr Allen had written for Restronguet Point. It had been agreed by the Planning Committee to arrange a meeting with the AONB Planning Officer.

The Section 106 money for Affordable Housing from The Valley was discussed at the Planning Committee and a meeting would be arranged with the Planning Officer to understand how this affordable housing contribution could be used. We also need to keep pressure on understanding how the Education contribution S106 will be spent.

**18. POINT QUAY ASSOCIATION REPORT**

Cllr Allen reminded everyone that on Friday 13th July was the celebration of the 125th anniversary regatta and this event was already proving very popular. Our contractor has repaired the steps in the Orchard and installed the vehicle barrier to the quay as there were concerns about vehicles potentially accessing the Quay. Cllr Allen reported to the Quay Association our concerns about the slipway and how slippery it was. The Chairman of the Point Quay Association has requested confirmation of their liability with regards to the level of the Parish Council’s insurance cover which the Clerk has provided. We may need to consider a better anti-slip surface to be put on the slipway and increased pressure washing.

The issue of water skiing in the creek has been raised, there is a 5 knot speed limit in the creek so water skiing is prohibited and the Harbourmaster is aware of the issue and they are monitoring the creek. It had also been suggested that additional buoys with 5 knot markers be installed.

**19. DEFIBRILLATOR FOR POINT QUAY**

The Clerk outlined the costs for a defibrillator and cabinet for Point which was in the region of £1000.

**RESOLUTION: CLLR ALLEN PROPOSED THAT THE CLERK APPLY FOR FUNDING FROM THE BRITISH HEART FOUNDATION FOR A DEFIBRILLTOR AND PURCHASE A CABINET VIA THE TRURO LIONS CLUB, SEOCNDED BY CLLR MORGAN-LUNDIE AND CARRIED UNANIMOUSLY.**

**20. APPROVAL OF ANNUAL GOVERNANCE STATEMENT 2017/18**

The Clerk had circulated the Annual Governance Statement for 2017/18 to all Councillors with the agenda.

**RESOLUTION: CLLR ANDREW PROPOSED THE COUNCIL APPROVE THE ANNUAL GOVERNANCE STATEMENT, SECONDED BY CLLR HAMBLY-STAITE AND CARRIED UNANIMOUSLY.**

**21. APPROVAL OF ACCOUNTING STATEMENT 2017/18**

The Clerk had circulated the Accounting Statement for 2017/18 to all Councillors with the agenda.

**RESOLUTION: CLLR ANDREW PROPOSED THE COUNCIL APPROVE THE ACCOUNTING STATEMENT, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.**

**22. “YOUR CHOICE” FUNDING RESULTS 2018/19**

The Clerk advised that the outcome of the Your Choice funding voting was as follows:

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| 1. Devoran Flower Show/Hall/Gardening (£300)
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| 1. Devoran Explorers (£400)
 |
| 1. Carnon Downs Memory Café (£400)
 |
| 1. Carnon Downs Community Association (£400)
 |
| 1. Feock Home & Garden Society (£150)
 |

£2000 had been allocated in the budget a total of £1650 in funding had been applied for by the groups.

**RESOLUTION: CLLR ANDREW PROPOSED THAT ALL GROUPS BE AWARDED THE AMOUNT OF FUNDING THEY HAD APPLIED FOR, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.**

**ROB, CATHY, CARRIED.**

**23. COUNCIL TO CONSIDER REQUESTS TO USE COUNCIL FACILITIES FOR EVENTS**

The clerk advised that two requests to use Council facilities had been received:

Churches Together up the Creek to use Carnon Downs Playing Field on 8th July 2018

Point & Penpol WI request to use Point Orchard for tea party on 13th August 2018

**RESOLUTION: CLLR HAMBLY-STAITE PROPOSED THAT THE CHURCH TOGETHER UP THE CREEK REQUEST TO USE CARNON DOWNS PARK BE APPROVED, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.**

**RESOLUTION: CLLR JOHNSON PROPOSED THAT THE WI REQUEST TO USE THE ORCHARD BE APPROVED, SECONDED BY CLLR ANDREW AND CARRIED UNANIMOUSLY.**

***S100A LOCAL GOVERNMENT ACT 1972 (as amended) - Members of the press and public may be excluded from any discussion on the following items on the basis of the likely enclosure of exempt information***

The public left the meeting at 9.20pm.

There being no further business the meeting closed at 9.30pm