**MEETING NO. …………..**

**Minutes of the FEOCK PARISH COUNCIL MEETING held on Tuesday 11th September 2018 at the Parish Council Office, Devoran at 7pm**

Present: WARDS CARNON DOWNS DEVORAN FEOCK

 C Kemp S Parker H Freeman

 P Allen C Johnson K Hambly-Staite

 R Brickell M Bearcroft R Andrew (in part)

In attendance: Cornwall Councillor Martyn Alvey

 Debra Roberts, Parish Clerk & Responsible Finance Officer

CHAIRMAN: Councillor Johnson

**1. INTRODUCTION BY CHAIRMAN**

The Chairman welcomed everyone to the meeting.

**2. APOLOGIES**

Apologies had been received from Cllrs Blake, Thomas, Morgan-Lundie and Lightfoot.

**3. MINUTES OF PREVIOUS MEETING HELD ON 2ND JULY 2018**

**RESOLUTION: CLLR ALLEN PROPOSED THAT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2ND JULY 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 KEMP 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”

**5. PUBLIC PARTICIPATION**

One member of the public was present, Mike Bearcroft.

**6.** **CO-OPTION TO CASUAL VACANCIES – DEVORAN**

Mike Bearcroft was interested in becoming a Parish Councillor for Devoran ward and gave an overview of his background, Mike had previously been a Parish Councillor in Herefordshire, was retired and was currently involved with two local charities.

**RESOLUTION: CLLR HAMBLY-STAITE PROPOSED MIKE BEARCROFT BE CO-OPTED TO THE DEVORAN WARD VACANCY, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.**

Mike Bearcroft and the Clerk signed the Member Acceptance of Office form and he joined the Council at the table. The Chairman welcomed Cllr Bearcroft to the Council.

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

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

**Loe Beach Anti-social behaviour**

Richard has spoken to the owner of Loe Beach who was keen to see double yellow lines at the top of the hill as it did get very congested during the Summer making access to the beach difficult. A meeting had been offered with Councillors if concerns persisted over anti-social behaviour. The access issue was on the Access & Amenities agenda for discussion later this month. The car park was being closed off in the evenings by the owners to try to stop the anti-social behaviour in the evenings.

**Community Network Panel**

The next meeting was on Tuesday 25th September at 7pm in New County Hall, the main item for discussion was the Highways funding applications.

**Defibrillator for Point**

We have been successful in being awarded a part-funded defibrillator from the British Heart Foundation (cost £600), a location needs to be agreed before we can order cabinet as this needs registering with the Ambulance Service via the Ronnie Richards charity who are providing the cabinet.

**S106 Education money**

The method of communicating to schools that S106 money is available will be on the agenda of a future Community Network Panel meeting, likely to be November.

**Retallack Park**

The cost for picking up the grass cuttings after each cut would be in the region of £100 due to additional trucks to take away the cuttings and disposal costs.

**Loe Beach signage**

Our contractor had been asked to cut back the hedges around the signs to ensure they were clearly visible. The signage issue had also been raised with Highways and they confirmed that Loe Beach was sufficiently sign posted.

**Dog waste bins**

The issue of additional dog waste bins was on the Access & Amenities agenda for discussion, the Clerk had arranged for 2 new larger dual purpose bins to be installed, one at Jubilee Wood, Carnon Downs and one at Retallack Park, Feock. The bin at Jubilee Wood had replaced a dog waste bin that we had purchased so this was now available to be located elsewhere in the parish.

**Postbox in Devoran**

The post box was open again now after being damaged by a lorry.

**Legal advice regarding covenant and footpath dedication**

Jonathan Healey at Bray Dilks is dealing with this for the Council. A meeting to discuss the method for dedicating the footpath was being arranged.

**Devoran park**

The new slide (recycled from Carnon Downs) had been installed on the tower system and a play shop/den area for smaller children had been created under one of the towers. There was some graffiti in the den which our contractor had been asked to remove.

**Carnon Downs park**

The new equipment was now open and had been very well received and proved popular during the Summer.

**Library Alarm**

An additional alarm system had now been installed in the library to enable volunteers to open and close the library outside of office hours so that this space could be used for a book club whilst maintaining the security of the Parish Council office. The design for the exterior wall sign has now been agreed with Cornwall Council and Cllr Alvey would find out progress with ordering this.

**Devoran Village Hall conversion of loan to a grant**

The Committee have been written to confirming the decision to convert the loan to a grant.

**8. MATTERS FOR REPORT**

**National Trust, Trelissick**

Cllr Hambly-Staite had convened a meeting with representatives of the National Trust, the discussion was around concerns that we might share about the environment of Trelissick and ways in which the National Trust may be able to help the local community in relation to leisure activities. They were also concerned as the Parish Council were about speed of vehicles along the road to Trelissick down to the King Harry Ferry. They would like to work closely with the Parish Council and two meetings are proposed for October (date to be agreed) and Thursday 29th November. Cllr Hambly-Staite suggested that members of the Access & Amenities Committee are invited to attend. Cllr Bearcroft would also attend as a number of Access & Amenities members were unable too due to the meeting being during the working day.

Cllr Andrew felt a big danger was to pedestrians walking up from the ferry to Trelissick as they walk on both sides of the road with children and pets and if a path could be made on National Trust land that would be much safer for pedestrians.

**Carnon Downs Park**

Cllr Kemp said there had been a very successful opening event for the new play equipment at Park an Gwarry playing field and very positive feedback about the new equipment. Cllr Kemp thanked the Clerk for getting the new equipment installed in time for the Summer Holidays as this had been really appreciated by local residents.

**Police Liaison Meeting**

Cllr Brickell had attended this meeting at Perranporth. There had been a presentation regarding the amalgamation of Police forces. They were keen to get Neighbourhood Watch schemes back up and running and have a co-ordinator who can help people set up new schemes. It was suggested to invite the Neighbourhood Watch representative come along to the office at a Council meeting and invite residents to come along to listen to try to get the schemes going again.

**RESOLUTION: THE CHAIR PROPOSED THAT NEIGHBOURHOOD WATCH CO-ORDINATOR BE INVITED TO COME TO SPEAK TO THE PARISH COUNCIL AND INVITE MEMBERS OF THE PUBLIC TO ALSO COME ALONG TO TRY TO RE-LAUNCH THE SCHEME IN THE AREA, SECONDED BY CLLR FREEMAN AND CARRIED UNANIMOUSLY.**

Cllr Hambly-Staite said he was concerned about the reduction in funding for Police on the beat due to re-organisation costs. He felt that we should be raising this with Sarah Newton MP. Cllr Alvey said that this had been the subject of a lengthy discussion today at full Council at Cornwall Council. It was felt that we would not wish to see less community policing as a result of a merger.

**RESOLUTION: CLLR ALLEN PROPOSED THAT A LETTER OUTLINING OUR CONCERNS ABOUT A POTENTIAL REDUCTION IN LOCAL POLICING DUE TO COST OF MERGER BE SENT TO THE POLICE & CRIME COMMISSONER AND CHIEF CONSTABLE, SECONDED BY CLLR BRICKELL CARRIED UNANIMOUSLY.**

**9. CURRENT REPORTS**

**Cornwall Council – Cllr Martyn Alvey**

Cornwall Council had today been discussing the new boundary commission divisions. With regards to our division the new division remains similar to that which was previously mentioned, whole of Feock parish, whole of Kea parish and now also the Copperfields (Tolgarrick) development which is part of Truro city parish instead of the Higher Newham Farm development – the name is proposed to be “Feock and Kea division”.

The Community Governance Review is about to start which is a review of the Town and Parish Councils organisation, this will be done by the Electoral Review panel which consists of 10 members of Cornwall Council.

Cllr Alvey had challenged Cllr Paynter, the Leader of Cornwall Council in Members questions to the Cabinet, about a recent statement he made to the media with relation to a planning application decision in Crantock where he stated that Neighbourhood Plans were just for guidance and Cllr Alvey had asked him to clarify this as they were legal planning documents and he would be responding to Cllr Alvey in due course.

Cllr Alvey said that we currently had 4 planning appeals in Feock currently ongoing including the Valley Lane development which would be a hearing held at one of the local halls. The Brambles had been called in to Planning Committee, likely to be on 1st October.

Cllr Alvey had attended Planning training recently with Paul Renowden where education provision was covered and he confirmed that he had met with Devoran School last week. Cllr Alvey had raised the issue of notification to schools and Parish Councils of S106 money availability.

Cllr Alvey still had some Community Chest money available and there were two local groups interested in applying.

Cllr Brickell thanked Cllr Alvey for his article in the Carnon Downs magazine as residents had found this most interesting.

**Devon & Cornwall Police**

The Clerk gave the following crime report.

**May – 11 crimes in total**

Feock x 4, Carnon Downs x 7 and none in Devoran

**June – 9 crimes in total**

Carnon Downs x 2, Devoran x 2 and Feock x 5

**July – 16 crimes in total**

Carnon Downs x 4, Devoran x 1 and Feock x 11

The Clerk said that a resident has phoned the office to report an issue where elderly people had been having their door bells rung late at night and this was frightening them. This was somewhere that a Neighbourhood Watch scheme may be able to help. The Clerk had reported his to the Police.

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

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

**PAYMENTS FOR APPROVAL SINCE LAST MEETING IN JULY £40,107.08** (ex VAT)

Including

Social Prescribing Funding to Kernow Health £5,000.00

Stage & Final payment re Park An Gwarry play equipment £13,983.50

Alterations to the Tower system in Devoran Recreation Ground £1,091.00

Market Hall & Council Insurance premium for 18/19 £3,047.78

Mileage payments to Volunteer drivers £806.85

Footpath maintenance for August & September £1,432.00

**INCOME RECEIVED/INVOICED SINCE LAST MEETING: £70,441.32**

Including:

Cornwall Council 2nd instalment of the precept £53,040.00

Cornwall Council 2nd Localised Tax Support Grant £788.00

Local Transport Scheme Donations £796.50

Cornwall Council remainder of S106 re Carnon Downs Park £13,983.50

**RESOLUTION: CLLR ALLEN PROPOSED THAT THE ACCOUNTS FOR PAYMENT LIST AS CIRCULATED BE AGREED AND AUTHORISED BY THE CHAIRMAN, SECONDED BY CLLR ANDREW AND CARRIED UNANIMOUSLY.**

Cllr Parker queried why the gas bill for July was so high, the Clerk said she would check and respond after the meeting.

**11. LOCAL WARD REPORTS**

**Feock**

Cllr Hambly-Staite said the Feock Village Show had been very well attended with over 300 entries and a very nice atmosphere and was a great success.

**Devoran**

Cllr Kemp said there were still issues with speeding on Greenbank Road, even though the speed bumps had been put in, a lady had complained that she had almost been hit when crossing the road with her child by a speeding motorist.

**Carnon Downs**

The Carnon Downs Autumn Show had been held recently and had been well attended and raised some funds towards the Christmas Lights for the village. Cllr Lightfoot had kindly judged the cookery section.

The Chairman apologised for not being able to attend either village show but she had been unwell.

**12. ACCESS & AMENITIES COMMITTEE REPORT**

Cllr Allen gave the following update.

**Update on dedication of land for footpath off Point Road, Carnon Downs**

The Clerk and Cllr Allen had met with the owner of the land where we wished to put a footpath connecting the two bridges near to the new development off Point Road. We had also met with the developer onsite with regards to connections to the development. The Clerk had instructed Bray Dilks to go ahead with the work to dedicate this and hoped to meet with them to go through the route and background. It had been highlighted to the developers that the surface of the footpath being used for vehicular access to the site needed to be reinstated when the development was completed.

**Retallack Playing Field**

Bray Dilks had been instructed to provide legal advice on the covenant on the playing field and we were awaiting their advice.

**Weed Control**

The Clerk had been seeking weed control quotations from local companies and was awaiting prices. Some contractors currently had concerns regarding the use of Glyphosate and the recent legal case in the USA and had not yet provided quotations. The Clerk would continue to seek quotations for various methods of weed control including environmentally friendly methods.

**Council to consider match funding for the Cornwall Council Seed fund for trees and planting along the old A39 footway**

Cllr Allen gave an overview of the proposed planting scheme for the verge beside the footway, this comprised of 6 flowering cherry trees and 4 wild flower beds. The Clerk has applied to Highways for permission to plant on the verge and was awaiting their response. Cllr Allen asked the Parish Council to consider providing £450 of match funding to release the £450 Seed funding. This would go some way to improving the entrance to Devoran, Cllr Allen also felt that we should be cutting the verges on the way into Devoran to improve the entranceway further.

**RESOLUTION: CLLR ALLEN PROPOSED WE ALLOCATED £450 IN THE BUDGET FOR THE SEED FUNDING ON THE BASIS THAT THE HIGHWAYS LICENSE TO PLANT ON THE VERGE IS AGREED, SECONDED BY CLLR JOHNSON, CARRIED UNANIMOUSLY.**

**13. WELLBEING PROJECT UPDATE**

This item was brought forward on the agenda as Cllr Hambly-Staite had to leave the meeting early. Cllr Hambly-Staite said that the Community Navigator position would be advertised shortly. A meeting would be set up with Carnon Downs Surgery with Cllr Hambly-Staite and the Clerk to look at how the Navigator role would link in with them. Cllr Hambly-Staite left the meeting at 8.30pm.

**14. FEOCK CONNECT NEWSLETTER UPDATE**

A small sub-committee had met to look at the content of the Connect newsletter. The Clerk had circulated the draft copy for comments. Cllr Allen felt that we should wait for the Navigator to be in post before we issue the first edition as it was a new service that we really needed to promote. It was agreed that it was important to get the first issue of the newsletter out soon and the Clerk would work out a timetable and circulate this, waiting for the Navigator to be appointed would delay the first issue and this new initiative could be the headline for the second issue.

Cllr Andrew left the meeting at 8.55pm.

**15. LOCAL TRANSPORT SCHEME UPDATE**

The Clerk advised that we had lost one driver due to her moving out of the area but had gained a new driver from Frogpool who was now trained and DBS checked. We also had 3 other volunteers waiting to go on the training course and to be DBS checked. Since the last Parish Council meeting in July volunteers had carried out 162 trips and since the start of the scheme 1,699 trips had been carried out. The scheme currently had a surplus of donations over mileage payments of £387.93 which went into the Health & Wellbeing fund.

**16. FAST PROJECT**

The Clerk advised that this project was to held reduce speed and make the highways safer in the parish, potentially through speed awareness projects and the local Community Speedwatch scheme. This project needed a new Councillor to volunteer to lead it as the two previous Councillors who had led it had now unfortunately left the council. The Community Speedwatch scheme had a number of community volunteers however they were becoming disillusioned due to the time being taken to approve new sites for Speedwatch to be carried out. The Clerk had chased this but this really needed to be taken forward and managed by a Councillor.

**17. PLANNING COMMITTEE REPORT**

Cllr Allen said that a very good meeting had been held with Jim Wood, the AONB Officer with regards to planning in the AONB. A meeting was being arranged with the Affordable Housing Officer in October and all members of the Council would be invited to the meeting.

**PA18/04964 – 5 day protocol – The land off Quenchwell Road, Carnon Downs detailed application for circa 14 dwellings**

Cllr Allen ran through the background to this application as a decision as to whether to call this application in to the Planning Committee was needed. Outline permission had been granted for a mixed development of commercial and circa 14 dwellings in January 2017. A detailed application had now been submitted, the detailed application did not show any commercial units and a different layout for the site to that submitted under the outline application. Following our consultee comment regarding the layout and omission of the commercial units the applicant had provided an indicative plan showing how the commercial units could fit in in the future around the new layout.

The Council now had to decide how they wished to proceed with regards to the 5 day protocol as the Planning Officer wished to recommend the application for approval, the options were: agree with the Planning Officers decision to recommend approval, agree to disagree with the recommendation or maintain our objection and request the application is taken to Cornwall Council Planning Committee for a decision. The Council felt the design and layout was too distant from the outline permission that had been approved and were disappointed that the commercial element which gave a benefit to the village had now been removed, they were also disappointed that the affordable housing had been lumped together at the bottom of the site rather than being included in the whole scheme and mixed with the open market housing.

**RESOLUTION: CLLR ALLEN PROPOSED THAT WE MAINTIAIN OUR OBJECTION AND REQUEST THAT CLLR ALVEY REQUEST THAT THE APPLICATION BE CALLED IN TO CORNWALL COUNCIL PLANNING COMMITTEE FOR A DECISION, SECONDED BY CLLR BRICKELL, CARRIED UNANIMOUSLY.**

**18. COMMUNITY INFRASTRUCTURE LEVY (CIL) AND SECTION 106 MONEY UPDATE**

Cornwall Council are seeking views on how this levy should be spent via a public consultation. Cllr Allen gave an overview of CIL. 15% of CIL money goes to the Parish or Town Councils where there is qualifying development in the parish, Feock will get 25% because we have a Neighbourhood Development Plan. The rest of the money goes to Cornwall Council.

The Council discussed the questions of the consultation and agreed their response which the Clerk would submit.

**RESOLUTION: CLLR ALLEN PROPOSED THAT THE STANDING ORDERS BE SUSPENDED AS THE 3 HOUR TIME LIMIT FOR THE MEETING HAD BEEN HIT, THE CHAIRMAN SECONDED, CARRIED UNANIMOUSLY.**

**19. PENGELLY MEADOWS RECREATION AREA LAND TRANSFER**

Due to time constraints it was agreed for this item to be deferred to the next meeting but in the meantime the Clerk would circulate further details of the covenant questions to all Councillors.

**20. POINT QUAY ASSOCIATION REPORT**

There was no report to be given.

**21. REQUESTS FOR GRANTS**

The Clerk advised that Devoran Church has asked if funding could be awarded to them to arrange for the restoration of the war memorial in the churchyard in time for Remembrance Day. Quotations had been received of £480. This had not been budgeted for however there were some spare funds available from the Your Choice grant budget.

**RESOLUTION: THE CHAIRMAN PROPOSED THAT DEVORAN CHURCH BE AWARDED £480 FOR THE RESTORATION OF THE WAR MEMORIAL, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.**

Feock Communication Team had requested that £85 funding for refurbishment of the village noticeboard on the Clock Tower.

**RESOLUTION: CLLR ALLEN PROPOSED THAT £85 BE AWARDED FOR THE REFURBISHMENT OF THE VILLAGE NOTICEBOARD, SECONDED BY CLLR FREEMAN AND CARRIED UNANIMOUSLY.**

There being no further business the meeting closed at 10.15pm