

Minutes of the FEOCK PARISH ANNUAL COUNCIL MEETING held on Monday 16th 2022 at 7.15pm at Carnon Downs Village Hall

Present:

WARDS	CARNON DOWNS	DEVORAN	FEOCK
	P Lightfoot	S Cooper	L Fitt
	C Kemp	M Steel	C Blake
	P Allen	A Allen	
	J Allen		
	K Gason		

In attendance: Councillor Martyn Alvey, Cornwall Councillor
B Thomas, resident
B Richards, resident
S Chamberlain, resident
J Pearce, resident
Debra Roberts, Parish Clerk & Responsible Finance Officer

Chairman: A Allen

1. 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 and asked if there were any proposals for Chair.

RESOLUTION: CLLR LIGHTFOOT PROPOSED CLLR A ALLEN BE ELECTED AS CHAIRMAN FOR THE COUNCIL YEAR 2022/23, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

Cllr A Allen thanked everyone for her nomination and their support. Cllr A Allen signed the acceptance of office form.

2. INTRODUCTION

The Chair welcomed everyone to the meeting and said she was looking forward to being Chair for the coming year.

3. APOLOGIES

Apologies had been received from Cllrs Hambly-Staite and Brickell.

4. ELECTION OF VICE CHAIRMAN

The Chairman invited nominations for the position of Vice Chairman.

RESOLUTION: CLLR GASON NOMINATED COUNCILLOR BRICKELL FOR THE POSITION OF VICE CHAIRMAN, SECONDED BY CLLR P ALLEN AND CARRIED UNANIMOUSLY.

5. TO CONSIDER THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 11TH APRIL 2022 AS A TRUE AND ACCURATE RECORD

RESOLUTION: CLLR BLAKE PROPOSED THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11TH APRIL 2022 AS CIRCULATED BY THE CLERK, BE SIGNED BY THE CHAIRMAN AS A TRUE

AND ACCURATE RECORD OF THE MEETING, THIS WAS SECONDED BY CLLR LIGHTFOOT AND WAS CARRIED UNANIMOUSLY BY THE MEETING.

6. DECLARATIONS OF INTEREST

Cllr P Allen declared an interest in item 38 Jubilee Field as he was a neighbour to this land.

7. PUBLIC PARTICIPATION & QUESTIONS FROM THE PUBLIC SUBMITTED BEFOREHAND

Barrie Thomas (ex Councillor and Chairman) wished to thank the Parish Councillors for their understanding and support, he said how much he appreciated it.

Jo Pearce spoke regarding her planning application for an ANPR car park management system and associated signage for Loe Beach car park and explained that over the last few years that had been significant anti social behaviour, damage and theft from their property and also at the beach. Visitors had been abusive to those manning the car park and they felt the only option they had to control the car park and deter anti social behaviour whilst still allowing access to the beach and car park was to put in an ANPR system. Jo Pearce made it clear that she did not benefit financially from any fines issued, these went direct to the car park management company.

Cllr A Allen asked if it was possible to increase the grace period to allow people time to drive down, look for space or pick up family from the beach without being fined and could this be made clear on the signage. Jo Pearce said she would look into this.

Cllr P Allen asked if there was any way that mooring holders could have access overnight. Jo Pearce advised that season ticket holders were able to have access overnight, as long as they were in the car park before 10pm and did not wish to leave before 6am the next day.

Cllr Lightfoot asked that the company operating the car park ensured they adhered to the new car parking rules that came into effect in March this year.

Steve Chamberlain said that the signs were difficult to see from the field behind the car park due to the large number of boat masts which were far taller than any of the signs. The signs were double sided to reduce the number of poles needed and there had been issues with people leaving cars in the car park for days at a time and also blocking the access road to the houses along from the beach. Ambulances had also been delayed previously due to inconsiderate parking.

The Chair said she wished to bring forward item 37 regarding the planning application at Loe Beach so that the residents attending could listen to the discussion.

37. PLANNING APPLICATIONS PA22/03217 & PA22/02942 – Retrospective application for advertisement consent and car park management system featuring an ANPR camera, associated signage and a pay and display machine

Cllr Lightfoot said he had sympathy with the owners of the carpark and beach and said that something needed to be done but he would like to see the grace period of 10 minutes made clearer on the signage.

Cllr Cooper she also understood the need for the car parking system to be put in place but was concerned about the bright yellow signs that had been installed, the boat masts were in keeping with an AONB but the yellow signs were not and were very prominent.

Cllr Blake said he did not have such an issue with most of the signs, his concerns were about the yellow signs which were very prominent.

Cllr Gason said she also had concerns about the signs and their impact on the AONB.

RESOLUTION: CLLR P ALLEN PROPOSED THE PARISH COUNCIL MAKE THE FOLLOWING COMMENT ON BOTH PLANNING APPLICATIONS, SECONDED BY CLLR LIGHTFOOT AND CARRIED WITH 9 IN FAVOUR AND 1 AGAINST.

Consultee comment agreed: The Parish Council have no objection in principle to the applications for the new parking system as they have sympathy with the owners and the problems they have experienced trying to manage the car park and their private land. The Parish Council however would like further consultation on the size and location of the signage on the site and for this to be made clearer, to include the 10 minutes grace period, ensuring this complies with the new guidance for car parks that came in in March 2022.

8. APPOINTMENTS TO SUB COMMITTEES & OUTSIDE BODIES

The following appointments to subcommittees and outside bodies were made. The Clerk advised that each individual Committee would appoint their Chair and Vice Chair at their next meetings.

Planning Committee

RESOLUTION: CLLR KEMP PROPOSED THE FOLLOWING MEMBERS MAKE UP THE PLANNING COMMITTEE, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY - Cllrs Dr Blake, Kemp, Gason, Cooper, P Allen and Brickell.

Access & Amenities Committee

RESOLUTION: CLLR P ALLEN PROPOSED THE FOLLOWING MEMBERS MAKE UP THE ACCESS & AMENITIES COMMITTEE, SECONDED BY CLLR GASON AND CARRIED UNANIMOUSLY – Cllrs Gason, P Allen, Hambly-Staite, Dr Blake, A Allen, Cooper and J Allen.

Finance & General Purposes Committee

RESOLUTION: CLLR LIGHTFOOT PROPOSED THE FOLLOWING MEMBERS MAKE UP THE FINANCE & GENERAL PURPOSES COMMITTEE, SECONDED BY CLLR GASON AND CARRIED UNANIMOUSLY – Cllrs Lightfoot, Steel, Brickell and A Allen.

Representatives and links with outside bodies

RESOLUTION: CLLR P ALLEN PROPOSED THE FOLLOWING MEMBERS ARE ELECTED AS REPRESENTATIVES/LINKS ON THE VARIOUS OUTSIDE BODIES, SECONDED BY CLLR LIGHTFOOT AND CARRIED UNANIMOUSLY.

Unknown Donors Charity – this needed further investigation as it now sat with Feock PCC.

Carnon Downs Village Hall – Cllr Lightfoot (Trustee)

Devoran Village Hall – Cllr A Allen

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 – Clerk receives email updates

Footpaths Working Group – agreed to put suggestions for any new sub committees that sit under Access & Amenities Committee on the next agenda.

Cornwall Council Community Network Panel – Cllr J Allen (it was noted that all Councillors were welcome to attend these meetings).

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.

RESOLUTION: CLLR LIGHTFOOT PROPOSED THE DELEGATION ARRANGEMENTS AS SET OUT BE RE-APPROVED, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

11. REVIEW OF TERMS OF REFERENCE FOR COMMITTEES

The Terms of References for the 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. The Clerk apologised that she had omitted to circulate the Access & Amenities Committee Terms of Reference but would do so after the meeting.

RESOLUTION: CLLR P ALLEN PROPOSED THE TERMS OF REFERENCE (PLANNING AND FINANCE & GENERAL PURPOSES COMMITTEES) AS CIRCULATED BE ADOPTED, SECONDED BY CLLR BLAKE AND CARRIED UNANIMOUSLY.

12. APPOINTMENT OF ANY NEW COMMITTEES OR WORKING PARTIES

There were no suggestions for new committees but this item would be placed on next the Access & Amenities Committee for further discussion.

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 STEEL 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 agreements regarding PROW maintenance and verge cutting with Cornwall Council.

RESOLUTION: CLLR KEMP PROPOSED THE AGENCY AGREEMENTS BE CONTINUED AS SET OUT BY THE CLERK, SECONDED BY CLLR LIGHTFOOT 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 prior to the meeting.

RESOLUTION: CLLR COOPER PROPOSED THE COUNCIL APPROVED THE INVENTORY, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

16. CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED AND AGREE INSURANCE POLICY FOR 2022/23

The Clerk had circulated the options for Council insurance for 2022/23.

RESOLUTION: CLLR LIGHTFOOT PROPOSED THE INSURANCE POLICY DETAILS CIRCULATED BE ACCEPTED, SECONDED BY CLLR P 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) and Trolver Croft Residents Association (TCRA).

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

18. REVIEW OF COUNCIL'S COMPLAINTS PROCEDURE

The Clerk had circulated the current Complaints Procedure.

RESOLUTION: CLLR KEMP PROPOSED THE COMPLAINTS PROCEDURE REMAIN UNCHANGED, SECONDED BY CLLR BLAKE, 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 J ALLEN PROPOSED THE FOI PROCEDURE REMAIN UNCHANGED, SECONDED BY CLLR STEEL 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 KEMP AND CARRIED UNANIMOUSLY.

21. DETERMINING THE TIME AND PLACE OF ORDINARY MEETINGS UP TO AND INCLUDING THE NEXT ANNUAL PARISH COUNCIL MEETING IN MAY 2023

The Clerk had circulated a list of proposed meeting dates for the remainder of 2022 and up to the Annual Meeting in May 2023.

RESOLUTION: CLLR COOPER PROPOSED THE LIST OF MEETING DATES BE APPROVED, SECONDED BY CLLR J ALLEN AND CARRIED UNANIMOUSLY.

It was agreed to resume meeting in the Parish Council Office from the June meeting.

22. COUNCIL TO READOPT THE GENERAL POWER OF COMPETENCE

It was noted that the Council wished to continue with the GPOC status which had been adopted following the May 2021 elections.

23. COUNCIL TO APPROVE PROCEDURE FOR CO-OPTION TO CASUAL VACANCIES

The Clerk had circulated the draft procedure for co-option to casual vacancies and asked the Councillors if they had any comments or changes to make to it.

RESOLUTION: CLLR LIGHTFOOT PROPOSED THAT THE PROCEDURE FOR CO-OPTION AS CIRCULATED BY THE CLERK BE ADOPTED, SECONDED BY CLLR COOPER AND CARRIED UNANIMOUSLY.

24. CLERKS UPDATE ON MATTERS ARISING

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

25. MATTERS FOR REPORT

Cllr P Allen had attended the Friends of Restronguet Point AGM with Cllr Alvey. They were keen to be involved when the Parish Council reviewed the Neighbourhood Development Plan. There were concerns raised about landowners not keeping their hedges cut back beside the Highways.

Cllr P Allen had met with Adrian Roper from Highways to cycle the route from Devoran to Truro to explain the issues with this route and work needed to make it safer and more attractive to cyclists.

Cllr Cooper had attended an interesting webinar on Affordable Housing and the Climate Emergency and gave a brief outline of areas covered.

Cllr Blake said he had attended several site meetings in relation to planning applications and how useful it was to be able to start doing these once again.

26. CURRENT REPORTS

Cornwall Council

Cllr Alvey reported as follows. The Councillors Community Chest funding was now open for applications, the criteria was the same as previously and he had a total of £3K to allocate to projects across his division. The minimum amount able to be applied for was £200.

The planning application for a housing development at Valley Lane in Carnon Downs he would be 'calling in' to the July Central Planning Committee for them to make a decision as the Parish Council had objected and the Planning Officer wished to approve the application so there was a difference of opinion.

The application to replace the commercial unit on Forth Coth with a residential dwelling would not be called in despite the Parish Council objecting as it would provide a small dwelling.

The two planning applications for Nancassick Farm regarding the running of the haulage business was being part approved (cattle shed) and part refused (haulage use).

27. FINANCIAL SUMMARY & ACCOUNTS FOR PAYMENT

The Clerk had circulated the invoice list for payment by email and gave an overview of the Council's current financial position.

RESOLUTION: CLLR P ALLEN PROPOSED THE CHAIRMAN SIGN THE INVOICES FOR PAYMENT LIST, SECONDED BY CLLR STEEL AND CARRIED UNANIMOUSLY

28. APPROVAL OF ANNUAL GOVERNANCE STATEMENT 2021/22

The Clerk had circulated the Government Statement for 2021/22 prior to the meeting.

RESOLUTION: CLLR COOPER PROPOSED THE STATEMENT FOR 2021/22 AS CIRCULATED BE APPROVED, SECONDED BY CLLR FITT, CARRIED UNANIMOUSLY.

29. APPROVAL OF ACCOUNTING STATEMENT 2021/22

The Clerk had circulated the Accounting Statement for 2021/22 prior to the meeting.

RESOLUTION: CLLR LIGHTFOOT PROPOSED THE ACCOUNTING STATEMENT FOR 2021/22 AS CIRCULATED BE APPROVED, SECONDED BY CLLR STEEL, CARRIED UNANIMOUSLY.

30. LOCAL WARD REPORTS

Feock ward

Cllr Blake asked if there was any progress with when the yellow lines at the top of Loe Hill would be put in place. The Clerk said she would chase this up and had sent in the request for these several weeks ago as soon as the funding had been secured from the Community Network Panel. Cllr Blake also asked if it could be clarified that the new lines would be 'conservation width' and not the wider style as these really did not in well in the AONB.

Devoran ward

Cllr Steel said that despite the flashing speed warning sign being on Greebank Road for a period of time recently vehicles continued to speed along there and also Quay Road which seemed to be getting busier with traffic.

Cllr Cooper said she was concerned that the recently approved Bagels & Blooms food van had not been trading in the village on the pitch they had recently been awarded a license for and she was concerned this was due to conditions put on the license by Cornwall Council which made it difficult for them to trade there.

The Chair said that people had been cycling round the park in Devoran and asked if larger 'no cycling' and 'no dogs' signs could be put up on the gate. Also could the waterslide tarpaulin be removed as it was likely killing the grass underneath.

The Chair said new temporary road signs had been appeared between Point Quay and Penpol '10 mph skid hazard' but she could not see why. The Clerk would contact Highways about the reason for these signs being erected.

It was noted there was a patch of Japanese Knotweed on Greenbank Road on the creek side, this had been there previously and the landowner was aware.

Carnon Downs

Cllr Lightfoot thanked the Clerk, our HAIRE Project Officer Bex Rawbone and Cathy Whitmore for all their hard work in putting on the Party in the Park recently to launch the new recreation area on Bissoe Road and said it had been a huge success. The Chair thanked everyone who had been involved in the event.

Cllr P Allen had replanted the planter outside of the Dentist which had been knocked over by a delivery van recently.

Cllr Lightfoot said he had noticed new bridleway and footpath signs going up. The Clerk confirmed these were part of the PROW enhancement project the Parish Council were working on.

31. PLANNING COMMITTEE REPORT

Cllr Blake, Chair of Planning reported that there had been a large number of applications received in the last week including several re-submissions of controversial applications in Feock. Japanese Knotweed had also been spotted at Pill Creek.

32. ACCESS & AMENITIES COMMITTEE REPORT

Cllr P Allen said that he had now spoken to Cornwall Council estates regarding the changes required to the draft lease for the Woodland at the Carnon Valley and would like the Parish Council's agreement in principle for him to write back to Cornwall Council to move the lease forward. The full lease would be discussed and approved at a future Parish Council meeting before being signed.

Cllr P Allen proposed to put removal notices on 3 wrecked small dinghies on the common land at Restronguet Point giving notice that they would be removed if not claimed.

33. HAIRE WELLBEING PROJECT REPORT

The Clerk had circulated Cllr Hambly-Staite's report prior to the meeting.

34. FACT CLIMATE EMERGENCY GROUP REPORT

Cllr Cooper had circulated her report and it was suggested that we ask the Feock resident who was the CEO of Iceland for an article for our Connect magazine about the work they are doing to remove plastic from their stores.

35. HIGHWAYS ISSUES

Cllr Kemp said there had been an issue recently for the bus accessing Market Street due to building works and it had to do a 3 point turn.

36. AGE FRIENDLY COMMUNITIES

This item was deferred to the next meeting.

In accordance with S100(A) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business as it is likely to involve the disclosure of exempt information as specified in the paragraphs of the Act.

There being no further business the meeting closed at 9.30pm.