

## MEETING NO.1147

### Minutes of the FEOCK PARISH COUNCIL MEETING held on Monday 5<sup>th</sup> September 2016 at the Parish Council Office, Devoran at 7.15pm

WARDS	CARNON DOWNS	DEVORAN	FEOCK
	R Richards	B Thomas	K Hambly-Staite
	C Kemp	S Parker	R Andrew
	M Kemp	P Lightfoot	C Johnson
	I MacDonald	V Gordon	C Blake

In attendance: Debra Roberts, Parish Clerk & Responsible Finance Officer  
Sam Edwards, Parish Council Apprentice (in part)

CHAIRMAN: Councillor Richards

#### 1. INTRODUCTION

The Chair welcomed everyone to the meeting. The Chair introduced Sam Edwards our new apprentice to the meeting and welcomed him to the Council.

#### 2. APOLOGIES

Apologies had been received from Cllrs Shefford and Allen.

#### 3. APPROVAL OF MINUTES OF THE MEETING HELD ON 4<sup>TH</sup> JUNE 2016

It was noted that Cllr Lightfoot attended the last meeting but was shown as giving apologies. The Chairman requested that the minutes were amended to include the reason why Councillor Shefford abstained from the vote regarding the Feock Reading Room (Cllr Shefford was not in agreement with selling the property). The Clerk would amend the minutes.

**RESOLUTION: CLLR ANDREW PROPOSED THAT THE MINUTES OF THE MEETING HELD ON 4<sup>TH</sup> JUNE 2016 AS CIRCULATED BY THE CLERK BE CONFIRMED AS A TRUE RECORD, AND SIGNED BY THE CHAIRMAN. THIS WAS SECONDED BY CLLR M KEMP AND WAS CARRIED 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 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 Andrew also declared an interest in Item 17 – Community Emergency Plans Update.

#### 5. PUBLIC PARTICIPATION

There were no public present.

#### 6. CLERKS UPDATE ON MATTERS ARISING FROM PREVIOUS MINUTES

The Clerk gave her update below.

#### **New standing orders and financial regulations**

The newly adopted standing orders and financial regulations have now been uploaded to the website under the Policy documents section.

#### **Apprentice position**

Sam Edwards has started with the Council today for a 12 month period.

#### **7. MATTERS FOR REPORT**

There were no matters for report.

#### **8. CURRENT REPORTS**

##### **Cornwall Council**

Cllr Chamberlain had given his apologies.

##### **Devon & Cornwall Police**

The Clerk advised there was no longer a regular Police report as PCSO Tom Care had been moved to a new role and not replaced. She had contacted the new Policing team and they had left her a message to say they would call in to the office to see her and discuss issues in the parish. The Clerk reported that the theft of the two goal nets from Retallack Park had been reported to the Police and been allocated crime numbers but the Police had contacted her and advised that they unfortunately did not have enough manpower to investigate the thefts, especially as there was no information, CCTV etc to go on.

#### **9. FINANCIAL SUMMARY & ACCOUNTS FOR PAYMENT**

The Clerk gave her financial report which is attached at Appendix 2.

#### **10. LOCAL WARD REPORTS**

##### **Feock – Cllr Blake**

The Clerk has sent notices out to various people in Feock where the hedges need cutting as they are narrowing the road and are homeowners responsibilities, some of these have now been cut back. There was a problem with holiday lets putting out recycling up to 10 days before the collection. Cllr Blake would provide the addresses and the Clerk would speak to Cory regarding what could be done about this. The footpath just past the Church Hall down to the foreshore is still close for work to the steps. The Clerk would chase this up to find out when the work would be completed. The King Harry Ferry company have refurbished the fingerpost on the King Harry Ferry Road. Cllr Johnson asked if they would refurbish the fingerpost by the Mount George Road. The Chairman asked the Clerk to write to Tim Light of the King Harry Ferry to thank them for refurbishing the sign.

The defibrillator has now been installed on the outside wall of the Reception building at Ferris Garage.

##### **Devoran – Cllr Lightfoot**

The Chairman thanked all the volunteers from the community for their help with the footpath running up the side of the old A39. Cllr Gordon commented that she thought there might be some pollution of Devoran Creek. The Clerk said she would report it to the Environment Agency if Cllr Gordon let her have the details. The Clerk commented that the Environment Agency had been in touch regarding the death of the dog on the Carnon Valley and had provided a statement regarding what intended to do which would be included in our Parish news update as they had asked us to publicise this for them.

### **Carnon Downs – Cllr MacDonald**

Cllr MacDonald and Cllr M Kemp had met with Cormac/Cornwall Council to look at the various highways issues in Carnon Downs. This included Old Carnon Hill, Forth Coth, Bissoe Road and Quenchwell Road.

Old Carnon Hill – problem with there being no footway and difficult pedestrian access between Mount Agar Road to the shop, an alternative safer route was available to the shop but this was slightly longer. Unfortunately Cormac have advised that there was nothing that could be done due to the insufficient width of the road and without having to use privately owned verges.

Forth Coth – parking issues with parking on the pavement. There is already one layby where the pavement is cut away to provide a parking bay and it was suggested that the layby could be extended to take in some of the pavement outside of the Dentist and this would then give more parking and there would be no room to park on what was left of the pavement. A price is being supplied for this work. This would also mean that the problem would not be transferred to the other side of the road.

Bissoe Road, Forth Coth, Tregye Road and Quenchwell Road junction – very difficult for people to cross Bissoe Road due to visibility problems at this 5 way junction. Suggestion to put in double yellow lines on the corner of Bissoe Road to stop parking and possibly install an island and build out the pavement which it was felt was feasible. Costs to be provided.

Bissoe Road – looking at extending the footpath from the new pathway at Taylor Wimpey development down to near the Doctors Surgery to give better access to the Surgery. Costs to be provided.

Quenchwell Road – considering double yellow lines on the first part of Quenchwell Road to restrict parking.

Cormac will now provide their report and feasibility study which will include the costs for all the work.

The Chairman advised that the phonebox on Forth Coth had now been refurbished and the defibrillator had arrived and we were just waiting on the delivery of the cabinet which was being fully funded by the Lions Club.

Devoran Pre-School was working with Taylor Wimpey to bury a time capsule on the Pengelly Meadows site. The Site Manager of Taylor Wimpey had won an award for the management of the Pengelly Meadows site. The orchard has been turfed and Taylor Wimpey will be replacing the apple trees that were rotten and had to be taken down.

The Clerk would add the new play equipment for the existing play park and Trevince new recreation area item to the September Access and Amenities agenda so that discussions could start regarding the equipment to be installed. It was suggested that we consider re-applying for Bags of Help funding from Tesco and also Awards for All to supplement the budget for these areas.

### **11. NEIGHBOURHOOD PLAN**

The Chairman commented that Cornwall Council have now given us a figure of 108 new dwellings to be built between now and 2030 (the term of the plan) in the Parish. The Clerk and the Chairman are working on the consultation and conformity statements. The Taylor Wimpey development does not

count towards the 108 dwellings. The Local Plan and Neighbourhood Plan would be reviewed regularly and the Local Plan figures could increase in the future which may have a knock on effect to the Parish. It was hoped to have the documents ready to submit for the inspection stage by the end of September and that the referendum would be held before Christmas.

## **12. PLANNING COMMITTEE REPORT**

The Chairman advised that the Planning Committee continues to be very busy and the latest meeting had been held this afternoon.

Cllr Shefford has resigned from the Committee due to other commitments. The Chairman advised that the Committee was still quorate without Cllr Shefford but if anyone would like to volunteer they would be more than welcome to join the Committee. There were currently no volunteers so the Planning Committee would continue with a vacancy. Cllr MacDonald said he was happy to fill in when required to ensure the meetings were quorate.

Cllr Parker asked what was happening with the application for 14 dwellings on Quenchwell Road/Forth Coth as the decision date had passed. The Chairman advised that there was still information required by Cornwall Council from the applicant to allow a decision to be made.

Cllr Hambly-Staite asked what the position was with posting yellow planning notices on lamp posts near to sites. The Chairman advised that if it is a householder application that can be decided by a desktop assessment and a site visit would not need to be undertaken by the Planning Officer then no yellow notice would be displayed, however the adjoining neighbours would still be written to to advise them of the application.

The Clerk said that the Assistant Clerk would post links to all applications when they are received on the Facebook page just so that the information was being made available as widely as possible (as well as on our website).

It was noted that residents can also register their postcode on the Cornwall Council Planning website to be automatically notified of applications in their area.

## **13. FINANCE & GENERAL PURPOSES COMMITTEE REPORT**

Cllr M Kemp advised there had not been a meeting since the last Parish Council meeting so there was no report.

## **14. ACCESS & AMENITIES COMMITTEE REPORT**

Cllr Johnson advised that additional quotes were being sought for the internal work to expand the library area (to meet our financial regulations). The Clerk also needed to apply for listed building consent to Cornwall Council for the work. The Clerk would contact Volunteer Cornwall regarding the map of facilities that had been created at a meeting a couple of years ago. Sam (our apprentice) was working on getting the narratives for the footpath project onto the website. We had not been successful in our bid for money for green gym equipment on the Carnon Valley but we could re-apply for £5k at any time of the year as the criteria had now changed.

**RESOLUTION: CLLR JOHNSON PROPOSED THAT WE REAPPLY FOR £5K FROM THE BAGS OF HELP FUNDING TO GO TOWARDS THE PLAY AND RECREATION AREA IN CARNON DOWNS, SECONDED BY CLLR GORDON AND CARRIED UNANIMOUSLY.**

Cllr Johnson commented that we have now had the safety review report back from Cormac regarding installing a virtual pavement on Greenbank Road. They do not recommend the installation

of a virtual pavement. The two issues are the width of the road and if there were two cars trying to pass they would encroach onto the virtual pavement causing a danger for pedestrians. Pedestrians would also be walking with their back to approaching traffic when they were on the bend and it was also difficult to see around the bend when walking on the houses side. Cormacs recommendation is to install a raised pavement on the creek side if there was sufficient demand which their report and traffic survey did not show there was.

Cllr Johnson said she had thought about this and felt that the main issue that this had all come from was the speed of vehicles in the village and perhaps we should concentrate more on reducing speed.

Cllr Gordon asked that any new Share with Care signs were A3 size.

Cllr Johnson had asked the Clerk to write a letter to the residents on Greenbank Road advising them of the situation and inviting them to attend the Access and Amenities Committee where the item will be discussed further. This would be discussed further at the full Council meeting in October and the Clerk would supply the details of the costs of a 20mph zone.

The Clerk advised that BT had requested to remove the glass phonebox at the top of Mount George Road due to lack of use and asked the Parish Council if they wished to take up the option to adopt it.

**RESOLUTION: CLLR RICHARDS PROPOSED THAT WE DID NOT WISH TO ADOPT THE PHONEBOX, SECONDED BY CLLR M KEMP AND THIS WAS CARRIED UNANIMOUSLY BY THE MEETING.**

#### **15. POINT QUAY ASSOCIATION REPORT**

Cllr Gordon said that some of the benches on the edge of the Quay need replacing and asked whose responsibility this was to pay for this, the Clerk would check the lease to see where the responsibility for replacing these lay and advise Cllrs Gordon and Allen.

#### **16. TO AGREE TREE PRESERVATION ORDER STRATEGY FOR THE PARISH**

Cllr Hambly-Staite said this had come from the issues at Pill Creek where trees had been being removed for developments and there was confusion as to which trees/shrubs were actually protected by the existing TPO. A public meeting was held and a temporary updated emergency TPO was put in place for Pill Creek. A meeting had been held with the ex-Tree Officer of Cornwall Council regarding reviewing all TPOs in the whole Parish and putting together a tree management plan. This will give us a blue-print for the future, it will give an up to date map of the Parish and a management plan which could be used to assess planning applications. We may be able to appoint a Tree Warden in the future and Cllr Hambly-Staite felt that this would deliver one of the key environmental policies in our own Neighbourhood Plan. Cornwall AONB may possibly be willing to assist with funding this work (£1000).

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

Cllr M Kemp asked exactly what we would get for our money, would we have a map of the Parish showing where these trees were and those that had TPO's on them as he felt this would be very useful. The Chairman advised that the mapping would be at extra cost if we wished to have this.

Cllr MacDonald felt this was a good project but he was slightly concerned that it may just be a starting point and we may still have to do further work to complete the project.

The general consensus was that this was a very worthwhile project but that the Council was not clear on exactly what they would receive at the end of the project.

**RESOLUTION: CLLR RICHARDS PROPOSED THAT CLLR HAMBLY-STAITE AND CLLR BLAKE ASK THE CONSULTANT WHO HAS QUOTED FOR THE WORK FOR A COST TO PROVIDE A MAP SHOWING THE TREE MANAGEMENT PLAN AND ALSO THAT THE CLERK ENSURES THE PARISH COUNCIL WERE COMPLYING WITH OUR FINANCIAL REGULATIONS BY SEEKING FURTHER COMPARATIVE QUOTES IF OUR FINANCIAL REGULATIONS REQUIRED THIS, SECONDED BY CLLR PARKER, CARRIED UNANIMOUSLY BY THE MEETING.**

The Chairman thanked Cllr Hambly-Staite for the work he had done on this project so far.

#### **17. COMMUNITY EMERGENCY PLANS UPDATE**

Cllr Lightfoot commented that we had held an initial meeting in July with Mark O'Brien from Cornwall Council. We are looking to produce a report for each village (Feock, Carnon Downs, Devoran and Point & Penpol), starting with Feock, the first public meeting will be held on Monday 10<sup>th</sup> October in St Feock Church Hall, it is a community led project but with a Parish Council steer. There is some initial funding to start the project off from Cornwall Council and when the plan is completed some further funding to buy emergency equipment, such as blankets etc. Sam (our apprentice) will assist Cllr Lightfoot with the administration of this.

#### **UNDER THE S100A LOCAL GOVERNMENT ACT 1972 (as amended) MEMBERS OF THE PUBLIC LEFT THE MEETING**

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

Appendix 1

#### **Clerks Financial Report**

Total outgoings/accounts to be paid since the last meeting £15,107.21

Includes:

Groundworks to create new pathway on old A39 (£2890+VAT)

Grid system for pathway (£1750+VAT)

Total income since last meeting in July £3,439.27

Includes Gas, electricity and water usage from Pre-school (£1342.61)

Current account bank balance and reconciliation - £78,218.21 as at 05/09/16

True balance - £73,052.54 (£4915 and DQPS not paid in £250 Your Choice)

Cambridge Easy Access Saver (Reserve a/c) £72,451.32

(includes £50K bond)

#### **Profit & Loss report to date**

Shows to date for the year 2016/17 for general/working account:-

Income	£73,168	£73,168
Expenditure	£179,707 (includes PWL)	£46,951 (without PWL)
Balance	-£106,539	+£26,217 (without PWL)

(PWLB partial repayment of loan = £132,756)

There was no news on our audit as yet and the second instalment of the precept was due in October (£48,500)

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