MEETING NO. 1076

Minutes of the FEOCK PARISH COUNCIL MEETING held on Monday 8th September 2014 at The Parish Council Office, Devoran at 7.15pm

Members Present:

WARDS CARNON DOWNS DEVORAN FEOCK
I MacDonald B Shankland T Smithies
B Richards C Carter R Andrew
P Allen V Gordon C Blake
C Kemp L West

M Kemp

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

1 member of the public.

CHAIRMAN: Councillor M Kemp

1. INTRODUCTION

The Chairman welcomed everyone to the meeting and explained that meetings of the Council were now able to be filmed and broadcast by members of the public, however this needed to be done in an unobtrusive way. No one present wished to film the meeting.

2. APOLOGIES

Apologies had been received from Cllr Johnson and Cornwall Councillor Chamberlain. Cllr Carter advised she had to leave the meeting at 9.30pm.

3. MINUTES OF PREVIOUS MEETING – 1ST JULY 2014

RESOLUTION: Cllr Allen proposed that the minutes of the council meeting held on 1st July 2014, as circulated by the Clerk, be confirmed as a true record, and signed by the Chairman. This was seconded by Cllr Andrew and was carried by the meeting.

4. DECLARATIONS OF INTEREST

Cllr Andrew made the following declaration of interest statement.

"I (ClIr 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 Shankland declared an interest in Item 25 Feock Reading Room and would leave the meeting when this item was discussed.

Cllr MacDonald declared an interest in Item 22 Feock Access+ Project.

5. PUBLIC PARTICIPATION

A resident of Devoran attended the meeting and spoke about how he was concerned about the speed that vehicles travel through the village, especially on Greenbank Road, the speed limit was 30mph but he estimated that most vehicles travel at around 40 mph, he would like to see an advisory speed limit of 15 mph in Devoran. Some vehicles travel down the middle of Greenbank Road which was very dangerous. Speed humps were not a practical solution due to large lorries carrying building materials which could then fall off the vehicles. It was agreed to advise the resident when the next Sustainable Transport Group meeting was arranged so that he could attend and pass his comments on to the group.

6. MATTERS ARISING FROM PREVIOUS MINUTES

100 year Commemoration of outbreak of WW1

Cllr Richards advised that the new granite plaque was presently being made. The Clerk had applied to the War Memorials Trust to see if any of the cost could be funded by them.

Dog Waste Bin at Jubilee Wood

The Clerk advised that the bin had now been installed. The Clerk had obtained prices for 2 signs to state that it was a public space and open to everyone, these were at a cost of £55+VAT. It had previously been agreed by the Council for this money to be spent.

ACTION: CLERK TO ORDER SIGNS

Double yellow lines on Devoran Lane

The Clerk advised that Cormac had now advised that they currently had no lining budget left to repaint the lines on Devoran Lane, however they were trying to find additional budget for this.

Greenbank Road and old A39 verge cutting

The Clerk advised that both these verges had now been cut back by our contractor. The contractor would be regularly mowing a shorter footpath through the verge on the A39 to try to encourage people to walk on the verge rather than the road.

Footpath obstruction at Harcourt

The Clerk advised that the Footpaths team at Cornwall Council had visited the footpath and advised that the obstruction had been removed.

Overhanging vegetation at Smithy Lane, Carnon Downs

The Clerk advised she had sent out a notice to the landowner and they had now trimmed back the vegetation.

Environment Agency Land at Carnon Valley

The Clerk advised she had contacted the Environment Agency to enquire as to their future plans for the land, they had advised that they needed more specific grid references to enable them to answer our query.

Assets of Community Value

The Clerk was working on the applications for the identified assets and needed to purchase OS maps to identify exactly the land/assets as part of the applications. It was agreed for Cllr Allen to go through the list of community assets identified as part of the Neighbourhood Plan and shortlist these to any other assets we might wish to register and bring this to the Property Working Group.

Carnon Gate Roundabout

The Clerk advised that she had obtained quotations from landscape designers to produce a planting scheme plan for the roundabout, this would cost in the region of £1000. It was agreed for ClIr Allen to contact the Carnon Downs Garden Society to see if they were interested. It was noted that it was likely that the existing plans could be re-used as part of a new scheme.

ACTION: Cllr Allen to work with the Clerk to draw up a brief and speak to Carnon Downs Garden Society

7. PRESENTATIONS ON PROPOSALS FOR FUTURE USE OF THE FEOCK READING ROOM

Cllr Shankland thanked the Council for the opportunity to put forward his proposal for the future use of the property, and gave a presentation to the meeting on his proposal (copy of slides attached to these minutes).

The Chairman asked who would fund the equipment, ie. TV, furniture etc. and manage the bookings. Cllr Shankland said the initial equipment would be funded by a loan, and he also hoped to obtain funding from

CRCC, donations of furniture or pay for additional equipment from the money generated by office rental etc. Either himself or a local volunteer would be responsible for managing the bookings of the building.

The Chairman asked who would be responsible for paying the rent. Cllr Shankland advised it would be the Community body/Charity that would be set up.

Cllr MacDonald asked who would be the likely customers for renting office/meeting space and did he have concrete interest. Cllr Shankland felt this would be mainly local businesses, and around 5 people had expressed an interest in using the space. He was also talking to NHS England about an outreach Doctors service/clinic but they required more information on usage.

Cllr Richards asked if the cost projections were based on models elsewhere or assumptions. Cllr Shankland advised this was a new model but based on a reasonable assumption of demand, assuming 30 rentals a year.

Cllr C Kemp asked if it was known why Four Turnings Café had closed. She also had concerns about noise for neighbours if there was evening use. Cllr Shankland advised he understood the car park being on the other side of the busy was a contributory factor, although it had proved a well used and liked facility. Cllr Shankland said that neighbours were keen for the building to be used, the evening focus would be mainly on youth groups (ie. Scouts etc.)

Cllr Shankland advised the building would be open all day (he envisaged from 9am to 6pm), if it was booked for an evening then it would remain open but if not would be locked at 6pm.

Cllr West asked who would be responsible for cleaning and security. Cllr Shankland advised that users would be responsible for cleaning. There would be nothing of value left in the building, if Doctors used it their equipment would be portable.

Cllr Gordon asked if there was a similar working model in Cornwall that we could look at. Cllr Shankland advised that St Germans have a subscription model http://www.shopstgermans.org.uk/ and St Blaze have a Community Centre.

Cllr Shankland had contacted a resident who was previously interested with regards to a joint proposal but had not had a response.

The Chairman ran through his proposal for disposal of the Reading Room, which would free up funds for possible refurbishment of the existing hall in Feock, as well as providing funds towards refurbishment of Devoran Village Hall and provision of other community equipment, for example defibrillators. If the property was retained it would need a substantial amount of money (£10k - £15k) spending on it to bring it up to a rentable standard.

Cllr Kiernander commented that if the building was developed into housing, this should be affordable or for elderly people in the area who wished to downsize.

8. MATTERS FOR REPORT FROM OUTSIDE BODIES

Cllr Richards had attended a meeting of Kea Parish Council regarding the proposed development of Piskey Farm which borders our Parish. This was an affordable led scheme and a Housing Association was involved.

The Chairman and ClIr MacDonald were attending the AGM of the Community Network Panel on Tuesday 9th September and would report back. The Clerk advised we needed to nominate 2 Councillors to sit on this Panel (although only one member needed to attend each meeting), as Councils had one vote on matters raised and the Clerk could not vote.

9. CURRENT REPORTS

Cornwall Council

Cllr Chamberlain had given his apologies for the meeting.

Devon and Cornwall Police

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

Cllr Andrew commented that there had been a missing person incident from Feock during the last weekend, but they had been located safe and well, however it was noted that people had parked in the turning area at Restronguet Point and this had hampered emergency vehicles access.

10. FINANCIAL SUMMARY & ACCOUNTS FOR PAYMENT

The Accounts for payment for August were presented to the Chairman for authorisation and signature, and a copies circulated to all members present for their information.

The Clerk gave the following financial summary for the month of August.

Total outgoings £7,887.22

Total income £62,104.43 This included the second instalment of the Precept payment and

Our Place funding

Current account bank balance and bank reconciliation +£84,058.04 as at 8th September 2014

Profit & Loss report to date

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

Income £114,609 Expenditure £50,184 Balance +£64,425

The Clerk advised that we were currently under budget but she would give a quarterly Budget v Actual report t the October Parish Council.

11. LOCAL WARD REPORTS

Feock - Cllr Blake

One of the supporting uprights on the zip wire in Retallack Playing Field had come very loose and had to be closed, this had been repaired very well by the Council's contractor within 2 days and this had been appreciated by users of the park.

There was a missing slate from the Holy Well and Cllr Blake would look to replace this.

The name sign for West Pill Road had been damaged several years ago, this had been reported for repair to Cornwall Council. There was also a broken footpath sign at Retallack Playing Field, and this had also been reported.

The Bookswap at Feock and Point had reported that they had approx. 60 books taken from them.

A resident had raised the issue that there was no sign for Trelissick Gardens before Four Turnings and therefore visitors were missing the turning and reversing back up the road which was dangerous. It was agreed for the Clerk to contact Cornwall Council the National Trust to request they put a NT symbol on the advance warning road sign opposite to the old offices.

ACTION: CLERK TO CONTACT TRELISSICK GARDENS

As previously mentioned there had been problems for emergency services when investigating the missing person as people had parked in the turning circle at Restronguet Point, it was agreed that a polite notice (wording agreed by Cornwall Council / Police) be supplied to Councillors who could put any on offending vehicles. It was noted that if vehicle registrations were taken and passed to the Police they would write to the owners.

ACTION: CLERK TO CONTACT PCSO REGARDING NOTICES

Devoran – Cllr Shankland

There were mixed opinions on the Snack Van, some residents were in favour, some were not due to the safety issues with large lorries parking on the verges, which we were trying to encourage the children to walk on instead of the road.

Cllr Shankland said there were still plans to upgrade Devoran Recreation Ground. The Clerk advised that she was waiting on quotations from contractors for the proposed access work and she would then submit the application to Cory Environmental for potential funding.

Cllr Richards commented that next September is the centenary of the last train to run on the Devoran to Chacewater Railway and we had been asked if we wished to be involved. Cllr Richards was happy to coordinate with the Restronguet Creek Society. It was agreed for Cllr Richards to investigate further and put a proposal on a future agenda.

Carnon Downs - Cllr M Kemp

A meeting had been held with the Carnon Inn earlier in the year regarding their licensing application. It had been agreed that they would re-instate the screening and hedging that had been removed, which was part of the original planning permission. Currently there had been no screening/hedging installed. It was agreed for the Clerk to contact the Carnon Inn to establish what was happening with the installation of this.

ACTION: CLERK TO CONTACT CARNON INN

It was noted that the bus stop sign at the top of Forth Coth near to the Carnon Inn had become obscured by an overgrown hedge.

ACTION: CLERK TO ESTABLISH HOMEOWNER AND SEND A NOTICE TO THEM

The additional land the owners of Trevince had to purchase to access the site had now been obtained, and the planning cooling off period had now expired. The agents would advise us when work would start and we had requested an update on progress one a month.

Cllr Allen requested that the Clerk put together a summary of the S106 agreement, ie. what the recretation area would consist of, when this would be installed, how many houses were affordable, how people to register interest in purchasing one, or being put down for an affordable home etc.

ACTION: CLERK TO PUT TOGETHER AND CIRCULATE

Cllr Richards had repaired the wood which surrounded the bark chippings under the swings in Carnon Downs park.

RESOLUTION: CLLR RICHARDS PROPOSED THAT HE PURCHASE 4 BAGS OF BARK CHIPPINGS TO TOP UP THE SURFACE UNDER THE SWINGS IN THE PARK, THIS WAS SECONDED BY CLLR KIERNANDER AND CARRIED OUT.

It was noted that there had been some trees cut back by Cormac on the Carnon Downs by-pass but these currently appeared to have been left on the Carnon Downs roundabout.

ACTION: CLERK TO CONTACT CORMAC

12. REPORT ON PLANNING COMMITTEE MEETING

We dealt with eleven planning applications at our last meeting and the draft minutes of that meeting are available. We have attended two site meetings recently on controversial applications, one resulted in a withdrawn application at The Nurseries, Carnon Crease and the other was accepted by the committee after the proposals were explained in detail by the applicant's agent. We have received two vastly different decisions on applications relating to trees covered by TPO. On one the tree officer agreed with the felling of twelve trees at Loe Beach and on another, with three very similar trees on the other side of the beach, permission was refused and an appeal is pending. We are of the opinion that Cornwall Council are no closer to a realistic and acceptable tree policy now than they were a year ago when we first broached the subject with the help of our County Member, Steve Chamberlain. In short, the whole process of planning applications for tree work is a total shambles. A further meeting will be held as and when necessary to consider future applications.

Cllr Smithies asked what we were doing with regards to resolving the issue of inconsistent tree decisions. Cllr Richards advised that our County Councillor Steve Chamberlain had taken this up on our behalf and was pushing for a consistent tree policy.

13. FINANCE & GENERAL PURPOSES WORKING GROUP

The Chairman advised that the next meeting was planned for Tuesday 23rd September.

14. PROPERTY WORKING GROUP

Cllr Allen reported that himself and the Clerk had been through the list of actions from the Risk Assessments and the Clerk would action those that had been agreed. Cllr Allen would then report back at the next Property Working Group, the risk assessments needed to be reviewed again asap as they had initially been completed in January.

Notices had been displayed at Restronguet Point requesting boats were marked with name and contact details and the majority of boats had been marked with one or other which was very good. The Clerk had received advice from the Harbourmaster regarding how to progress with removal of any wrecks identified. Cllrs Allen and Johnson had visited Restronguet Point to look at the bench position and bramble hedge.

RESOLUTION: CLLR ALLEN PROPOSED THAT THE BRAMBLE HEDGE BE CUT DOWN TO THE HEIGHT OF THE EXISTING POST AND WIRE FENCE TO TRY TO IMPROVE THE VIEW FROM THE BENCH, AND EXTEND THE FENCE THIS WAS SECONDED BY CLLR KIERNANDER AND CARRIED BY THE MEETING.

ACTION: CLERK TO ARRANGE CUTTING OF HEDGE, CONTACT RESTRONGUET CREEK SOCIETY TO ACCEPT THEIR OFFER TO REPAIR THE BENCH.

The Clerk advised the new football nets were in the process of being installed in Retallack Playing Field.

15. SUSTAINABLE TRANSPORT WORKING GROUP

Cllr Andrew advised there had been no meeting since 6th August when the TROs to be put forward for inclusion and funding in the Local Transport Scheme had been agreed, the Clerk had circulated the details of these to the Council. Cllr West queried why the scheme she had put forward at Come to Good had not been included. Cllr Andrew said that it had not met the criteria for inclusion in the Local Transport Scheme but was still included in our list of possible TROs for the future, but these would needed to be funded by the Parish Council. Cllr West pointed out that the speed limit for the road in the Neighbourhood Plan was shown as 40mph but it was 30mph, but would like to see it reduced to 20mph.

The Clerk advised that a resident had made a complaint that the stile needed repairing/replacing on the footpath through the field at Harcourt, she advised that this was the landowners responsibility. The Council agreed for the Clerk to write to the landowner requesting they repair/replace the style. Cllr Allen advised

there was also a stile on footpath 28 Tallacks Creek which needed a repair to a post, and one stile that was no longer needed and could be dismantled. Cllr Allen would carry out a survey of footpaths during the Winter.

ACTION: CLERK TO CONTACT LANDOWNERS

16. NEIGHBOURHOOD PLAN

Cllr Richards reported that this was progressing well. There was a meeting arranged of the Parish Council and Steering Group on 30th September to go through the plan with those Councillors who were not on the Steering Group. The Clerk would circulate the draft Plan to everyone and Cllr Richards asked that any questions, comments or issues were sent to him as soon as possible so that these could be answered at the meeting. The policies have had extensive discussion by the Steering Group. The consultants contract ends on 30th September and it was agreed to purchase some flowers for her as a thank you.

The draft Plan will then go to the Parish Council formally on 7th October for final sign, it will then go to Cornwall Council, 6 weeks consultation to be carried out on our website, then Cornwall Council will carry out another 6 weeks consultation, independent examination and finally referendum in Spring 2015.

Cllr Shankland queried that minutes were missing from the Neighbourhood Plan website and the last ones published were in March. The Clerk advised that as far as she was aware the website was up to date with the June minutes, there had not been a meeting since July and these minutes would be uploaded when they had been approved.

ACTION: CLERK TO CHECK WEBSITE

Cllr Shankland asked if there had been budget provision for the projects agreed in the Neighbourhood Plan. Cllr Richards advised that the Plan was purely to agree policies, we would need to look at budgeting when we came to actioning the policies.

17. POINT QUAY REPORT

Cllr Gordon said that Point Quay Association had not had a meeting since the last Parish Council meeting in July. Cllr Allen requested that PQA look at the risk assessments and respond.

The Clerk advised she had submitted the Listed Building Consent and Planning Permission applications to replace the wall on top of Point Quay, she had also chased up the survey of the repair work to the upright walls. Cllr Gordon advised that some repairs have now been done to the top of the quay.

18. CORNWALL COUNCILLOR'S COMMUNITY CHEST 2014/15

The Clerk circulated details to those present of the fund available through our County Councillor for projects in the parish, and requested that Councillors consider possible projects for discussion and agreement at a future meeting. It was noted that applications needed to be made by 16th February 2015.

19. AGREE WORDING FOR BENCH TO RECOGNISE COUNCILLORS FAMILY SERVICE

After much discussion it was agreed that the wording would be "IN APPRECIATION OF THE SERVICE GIVEN TO FEOCK PARISH COUNCIL BY THE LANGDON FAMILY, PARISH COUNCILLORS 1895 - 2014"

ACTION: CLERK TO ORDER BENCH WITH PLAQUE FOR INSTALLATION IN DEVORAN RECREATION GROUND

20. AGREE ACTIONS REGARDING TREES AT CARNON DOWNS PLAYING FIELD

Cllr Richards advised that complaints from residents had been received over a period of time and discussed previously by the Council. It was noted that the Evergreen Oak would be left as is.

RESOLUTION: CLLR RICHARDS PROPOSED THAT THE ASH TREE BE REMOVED (DUE TO POTENTIAL ASH DIE BACK) AND THE ROWAN TREES ARE PRUNED SO AS NOT TO IMPEDE THE FOOTWAY/NEIGHBOURS PROPERTY. THIS WAS SECONDED BY CLLR M KEMP AND CARRIED BY THE MEETING.

21. CORY ENVIRONMENTAL FUNDING

This item had been covered previously in the meeting.

22. FEOCK ACCESS+ (OUR PLACE FUNDING)

The Clerk advised that we had received 7 applications for the Project Officer position and the Council needed to agree who would be on the shortlisting and interview panel. It was agreed that the Clerk, Cllr Shankland and Cllr Johnson (in her absence) would form both panels.

ACTION: CLERK TO MAKE ARRANGEMENTS FOR SHORTLISTING/INTERVIEWS

23. POSSIBLE MICRO LIBRARY IN ENTRANCEWAY TO PARISH COUNCIL OFFICE

The Clerk advised that due to cuts in the mobile library service, Cornwall Council were trying to find locations for micro libraries and had circulated details of these with the agenda.

RESOLUTION: CLLR RICHARDS PROPOSED THAT THE COUNCIL SUPPORT THE INSTALLATION OF A MICRO LIBRARY IN THE ENTRANCEWAY TO THE OFFICE, THIS WAS SECONDED BY CLLR GORDON AND CARRIED BY THE MEETING.

UNDER THE S100A LOCAL GOVERNMENT ACT 1972 (as amended) MEMBERS OF THE PUBLIC LEFT THE MEETING The one member of the public present left the meeting.

There being no further business the meeting closed at 10.30pm.

DATE OF NEXT MEETING: Tuesday 7th October 2014 at 7.15pm at The Market Hall, Devoran

ITEM 7 - PRESENTATION ON PROPOSAL FOR FUTURE USE OF FEOCK READING ROOM FROM CLLR SHANKLAND

Background

- The Feock Reading Room is a c. 19th single-storey building acquired by the parish council in 1971
- It is located near the centre of Feock Village, next to a well-used park (Retallick Playing Field) and a main road
- 27% of surveyed Feock residents want new or improved community facilities*
- Since 2014, the parish council has been looking to refurbish the site and maximise its value / community benefit



*Source: Feock Neighbourhood Development Plan, Community Questionnaire data set, January 2014

The brief – Feock Parish Council

- Feock Parish Council will provide a basic upgrade of the building as a "refurbished shell"
- Initial tenancy on "beneficial terms", later rising to a rent offering "realistic market return for the community"
- If a community project, the tenant must be a "not for profit organisation"
- Any special terms must be justified under a "community benefit" criteria

*Source: Brief for use of the Feock Reading Room

The bid: intended uses of the Reading Room

- A multi-purpose community facility
 - ✓ Community services potential GP outreach, local business
 - ✓ Discrete office space
 - ✓ Lending library and journals
 - ✓ Tea, coffee and/or snacks
 - ✓ Comfortable and quiet
 - ✓ Wireless internet access
- Leased and operated by a non-profit (social enterprise / community interest company)
- Non-competitive with existing community facilities (Feock Church Hall, pubs & cafes)

Floor plan for the revitalised Reading Room



- Counter for seasonal goods
- Vending machines for non-alcoholic beverages
- Large, soundproofed office space/spaces
- Attractively decorated with sofas & books
- Disabled access at the side
- TV available in evenings only

Why have we proposed this format?

- We believe that despite community aspirations, the Reading Room is <u>not</u> viable as a fully-fledged village shop (due to prevalence of supermarkets and online groceries)
- There is a clearly expressed community aspiration for meeting places following the closure of the Four Turnings Café, and a lack of spaces for young people to congregate (e.g. music practice)
- The large number of home workers in the parish, and its many clubs and societies, creates a need for small-scale purpose-built meeting room(s)
- 4. Minimal investment required in time and resources

Projected costs Projected revenues Rent-Feock Parish council Rent-

Feock Reading Room: benefit / risk profile

Benefits

- Conveniently located, secure space
 Fulfils proven unmet community needs
 On-site toilet facilities next to park (footfall)
- Financial efficiency (non profit status)
 Minimal running costs & arms-length status

- Shortage of vehicle parking space
 Not a community shop / village hall
- Need to provide furnishings and equipment
 Relatively high start-up costs
 Community buy-in & staffing (access etc.)

Opportunities

Threats

- More parking space in / near Retallick Field
 Social enterprises: GP surgery, memory cafe
 New outlet for local produce (cakes, veg.)
 Grant funding, e.g. CRCC
 Subscription & direct debit models
 Integration with new community transport

- FPC realises quick profit through disposal

About me / declaration of interest

- I am a councillor on Feock Parish Council (Devoran Ward), elected in 2013. I was active on the Feock Neighbourhood Plan Steering Group.
- · I own and manage a local healthcare consultancy business (but do not wish to use the site for work)
- · My approach is to maximise community benefit and involvement in the site, by preserving public space



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FEOCK PARISH COUNCIL POLICE REPORT 02/09/14

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

- 1. A vehicle was scratched along the length of the passenger side of the vehicle whilst parked near to the riding stables, Bissoe Road, Carnon Downs. This crime occurred between 14:15 & 14:30 hours on Tuesday 19th August. Unfortunately the offender/s for this crime have yet to be located.
- 2. A door was damaged in the parish, this complaint relates to a neighbourhood dispute & it is undetected at this time.
- 3. At some point on Thursday 21st August a Burmese cat was shot seemingly by a shotgun. The cat returned home to Chycoose, Point Road, this crime has been publicised in the West Briton & at this time nobody has come forward with any information. The crime reference number is CR/100389/14.

During August the police received 24 calls from within the parish, the vast majority of the calls related to incidents on the parishes road. August continued in much the same vain as July and levels of crime within the parish remain low. There were no calls to the police to highlight and given it was the summer holidays no incidents seemed to be attributed to this sunny busy time of year. wide problems.