

**LANDEWEDNACK PARISH COUNCIL**

**Minutes of the Landewednack Parish Council Meeting on Thursday 8<sup>th</sup> February 2018 at 7.30 pm at the READING ROOM, THE LIZARD**

**Present:** Cllr V Parker (Chairman), R Wheeler (Vice Chairman), S Wheeler, S Parker, D Issitt, M Baxter, D Burgess, B Kessell and Cllr M Legge (from 17/288 below)

**In Attendance:** D Shepherd (Clerk), Cllr Rule, PCSO Kevin Youngman and 23 members of the public

**17/18 284      To receive and accept apologies**

Apologies were received and accepted from Cllr Donovan

**17/18 285      To receive Declarations of Interest:** To receive declarations of personal interest and disclosable pecuniary interest in respect of items of this agenda

There were no Declarations of Interest

**17/18 286      Public Participation:** To receive public comment on items on the agenda. A maximum of ten minutes is allowed for this item

One member of the public spoke against PA17/12015 and an agent for the applicant spoke in favour. One member of the public spoke about the street lights on Penmenner Road which were not working. Cllr Kessell said that she had reported this. One member of the public reported the poor state of the road at Cross Common. The agent for PA17/03473 spoke in favour of the revised plans

**17/18 287      Co-option of Parish Councillor:** The Clerk to report

The Clerk reported that there had been two applications which she read out and circulated to Councillors.

A vote was taken and Mr M Legge was co-opted to the Council. Mr Legge signed the Declaration of Office and joined the meeting. Mr Legge abstained from all the votes taken at the meeting which he did not yet have direct knowledge of.

**17/18 288      PCSO Kevin Youngman:** To receive a report on crime in the parish

PCSO Kevin Youngman reported on crime in the village and offered to respond to questions from Cllrs or the public

**17/18 289      Cllr Rule (CC):** To receive a report from Councillor Rule

Cllr Rule reported on the Police and Crime Panel, Cornwall Council budget cuts and the recommended 4.9% increase in the Council Tax 2018/19 and the Boundary Commission submissions

**17/18 290      Landewednack Parish Council Minutes January 11<sup>th</sup> 2018:** To approve and sign the minutes as a correct record

It was **resolved** to approve and sign the minutes as a correct record (Proposed Cllr V Parker)

**17/18 291      Membership of Committees:** To consider vacancies on the Finance and Asset Management Committees

Cllr V Parker resigned from the Asset Management Committee.

Signed.....Date:.....

It was **resolved** that Cllr Legge would join the Asset Management Committee (Proposed Cllr V Parker)

It was **resolved** to hold the vacancy on the Finance Committee (Proposed Cllr V Parker)

**17/18 292**     **Asset Management Committee Minutes October 18<sup>th</sup> 2017:** To receive the minutes of the Asset Management Committee

It was **resolved** to receive the minutes of the Asset Management Committee 18<sup>th</sup> October 2017 (Proposed Cllr V Parker)

**17/18 293**     **Human Resources Committee Minutes November 2<sup>nd</sup> 2017:** To receive the minutes of the Human Resources Committee

It was **resolved** to receive the minutes of the Human Resources Committee November 2<sup>nd</sup> 2017 (Proposed Cllr V Parker)

**17/18 294**     **Finance Committee Minutes November 1<sup>st</sup> 2017:** To receive the minutes of the Finance Committee

It was **resolved** to receive the minutes of the Finance Committee November 1<sup>st</sup> 2017 (Proposed Cllr V Parker)

**17/18 295**     **Liaison Committee Minutes December 7<sup>th</sup> 2017:** To receive the minutes of the Liaison Committee

It was **resolved** to receive the minutes of the Liaison Committee December 7<sup>th</sup> 2017 (Proposed Cllr V Parker)

**17/18 296**     **Traffic Management Task and Finish Group:** To receive a report from the Task and Finish Group

Cllr Issitt reported on the meetings held on the 17<sup>th</sup> January and 23<sup>rd</sup> January the notes of which had been circulated to Cllrs and are on the Council website

It was **resolved** to receive the notes of the meetings and accept the recommendations (Proposed Cllr Issitt)

**17/18 297**     **Cornwall Council – Planning Applications:** Cornwall County Council has asked for comments from the Parish Council on the following planning applications. Planning Committee to report

Reference:     PA17/12015  
Proposal:     Erection of dwelling  
Location:     Land adjacent to Kynance Bay House, Penmenner Road  
Applicants:     Mrs J Fordee and Mr D Macbride

It was **resolved** to object to this application on the grounds of incorrect access (Proposed Cllr R Wheeler)

Reference:     PA17/03473  
Proposal:     Pre App Advice for replacement dwelling  
Location:     Sagres, Lighthouse Road  
Applicants:     Mr and Mrs Mitson

It was **resolved** to support this pre app in principle and that the Cllrs comments on the revised single storey plans would be passed to the Case Officer (Proposed Cllr Wheeler)

Signed.....Date:.....

Reference: PA18/00256  
Proposal: Extension and Alteration to Dwelling  
Location: 12 Mitchell Close  
Applicant: Mr A Popple

It was **resolved** to support this application (Proposed Cllr R Wheeler)

Reference: PA18/00445  
Proposal: NMA to make minor changes to the design of houses in Plots 6 and 7  
Location: Parc Garland  
Applicant: Mr Furby, Parc Garland Ltd

It was **resolved** to support this application (Proposed Cllr R Wheeler)

**17/18 298 Cornwall Council – Planning Decisions:** It was noted that Cornwall Council had approved the following applications with conditions as filed:

Reference: PA17/10739  
Proposal: Replacement Windows, Imp to Exterior Walls and Alterations to Side Wall  
Location: 4 Lusart Drive  
Applicant: Mrs K Hockley

Reference: PA17/11143  
Proposal: Conversion of existing detached garage to ancillary accommodation  
Location: Mariners View, Housel Bay Road  
Applicant: Mr and Mrs Glover

Reference: PA17/12082  
Proposal: Proposed extension and alteration  
Location: Pednagothollan, Penmenner Road  
Applicant: Mr and Mrs Taylor

**17/18 299 Recreation Ground:** Cllr R Wheeler to report on the arrangements for setting up the management of the Charity

Cllr R Wheeler reported that the Recreation Ground had been held by the Official Custodian of Charities since the 1970's and that the Parish Council had been appointed the Sole Trustee. The Parish Council was required to separate out the Recreation Ground from the Parish Council and to meet as Trustees separately to the Parish Council to manage the Recreation Ground. A separate bank account has to be established for the Charity. Cllr R Wheeler said this was a work in progress and he would report further at future meetings of the Council

**17/18 300 Football Club:** To review the agreement re dugouts and lights and to consider a fundraising proposal from the Football Club

Members of the Football Club reported on the dugouts, lights and fundraising proposals to improve and extend the Tennis Courts area by providing an all weather surface. Safety Issues raised were children climbing on the dugouts and the nets, the gates and the ball on top of the pillar. Cllrs noted the actions taken and wished to be kept informed of any issues that arose. This item to return to the Council agenda in May

It was **resolved** that the Football Club could retain the dugouts as they are until May (Proposed Cllr V Parker)

It was **resolved** that the Football Club should look into fundraising opportunities and hold a public consultation event on the 21<sup>st</sup> April (Cllr V Parker)

Signed.....Date:.....

- 17/18 301 HR Policies:** To consider adopting Grievance, Disciplinary and Health and Safety Policies
- Cllrs discussed each policy and agreed amendments to the Grievance and Health and Safety Policies
- It was **resolved** to adopt the amended Grievance Policy (Proposed Cllr Baxter: Abstain Cllrs Issitt and Legge)
- It was **resolved** to adopt the amended Health and Safety Policy (Proposed Cllr Baxter: Abstain Cllr Legge)
- It was **resolved** to refer the Disciplinary Policy back to the HR Committee (Proposed Cllr V Parker)
- 17/18 302 Financial Regulations:** To consider adopting revised Financial Regulations
- It was **resolved** to adopt the revised Financial Regulations (Proposed Cllr V Parker)
- 17/18 303 Boa View:** Cllr Wheeler to update the Council on the progress towards an easement
- Cllr R Wheeler reported that there had been no progress as nothing further had been held from the applicant's solicitors. Cllr Legge reported that he had encouraged the applicant to contact his solicitors
- 17/18 304 Data Protection Act Changes:** Cllr V Parker to brief Council on the changes
- Cllr V Parker briefed the Council on these changes. The Clerk is to receive training and all Cllrs have been offered training
- 17/18 305 Standing Orders:** To consider the process and timetable for the review of Standing Orders
- Cllr V Parker reported that the HR and Finance Committees had completed their work on the Standing Orders and that further amendments had come from Cornwall Council and NALC. It was agreed that these should all be forwarded to Cllr Issitt for incorporation into the new draft
- It was **resolved** that the Cllrs V Parker, R Wheeler, Issitt and the Clerk would meet to consider the draft document (Proposed Cllr R Wheeler)
- 17/18 306 Community Network Panel:** Cllr Baxter to report on the meeting in February
- Cllr Baxter reported that the meeting had been cancelled. A new date had not yet been set. Cllr Issitt proposed a link with the Task and Finish Group
- 17/18 307 Finance and Payments of Accounts:** The budget report for February 1<sup>st</sup> 2018 was **noted**
- It was **noted** that the following payment had been received:
- |          |     |
|----------|-----|
| Cemetery | £50 |
|----------|-----|
- It was **resolved** to authorise the following payments:
- |                               |         |
|-------------------------------|---------|
| Clerk's Salary February       | £647.64 |
| HMRC PAYE February            | £161.64 |
| Clerk's Travelling Expenses:  | £19.80  |
| Cornwall Legal (For December) | £1374   |

Signed.....Date:.....

Cornwall Council (Streetlights)	£13448.16 (inc VAT)
M Legge (Cleaning)	£140
SLS	£30,£44.24
Office expenses (postage and paper)	£6.64
SWWater	£180.80

**17/18 308 Roads and Footpaths in the Parish:** Cllrs to report any concerns re roads and footpaths in the parish

Cllr Issitt reported that the path at Church Cove had been repaired. Cllr V Parker said that she would look into the issues raised by members of the public: streetlights at Penmenner Road and the Cross Common road

**17/18 309 Code of Conduct Correspondence:** The Clerk to report

The Clerk reported that two Code of Conduct complaints had been investigated. No breach had been found with regard to Cllr D Issitt. A breach had been found with regard to Cllr S Parker and the remedy was an apology

**17/19 310 Correspondence:** It was noted that the following correspondence had been received:

*Items for Action:*

1. *Planning Correspondence*
2. *Range of correspondence with Cornwall Legal*
3. *Planning Conference 27<sup>th</sup> February*
4. *Correspondence with Randle Thomas re deeds and files*

*Items for Note:*

1. *Rural Services newsletters and bulletins*
2. *Communities and Devolution Newsletters*
3. *Carolyn Rule – emails for dissemination*
4. *Crowd Funder Road Shows 7<sup>th</sup> February*
5. *CALC – GDPR Update*
6. *Correspondence from Housel Bay Hotel re planning matter*
7. *War memorials Grant Scheme*
8. *Community Network Panel Agenda February*
9. *Neighbourhood Planning E Bulletin*
10. *Auditors webinar*
11. *CALC Training*
12. *Boundary Review Correspondence*
13. *CC: Adult Social Care Charging Policies consultation*

RNLI had asked the Council if their Fete at the end of July could be held on the Green and this was agreed

Cllr Issitt agreed to read the Predannack Airfield Consultation Document and report to Cllrs in March

The Clerk read out a letter from a parishioner thanking Cllr S Parker for his help and support with resolving a sewerage problem

Signed.....Date:.....

**17/19 311      Items for the Next Agenda**

Cllr Baxter requested Discipline Policy and a Post Office update

**17/18 312      Date and Time of next Parish Council Meeting:** March 8th 2018 at 7.30 pm

Signed.....Date:.....