

MINUTES of St. Kew Parish Council Meeting held on Tuesday 13th April 2010 at 7.30 p.m. in St. Kew Parish Hall.

PRESENT:- Chairman J Rowe: Councillors R Godden, R Davey, J Godden, C Skewes, J Lethbridge and T Mott.

IN ATTENDANCE:- Mrs Emma Fowle, Parish Clerk, Mr and Mrs B Plater, Mrs J Gray, Cornwall Councillor Collin Brewer, Mr Chancellor

44. Chairman's announcements and apologies for absence.

The Chairman opened the meeting. **APOLOGIES** were received from Councillors T Wellington, J Parnell, B Gabriel and A Godden.

ADJOURNMENT

Councillor Collin Brewer offered his apologies to the meeting for not reading the minutes as his computer had been out of action. He commented that the joint site visit between the parish council and the planning dept last week at The Barn House, St Kew Highway had been very useful and productive. He reported that in the run up to the general election, things were quieter than usual at County Hall. He was however involved in the Local Transport Plan at the moment, covering all forms of transport including bus, train, air, boat etc. They were currently looking at the lack of buses in the rural north of the county, north of Wadebridge/Bodmin, and the future freight and it's possible return to boats. He also commented on new developments that would mean all buses in the future would need to be able to accommodate bicycles on them. Councillor T Mott commented that the new park and ride scheme into Treliske Hospital in Truro was excellent and very good value for money.

45. To consider and approve the Minutes of the previous Parish Council Meeting

On a proposal by Councillor R Godden and seconded by Councillor R Davey the minutes of the previous meeting were agreed.

46. Matters Arising

Pg 3 Item 13: Signpost: Councillor R Godden has phoned Andy Bishop twice and been round to his house, but has still not managed to speak to him. The signpost has still not been repaired. Councillor R Godden will try and call him again.

Pg 3 Item 13: Noticeboards: The Perspex in the noticeboard at Trequite has broken and needs replacing. The Chapel Amble noticeboard is also in a bad state of repair and needs sanding down and re-painting as a very minimum. Clerk to put item into the parish magazine to advertise for a volunteer to help look after the maintenance of the parish noticeboards.

Pg 6 Item 23: Filing Cabinet: The clerk has now emptied the filing cabinet in the parish hall storeroom.

Pg 6 Item 26: Permission for Caravan: Clerk has received confirmation from Cornwall Council Planning Dept that the caravan currently situated in Chapel Lane does have permission.

Pg 11 Item 40: Hedge at Trescobel: This has now been trimmed back.

47. Correspondence

- a) CC – Procurement through Cornwall Council Contracts
- b) Audit Commission – confirmation of appointment of external auditor
- c) Cornwall Countryside Access Forum – Annual Recruitment 2010
- d) CC – receipt of allegation under

Clerk to pass on to parish magazine

- the Code of Conduct ref: 063
- e) CC – Procurement through Cornwall Council Contracts
- f) Any other important item of correspondence which the Chairman considers appropriate. CC Building Control Newsletter
CALC – The County Bulletin

48. Planning and Decision Notices

2010/00098 Extension to The Barn House, St Kew for Mr & Mrs J Chancellor. Further discussion post informal site visit. 2 Letters of support were read out by the clerk. There was much discussion regarding the plans, centering around whether the property should be considered as a barn or not, and whether the size of the extension was appropriate and/or subservient to the original building. It was also raised by Councillor T Mott that although the planning officer had assured them that precedent cannot be used in planning, the development may lead to the character of the surrounding area being altered, and this is used as a planning argument. It was proposed by Councillor R Godden that the plans be accepted, subject to a planning condition being applied that the existing trees and hedges along the boundary with the road are protected and a suitable visual barrier is maintained. The meeting was then adjourned to allow Mr Chancellor to speak. He confirmed that he had owned The Barnhouse for approximately 10 years and was now looking to spend more time here, eventually retiring here fulltime if they could extend the property to make it big enough to also accommodate visiting family. He informed the council that they had sought pre-application advice before drawing up plans, and was committed to achieving a high quality build and not making a profit. He would be entirely happy with restrictions on the boundary trees and hedges and a landscaping plan. The meeting was then re-adjourned. Councillor J Lethbridge seconded Councillor R Godden's proposal that the parish council recommend approval of the plans and all voted in favour of doing so.

Decision Notices

2009/0137 Lifting of condition No. 1 on Decision Notice 2004/01275 to allow unconstrained residential use at Amble Down Chapel Amble for Mr Gorringe. REFUSED

49. Schedule of monthly accounts

On a proposal by Councillor C Skewes and seconded by Councillor T Mott cheque number 000834 to a total amount of £153.20 was passed for signing.

50. Approval of annual accounts and signing of audit form

On a proposal by Councillor T Mott and seconded by Councillor C Skewes, it was agreed that the annual accounts be approved and the audit form be signed. The chairman thanked Councillor R Godden for his hard work in preparing the accounts and the audit form. Councillor R Godden also highlighted that the parish council now has enough money in the grants account to accept grant applications from organisations on a rolling basis throughout the year.

51. Footpaths

David Fowle still to do chicken wire across footbridge behind Whitehall Estate. Also need to arrange to insert new stile for Councillor Wellington. Councillor R Godden to organise with Councillor Wellington.

52. **Parish Councillor Committee reports** Chairman J Rowe confirmed that due to other commitments, she would be resigning as the parish council representative on the St Kew Playing Field committee. A replacement will be elected at the next meeting.
53. **Parish Plan Action Plan** The minutes of the previous allotments committee meeting were circulated to all councillors. Councillor T Mott reported that work had been delayed by South West Water carrying out works to the mains water pipe, but this had now been completed and work on the allotments had started again. The total cost of the works will be approximately £4,500. Approximately £1,841 has already been secured from Cornwall Councillor Collin Brewer and the Healthy Living Grant, with another £1,300 hopefully being provided by the East Cornwall Local Action Group. The £1,359 shortfall will hopefully be made up by further grant applications, as well as a contribution from the parish council if necessary.
- Councillor J Godden expressed his dissatisfaction at the way the parish council had been kept informed of the progress at the site, and questioned whether another tender for work had gone out and been agreed without the parish council's knowledge or consent. Councillor R Godden confirmed that the work currently being done was part of the original tender process, which had been carried out and agreed by the allotments committee in a hurry due to time restrictions placed on them by the Healthy Living Grant.
- The clerk confirmed that the Allotments Committee did need a Terms of Reference set up to clearly state what powers the committee did and did not have, and what decisions they could and could not make without referring back to the parish council for approval. The latest County Bulletin from the Cornwall Association of Local Councils also highlighted that this should be reviewed annually at the Annual Parish Meeting and be entered as an appendix to the Council's Standing Orders. This also needs to be done for the Bus Shelter Committee, and the Footpaths Committee may also need a new Terms of Reference document if the original one cannot be located. Clerk to draft a Terms of Reference for the Allotments Committee, to be reviewed and agreed at the next meeting. The Bus Shelter Committee will then be drafted and approved for the following (June) meeting and the Footpaths Committee for the next meeting (July). Clerk also to investigate whether Terms of Reference or similar are needed for individual councillors representing the parish council on other committees.
54. **Bus shelter at St Kew Highway** Chairman J Rowe declared an interested and handed over to Vice Chairman R Godden. In the absence of both Councillors T Wellington and J Parnell from this month's committee meeting, it was agreed to re-agenda this item for next month. Clerk to write to all who submitted a tender to update them. Vice Chairman R Godden handed back the meeting to Chairman J Rowe.
55. **To confirm dates and format for Annual Meeting of the Parish** On a proposal by Councillor C Skewes and seconded by Councillor R Godden it was agreed that Tuesday 11th May will be the next monthly Parish Council Meeting and Tuesday 18th May will be the Annual Parish Meeting. Clerk to write to Cornwall Councillors Collin Brewer and Brian Gisbourne to request their attendance and an annual report, also PC Malcolm Taylor. Clerk to advertise the date in the Parish Magazine and book the Parish Hall with Kim Appleby.
56. **Any other important matters** **Councillor R Davey: Fly Tipping:** Between Trewethern Cross and Kit's Hill on the right hand side. Clerk to report to Highways and

mention in parish magazine.

Councillor C Skewes: Potholes: Between Trequite and St Kew Highway.

Councillor T Mott: Handrail on steps up to churchyard, St James the Great: This is loose. Can it be repaired? Councillor J Godden responded that the PCC are aware of the problem, but the wall needs repairing first and ownership is still being established.

Chairman J Rowe: Garages at top of footpath behind Whitehall Estate: Mr Allen from Greentrees has begun to erect a chainlink fence around two garages at the top of the footpath, which he claims he owns. This has encroached onto the footpath. Clerk to speak to planning and make enquiries about this.

57. Items for Your Parish

Date for Annual Parish Meeting, Litter/Fly Tipping, Noticeboards Maintenance Volunteer, Planning & Decision Notices.

58. Register of Gifts and Hospitality for Councillors and staff

There were no items for the register of gifts and hospitality.

There being no other business, the meeting closed at 8:45pm