

ST KEW PARISH COUNCIL



Chairman: Cllr John Lethbridge
Clerk: Cindy Powell, Rockhurst, Trethurgy PL26 8YF
Tel: 07988 451241 Email: stkewparish@gmail.com
www.stkewparish.org.uk

The Annual General Meeting of St. Kew Parish Council will be held in St. Kew Parish Hall on Tuesday 8th May 2018 commencing at 7.30 p.m. Members of the public are welcome to attend.

The Meeting will be adjourned after Item One for an open discussion period between members of the Public and the Council, this period is limited to a maximum of fifteen minutes

A G E N D A

1. Election of Chairman
2. Chairmans Welcome and Apologies for Absence
3. Election of Officers – List of Officers 2017-18 attached for reference
4. **ADJOURNMENT**
5. To consider and approve the Minutes of the previous Parish Council Meeting.
6. Matters Arising.
7. Correspondence
 - a) None received
 - b) Any other important items of correspondence which the Chairman considers appropriate.
8. **Planning Applications**
PA18/02356 Mr & Mrs Rochford – Little Brightor St Kew Highway
Construction of 2 no. new build holiday lets to support an existing business
Planning Decisions
PA18/02050 Mr & Mrs Boyne, Tomphanny Farm Tregellist Road
Double extension to the side of property - **APPROVED**
9. Schedule of Monthly Accounts April 2018
10. Report on Annual Audit
11. Footpath Cutting Tenders
12. Network Road Highways Scheme
13. Litter in Parish and working party days
14. Parish Councillor reports and any other matters
15. Items for Pieces of Eight
15. Register of gifts and hospitality for Councillors and staff.

ST KEW PARISH COUNCIL



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Minutes of St Kew Parish Council Meeting held on Tuesday 10th April 2018 at 7.30 pm in St Kew Parish Hall

Present: Chairman: Cllr J Lethbridge **Councillors:** R Godden, J Rowe,

County Councillor Stephen Knightley

Apologies: T Mott, B Finnemore, J Rickard, A Godden

22 members of the public were present.

5000. Public Discussion.

Representations were given both supporting the business and principles, and objections to noise levels regarding Planning Application PA18/01221 for the Tipi wedding venue at Trewiggett.

The Agent for Planning Application PA17/12200, 6 holiday cottages made a presentation on behalf of the applicant and this was followed by objections as to the overuse of land and area.

5001. Chairmans Announcements

The Chairman welcomed the large number of parishioners attending the meeting and expressed his apologies that the attendance was not reflected by the Councillors.

5002. County Councillor and Police Reports

County Councillor Knightley asked views of the Council for the proposed sports stadium. Concern was expressed that public money would be used to fund a project that would not be in public ownership.

5003. Council Meeting Minutes – To confirm and sign the Minutes of the Parish Council Meeting on 13th March 2018

Proposed by Cllr R Godden seconded by Cllr Rowe it was AGREED that the Minutes of this meeting be a true and accurate record. All in favour.

5004. Matters Arising

None

5005. Correspondence

The newsletter from CALC has been distributed.

An email regarding the new Data Protection legislation was also distributed and voiced conflicting information regarding the Clerk's position and formulation of a sub-committee. Cllr Mott will be attending a training day in May and CALC will be informing parishes of the latest developments. It was agreed to wait for further information.

(4095). A further email was received from Juliet Cleave regarding litter and possible methods of raising awareness. It was agreed that this matter be put on to the next meeting agenda with a possibility of arranging a working party litter picking day.

5006. Planning Applications

PA17/12200 Mr J Brown, Land South West of St Kew Golf Club

Erection of six holiday cottages
Viewed by Cllrs Finnemore and A Godden. Proposed by Cllr Rowe and seconded by Cllr R Godden that the Parish Council **SUPPORTS** this application Provided adequate screening and for holiday use only. All in favour

PA18/00949 Mr J Brown Benbole Farm St Kew Highway

Change of use from agricultural land to site 2 mobile temporary glamping accommodation units from May to September with composting toilet and solar shower.
Viewed by Cllrs Finnemore and A Godden. Proposed by Cllr R Godden and seconded by Cllr J Rowe that the Parish Council **SUPPORTS** this application . All in favour

PA18/02050 Mr & Mrs Boyne, Tomphanny Farm Tregellist Road

Double extension to the side of property
Viewed by Cllrs Rowe and A Godden. Proposed by Cllr R Godden and seconded by Cllr J Rowe that the Parish Council **SUPPORTS** this application . All in favour

PA18/02964 Mr K Godfrey St Kew Service Station St Kew Highway

Proposed extension to provide storeroom
Viewed by Cllrs Rowe and R Godden.
Due to the number of Councillor present and that an agreement could not be reached, the Council will make **No Comment**

PA18/02533 Mrs Priscilla Hannam, Pendoggett House Pendoggett Road

Demolition and replacement of existing conservatory
Viewed by Cllr R Godden Proposed by Cllr R Godden and seconded by Cllr J Rowe that the Parish Council **SUPPORTS** this application . All in favour

PA18/00597 Fore Investments [UK) Land West Of Cornish Arms Pendoggett Road

Outline application for the erection of a dwelling
Viewed by Cllr R Godden. Proposed by Cllr R Godden and seconded by Cllr J Rowe that the Parish Council recommends **REFUSAL** as this will severely limit parking for their public house, restaurant and hotel, and existing surrounding properties therefore pushing car parking on to the B3314. All in favour

PA18/01221 Mrs E Tom, Cornish Tipi Weddings with Cornish Tipi holidays - Land West Of No Mans Land Trewiggett Lane Pendoggett

Change of use to seasonal camping Field with seasonal/temporary Wedding Marquee and seasonal/temporary cafe tent and permanent staff shed (retrospective)

Viewed by Cllrs R Godden and Rowe and A Godden. After much discussion expressing concern for noise levels whilst appreciating the ethos of the present business it was proposed by Cllr R Godden and seconded by Cllr J Rowe that the Parish Council **SUPPORTS** this application provided there is adequate noise mitigation and monitoring . All in favour

Planning Decisions

PA18/00839 – Mrs Craig-Wood, Treharrook Lodge, Port Isaac

New access on to a Class 2 highway with parking area – **APPROVED**

5007. Schedule of Monthly Accounts March 2018

It was proposed by Cllr Rowe and seconded by Cllr R Godden that the monthly accounts for March be accepted en bloc. All in favour

5008. Approval and signing of Annual Accounts

The Accounts were presented by the RFO and it was proposed by Cllr Rowe and seconded by Cllr Lethbridge that the Accounts be accepted and duly signed.

5009. Signing of Audit Form

It was proposed by Cllr Rowe and seconded by Cllr R Godden that the Audit Forms be signed and dated. All in favour

5010. Signing of Governance Statement

It was proposed by Cllr Rowe and seconded by Cllr R Godden that the Audit Forms be signed and dated. All in favour

5011. Grass Cutting Tender for St Kew and Chapel Amble

Only one set of Tenders was received from Graham Tiplady in the sums of £1595 and £650. It was proposed by Cllr Rowe and seconded by Cllr R Godden that these be accepted. All in favour.

5012. Parish Awards

To be discussed at the end of the meeting

5013. Parish Councillor Reports and any other matters

Cllr Rowe asked if the provision of "Dog Poo" signs could alleviate the problem. She also queried a road way across Maidenland and will investigate.

5014. Items for Pieces of 8

Councillor vacancies
Annual Parish Meeting

5015. Register of Gifts and Hospitality for Councillor and Staff

None

There being no further business, the meeting closed at 20.46

**Cornwall Council Community Network Highways Scheme
Expression of Interest Form**



Notes	
To help us process your Expression of Interest, please:	
<ul style="list-style-type: none"> Read the Community Network Highways Scheme guidance carefully Complete the form as fully as you can and return to your Community Link Officer Let us know if you have any questions before sending in your application 	
FOR OFFICE USE ONLY: Date received:	Ref No:

Section A: Contact details

1. Name/position of person submitting this proposal	
2. Contact email	
3. Contact telephone number	

Section B: Scheme outline

1. Location	
2. What is the LTP objective you are trying to achieve? See page 33 of Local Transport Plan (www.cornwall.gov.uk/connectingcornwall)	
3. What is the problem? What local outcome you are aiming to achieve?	
4. How have you identified this problem? Let us know of any evidence available, including community representations	
5. Why is this a priority for the parish council?	
6. Is there any additional funding available to support this scheme? If so, how much and from what source?	
7. Area of benefit – schemes which benefit a larger area of the Community	

Network are encouraged	
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Declaration	
I declare that the information supplied in this form is true to the best of my knowledge and that, if I am submitting this proposal on behalf of a town or parish council or local organisation, I have their consent to do so.	
Signature:	Date:
Name (Please Print):	

Privacy Notice: This information is being collected by Cornwall Council. The Chief Executive is the Council's Data Controller. Any information provided may be retained on computer or in manual files in accordance with the Council's policy for the retention of information. This information will be used for processing your expression of interest. It may also be used for related council purposes, including for regulatory functions and investigating fraud. It will not be disclosed to any third party except where the council specifically contracts for data processing support. The information may be used for statistical or research purposes, which will be de-personalised where appropriate.

Please return to your Community Link Officer

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ELECTION OF OFFICERS 2017-18

OFFICERS

Chairman

Vice Chairman

Responsible Finance Officer

Churchyard Liaison Officer

Tree Officer

Madam Nation Trust Officers

CURRENT OFFICER

Cllr J Lethbridge

Cllr A Godden

Cllr R Godden

Mrs J McGann

Cllr R Davey and Mr J Godden

COMMITTEES

Footpath Committee

Parish Hall Committee

Community Hall Committee

Parish Newsletter Committee

Playing Field Committee

Planning Co-ordinator

Community Network Co-ordinators

Cllrs R Godden and Cllrs Rickard

Cllr Finnemore

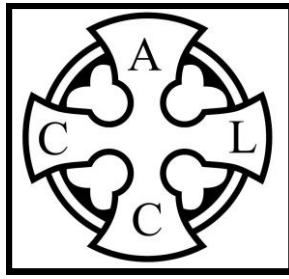
Cllr J Lethbridge

Cllr R Godden

Cllr J Rowe

Cllr R Godden

Cllrs J Rickard and T Mott



CALC NEWS ROUND-UP - 27 APRIL 2018

Welcome to the 2nd edition of the Newsround Round-up for 2018.

Since our first publication CALC is pleased to confirm to town and parish councils that Spring has officially sprung. The start of the season has seen a number of changes to previously issued NALC documentation and these are detailed in the section entitled '*New documents on our Web site*'.

We would like to take this opportunity to thank the many town and parish councils that have already renewed their CALC Membership for 2018 and as part of skills and development planning for 2018, CALC are pleased to announce that a training programme has been agreed for the coming months and is detailed below.

News Flash

We have just heard from NALC that the Government has tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.

Officials from the Department for Culture, Media and Sport have confirmed with us that all other measures will still apply, but that appointing a Data Protection Officer to support a council's approach to data protection will be discretionary and may be regarded as good practice.

We will keep you updated with developments.

CALC Web site

CALC have added a '*notices*' section to its web site to highlight items of interest, warn of impending changes or notify you of future additions. We hope that this new facility proves to be a useful addition.

NALC Web site

We are currently working with NALC to investigate the logistics of enabling all members of CALC to have direct access to the NALC web site. We hope to provide you all with additional news during our next Newsround up publication.

GDPR

Don't forget that the NALC GDPR Toolkit is available for download from the Documents section of our website.

Unfortunately our next two scheduled GDPR training sessions (3rd and 16th May) are now fully booked (currently there is a waiting list for each). Please refer to our Newsletters and the CALC web site to stay up to date with all planned training sessions.

New Documents on our Website

Briefings

NALC has issued the following briefings:

L05-18 – Legal briefing - Data protection fees

E01-18 – Employment briefing – National Salary Award

PB01-18 – Policy briefing - Information Commissioner's office statement on the GDPR Regulation

Model Standing Orders

NALC has issued a new version of its Model Standing Orders which can be located on our web site. Please refer to the amended Legal Topic Notes detailed below.

For those of you who have already made updates to the previous NALC Model Standing Orders to comply with legislative changes in line with CALC recommendations, we are currently working through the new NALC document to dovetail the previous changes and create a set of Standing Orders which will combine the best of both versions.

Legal Topic Notes

As a result of the publication of revised Model Standing Orders documentation, the following Legal Topic Notes (LTNs) have been updated:

LTN1 - Councils Powers to discharge their functions

LTN2 - The Chairman of local councils

LTN5 - Parish and community Council meetings

LTN8 - Elections

LTN87 - Procurement

Consultations

NALC has reviewed, summarised and issued a set of questions requesting feedback on two new consultation documents issued by the Government:

PC08-18 Integrated Communities green paper

PC07-18 – Unauthorised development and encampments

NALC has issued one consultation response detailed as below:

PR6-18 – Implementing geological disposal

Toolkit – Trees, Woods and People

A new addition, to the guidelines already provided by NALC is the Charter for Trees, Woods and People Toolkit which provides guidance for parish, town and community councils on good practice for respecting trees in the UK.

The Toolkit supports the Woodland Trust Charter for Trees and should enable local councils to work in conjunction with both Neighbourhood Planning and Tree Warden Scheme strategies.

All of the above can be found in the [Documents](#) section of our website

Training 2018

2018 Training Programme

Training	Date	Duration	Location	Cost
¹ Code of Conduct	17-May-18	19:00-21:30	Mabe WI	£30+VAT
Code of Conduct	21-May-18	19:00-21:30	New Liskeard Room, Liskeard	£30+VAT
Chairmanship	04-Jun-18	19:00-21:30	Refreshment Room, Liskeard	£30+VAT
VAT	14-Jun-18	All Day	Members Dining Room, Bodmin	£65+VAT
Councillor Skills	07-Jul-18	All Day	Epiphany House	£65+VAT
CILCA	13-Jul-18	09:30-3:30	St Erme	TBC
Chairmanship	16-Jul-18	19:00-21:30	Chamber, Newquay	£30+VAT

If you would like to register to attend any of the above courses, please send your request to enquiries@cornwallalc.gov.uk

Articles of Interest

Fairer funding

NALC has announced that it is working closely with the government to ensure fairer funding for local councils. A recent letter from the government that reinforces their position was sent to billing authorities urging them to reconsider passing local council tax support funding on to local councils so that increases in their precepts can be avoided.

¹ Please note that Mabe and Mawnan are hosting Code of Conduct training on 17th May 2018. There may be a few spare places available. If you are interested, please email enquiries@cornwallalc.org.uk

ICO BLOG

The following has been extracted from an ICO blog by the Chief Executive published on the NALC web site.

"The Commissioner has said previously that the GDPR is a journey rather than a destination. She will be looking to councils to demonstrate that they are committed to making progress towards embedding the right processes and procedures. She wants to reassure councils that if they have a positive attitude to finding practical solutions to some of the challenges of implementation, they will find a pragmatic, fair and proportionate regulator."

A full copy of the statement can be located in Policy Briefing PB01-18.

Job Vacancies

We currently have the following vacancy on our website:

- St Mellion Parish Council – Parish Clerk/RFO (8hpw)

For full details on how to apply please visit the vacancies page.

CALC Office opening hours

The office is open as follows:

Mondays 9:30am to 5:00pm
Tuesdays 9:00am to 5:00pm
Wednesdays 9:00am to 5:00pm
Thursdays 9:00am to 5:00pm
Fridays 9:30am to 3:00pm

Please note: If your PC or internet browser does not allow you to access the information via the links on this newsletter, please copy and paste the link into your internet browser address bar to open the website. All links are tested at the time the Newsletter is sent, however, providers may delete or alter pages at any time.

PAYMENT SCHEDULE FOR St KEW PARISH COUNCIL

May 2018

Payments to be agreed

Date	Payment	Cheque No.	Amount
30/04/18	Mrs C Powell salary	1264	160.80
30/04/18	Revenue and customs	1265	40.20
		Total	201.00