

**Minutes of Amenities and Access Committee No. 1084 the held on Thursday 13th November 2014 at
The Parish Council Office at 7.00pm**

Members present:

WARDS	CARNON DOWNS	DEVORAN	FEOCK
	B Richards	B Shankland	L West
	P Allen	V Gordon	R Andrew
			C Johnson

In attendance: Amy Nettley, Project Officer, Our Place

CHAIRMAN: Councillor C Johnson

1. Introduction

The Chairman welcomed everyone to the meeting.

2. Apologies

No apologies received.

3. Declarations of interest

Cllr Andrew made the following declaration of interest 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".

4. Public participation

There were no members of the public present at the meeting

5. Footpath Roundwalks

Cllr P Allen presented draft copies of six routes starting in Carnon Downs. In the pipeline are three further walks towards Feock and Penpol. Cllr P Allen suggested that in the future these walks could go on the council website. Cllr B Richards suggested that each walk could be colour coded for differentiation.

ACTION: ALL COUNCILLORS ASKED TO TAKE A COPY OF THE ROUND WALKS AND TO RETURN COMMENTS AT THE FOLLOWING MEETING.

6. Parish Risk Assessments

Cllr P Allen reminded councillors that some parish risk assessments were outstanding. There should be a six-month review of well-used sites (e.g. playing fields) with little used plots reviewed annually. Each councillor is allocated an area (appended to the minutes).

The Parish Clerk to administer the allocation and sign-off of sites, so that everyone who has responsibility signs off on risk assessments.

Each responsible person for each site is expected to:

1. Review the actions required
2. Sign off their completion
3. Identify new actions required

Cllr P Allen has produced draft risk assessment forms which can be used in the future to standardise risk assessments.

ACTION: COUNCILLORS TO REVIEW SITES UNDER THEIR RESPONSIBILITY AND SIGN OFF RISK ASSESSMENTS IN ADVANCE OF THE NEXT MEETING.

ACTION: DEBRA TO REMIND WHO IS RESPONSIBLE FOR WHAT BEFORE NEXT FULL COUNCIL MEETING. SIGNING OFF SHOULD BE PHYSICAL SIGNING OFF, AND GIVE DEADLINE FOR WHEN THESE NEEDS TO BE COMPLETED.

[Arrives: Cllr V Gordon 19:16]

7. Update on Lengthsman Scheme

Cllr P Allen and the Parish Clerk met with Cormac, Ben Dickinson and Viv Bidgood to discuss the possible devolution of responsibility to conduct parish Lengthsman work. On the whole, Cormac are likely to reduce their schedule of work in the parish twice yearly. There is no formal schedule of work, rather an inspection of work that needs to be completed, which is not something that parish could take responsibility for. They were reluctant to identify work that might come out that we could do, due to the majority of it being delivered mechanically. We discussed working in the highway (drain cleaning and other works on the verge) reluctance to suggest FPC could do works adjacent to highspeed roads.

Feock Parish Council are able to undertake improvement works under their own initiative. Cormac can provide a schedule of known 'hotspots', and will meet with us two-monthly basis to liaise with them and to provide them with issues and to ensure we are not duplicating effort. Our value added would be that we could help them prioritise.

There is a follow-on meeting on 15th January 2015 and Kea Parish will be invited to attend.

Verge along Greenbank road to be cleared to full width this would help promote the virtual footpath.

Proposed Improvements to both Carnon Downs and Carnon Gate roundabouts are still under discussion as sponsorship is not secured. Following discussion it was proposed that this item should be put on to the full council agenda.

ACTION: PARISH CLERK TO TAKE LANDSCAPING OF THE ROUNDABOUTS TO FULL COUNCIL MEETING.

ACTION: CLLRS L WEST AND V GORDON TO FIND OUT PRICING FOR ROUNDABOUT LANDSCAPING.

[Cllr P Allen leaves 19:45]

8. Environment Agency Land at Bissoe Valley

No updates. Cllr P Allen to continue conversations.

9. Grouping of activity for the committee

It was decided that councillors on the A&A committee could be subdivided to have responsibility for certain areas. Cllrs B Shankland and V Gordon to do Inclusion and recreation grounds; Cllrs B Richards and R Andrews to do properties and assets; Cllrs C Johnson and L West to do amenities and facilities.

10. Our Place, Inclusion

Project Officer Amy Nettley updated councillors on the Our Place project. Cllr B Shankland raised the issue of prioritising access for the community groups in need of a scheme.

RESOLUTION: CLLR R ANDREW PROPOSED A COMMUNITY TRANSPORT PILOT SCHEME, THIS WAS SECONDED BY CLLR B RICHARDS AND CARRIED BY THE REST OF THE COMMITTEE.

11. Proposed removal of phone box from Market Street, Devoran

Councillors discussed reports of usage of the phone box over the previous months. Cllrs to enquire about the uses of Feock and Point & Penpol phone boxes.

ACTION: THE PARISH CLERK TO CARRY OUT FURTHER INVESTIGATION INTO COSTS OF DEFIBRILLATOR AND REPORT BACK AT FOLLOWING MEETING.

RESOLUTION: CLLR B RICHARDS PROPOSES ADOPT THE PHONE BOX, SECONDED BY CLLR GORDON AND MOTION CARRIED BY COMMITTEE.

12. Cory funding for Devoran park access improvements

Cory funding is for access only. Cllr Gordon proposes looking for funding to get play equipment or thinking outside of the box. Concerns about doing access and park infrastructure (equipment) at separate times.

ACTION: CLLRS B SHANKLAND AND V GORDON TO TAKE ANOTHER LOOK AT THE RESULTS OF M WESTLEY'S CONSULTATION AND WHAT IS FEASIBLE. ALSO TO ENQUIRE AS TO OTHER SOURCES OF FUNDING, INCLUDING ROYAL BRITISH LEGION, AS IT IS A MEMORIAL PARK.

13. AOB

Additional items to be included in the budget, checked by finance committee

There being no further business the meeting closed at 8.40pm.

DATE OF NEXT MEETING: TBC

Appendix – Item 1

Annual Property Checklist – as at 03/03/14

Asset	Responsible Councillor
<i>Freehold property:</i>	
Market Hall, Devoran	Ben Shankland / Parish Staff
Feock Reading Room	Colin Blake
Point Quay and Orchard	Vanessa Gordon
Carnon Yard	Vanessa Gordon
Penpol Car Park	Vanessa Gordon
Feock Playing Field	Colin Blake
Telephone Kiosk, Point Green	Vanessa Gordon
Telephone Kiosk, Feock Churchtown	Colin Blake
Bike Rack, Greenbank Road, Devoran	Dominic Kiernander
<i>Bus Shelters at:</i>	
Carnon Downs Village Hall	Mike Kemp
Carnon Downs, Forth Coth	Mike Kemp
Harcourt Lane, Feock	Caroline Johnson
Penelewey	Lis West
Carnon Gate, Devoran	Dominic Kiernander
Four Turnings, Feock	Lis West
Porthgwidden, Feock	Caroline Johnson
<i>Property held under the Commons Registration Act 1965:</i>	
Penpol Pond	Vanessa Gordon
Land at Restronguet Point	Caroline Johnson
Carnon Mine	Claire Carter
Chycoose Beach	Vanessa Gordon
Land at Market Street, Devoran	Ben Shankland
Point Green	Vanessa Gordon
<i>Assets held under the “gifts and bequests” heading:</i>	
Tumulus, Park an Creeg, Carnon Downs	Cathy Kemp
Carnon Downs Playing Field	Cathy Kemp
<i>Assets held under the heading “Legal owner as Trustees”</i>	
Carnon Downs Village Hall	Mike Kemp
Devoran Park	Ben Shankland