

WENDRON PARISH COUNCIL

www.wendronparishcouncil.org.uk

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Minutes of the Annual Meeting of Wendron Parish Council held in the Community Hall, Burras on Monday May 14, 2012 immediately following the end of the Annual Parish Meeting.

Present:	Cllr Mrs C.Lay (Chairman)	Cllr C.Mitchell
	Cllr Mrs M.Warren (Vice-Chairman)	Cllr Mrs D.Mitchell
	Cllr N.van den Berg	Cllr Mrs S.Moyle
	Cllr G.Gibson	Cllr A.Tremayne
	Cllr R.Maddern	C.F.P.Chapman (Clerk)

Visitors: CCllr Dr Jenkin and Mr Osborne.

The Chairman welcomed members and visitors to the Annual Meeting.

1 ELECTION OF CHAIRMAN

Cllr Mrs Warren proposed, Cllr van den Berg seconded, all others in favour that Cllr Mrs Lay be elected to the Chair of Wendron Parish Council for the year 2012 – 2013.

2 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Mrs Lay read aloud, signed and dated the statutory Declaration of Acceptance of the Office of Chairman of Wendron Parish Council for the year 2012 – 2013 in the presence of the Council and Clerk.

3 ELECTION OF VICE-CHAIRMAN

Cllr van den Berg proposed, Cllr Mrs Moyle seconded, all others in favour that Cllr Mrs Warren be elected to the post of Vice-Chairman for the year 2012 – 2013.

4 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Davidson and PCSO Sadler.

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Cllr Mrs Warren proposed, Cllr Mrs Moyle seconded, Cllr Mrs Lay and Cllr Tremayne being absent from the last meeting abstained, all others in favour that the minutes of the meeting held on Monday April 16, 2012 are a true record and the Chairman signed them as such.

6 MATTERS ARISING AND NOT COVERED ELSEWHERE IN THIS AGENDA

There were no matters arising which are not covered elsewhere in this agenda.

7 PUBLIC PARTICIPATION

There were no comments from members of the public.

8 CORNWALL COUNCILLOR'S COMMENTS

CCllr Dr Jenkin reported that she had

- attended meetings of both the Helston Town Council Planning Committee and the Lowertown Community Group at which proposals for building several houses to the east of Lowertown were discussed
- attended meetings with planning, highways and enforcement officers on local issues including enforcement at Polgear Cottage, matters relating to traffic calming and parking at Carnkie and the

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proposal for a by-pass at Trewennack. Members agreed to re-visit Planning Applications for development at Polgear Cottage to clear up any underlying issues regarding enforcement

- attended the Helston Framework meeting which had looked at housing development site options in and around the town in order to deliver Cornwall's Core Strategy targets
- attended a meeting of the Standards Committee at which the draft new code of conduct was discussed – it was noted that full guidance has yet to be received from central government
- attended a Corporate resources meeting – at which a report from the Support Services Single Issue Panel detailing progress on procuring a private sector company to deliver backroom services within Cornwall Council (and other organisations such as health) was discussed
- attended a launch event for those involved in developing the Heartlands project
- involved herself in resolving a number of rubbish and recycling collections that appear to have been missed across the division since the start of the new contract – if residents still have problems, they should contact Cllr Dr Jenkin directly
- has been appointed to the Discretionary Rates working group to look at future levels of discretionary rates for small businesses, charities and other community organisations
- understood that the now defunct 6 Parishes Dial-a-Ride route through Lowertown will, in future, be covered by the Helston service bus.

9 POLICE REPORT

Through the Clerk, PCSO Sadler reported that five crimes (one of attempted theft, one of criminal damage, one of drink driving and two of assault) were reported to the police in April. The same number was reported in April 2011.

10 STANDING ORDERS

Cllr Mrs Lay proposed, Cllr Mrs Mitchell seconded all in favour that Wendron Parish Council should re-adopt Standing Orders as fully revised in August 2007 and further revised in August 2009, September 2010 and May 2011.

11 FINANCIAL REGULATIONS

Cllr Mrs Lay proposed, Cllr Mrs Mitchell seconded all in favour that Wendron Parish Council should re-adopt Financial Regulations as last substantially revised in September 2010.

12 RISK ASSESSMENT

Cllr Mrs Lay proposed, Cllr Mrs Mitchell seconded all in favour that Wendron Parish Council should re-adopt the Risk Assessment document as last substantially revised in October 2010.

13 APPOINTMENT OF COUNCILLORS TO POSTS OF RESPONSIBILITY

Following discussion it was agreed that the following posts should be the responsibility of the Councillors noted below

- Bank signatories – Cllr Mrs Warren, Cllr Mrs Lay, C.F.P.Chapman (Clerk)
- Financial Scrutineer – Cllr Gibson, Cllr Tremayne
- Noticeboards –
Cllr Mrs Warren (Carnkie and Porkellis), Cllr van den Berg (Trewennack and Trevenen Bal),
Cllr Davidson (Penmarth), Cllr Mrs Lay (Burras and Wendron) and Cllr Mitchell (Rame)
- Wendron Lawn Cemetery – Cllr Davidson
- Footpaths and bridleways – Cllr Mrs Moyle, Cllr Mrs Warren
- Burras Community Hall – Cllr Mrs Warren
- Wendron Silver Band – Cllr Mrs Warren
- Carnkie Wendron Hall – Cllr Mrs Moyle
- Highways and public transport – Cllr Mitchell
- Community Network Panel – Cllr Mrs Lay

14 PROJECTS WITHIN THE PARISH

A bus shelter at Trevenen Bal

The Clerk reported that he had instructed Mr Osgood to go ahead with this project and that, all being well, work will be started within the month.

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Commemorative Mugs

The Clerk reported that he had collected the mugs from Chown China and had agreed with Halwin School that they should be presented to pupils at the school on Thursday May 31 at 2.00pm. A similar arrangement had been made with Wendron School save that the timing will be on Friday June 1 at 3.00pm. It was agreed that the Vice-Chairman will present the mugs at Halwin School and the Chairman will present them at Wendron.

Diamond Jubilee Beacon

The Clerk reported that, as long as the firing of the beacon is not advertised as being open to members of the public, Aviva will not require the Parish Council to fulfil its stated requirements for a Risk Assessment document, for a named individual trained in First Aid techniques to be present or for detailed fire-fighting equipment to be on hand. However, it will expect reasonable care to be taken and the Parish Council should be aware that individuals cannot give away their rights under the law. Cllr Mrs Lay proposed and it was agreed that Cllr Tremayne should go ahead with the beacon on June 4 taking all reasonable precautions, but that it will not be advertised as being open to members of the public.

Carnkie Play Area

Following concerns expressed about reaction between children using the play area and the owner of the adjacent property's dog, Members considered the erection of a solid fence along the line of the fence. It was agreed that both the children and the dog will be aware of each other but that a solid fence might ease the current situation. The Clerk was asked to speak to a fencing company and seek ideas.

15 PARISH COUNCIL MATTERS

Appointment of the Internal Auditor for the year to March 31, 2013

Cllr Mrs Lay proposed, Cllr Mrs Warren seconded and it was agreed that Mr J.P.Richards (formerly Kerrier District Council's Senior Auditor) should continue to act as Wendron Parish Council's internal auditor.

Co-option of a Parish Councillor

The Clerk reported that he had received no expressions of interest in co-option onto the Council.

The adoption of a revised Code of Conduct

Members noted that Cornwall Council is in the process of preparing a model Code of Conduct for adoption by Town and Parish Councils should they so wish. They further noted that the new Code should be in position by July 1. However, in the absence of guidance from the regulating body, it was agreed to defer consideration and adoption of a new Code to a future meeting.

Local Maintenance Partnership

Members considered an invitation to renew partnership working with Cornwall Council with the offer of a grant of £5,002.00 (or 100% of the eligible costs whichever is the lower). In the year to March 31, 2012 Wendron Parish Council's costs for cutting footpaths amounted to £5,468.63 and the full grant of £4,948.00 of from Cornwall Council was claimed. Cllr Mrs Warren proposed, Cllr Mrs Moyle seconded, all others in favour that Wendron Parish Council should accept Cornwall Council's invitation to renew partnership working.

Renewal of Insurance Policy

Members reviewed the terms of Wendron Parish Council's Insurance Policy which, with a policy excess of £250, covers the follow risks

Core Sections

Public Liability £10,000,000 Limit of Indemnity
 Hirers' Liability £2,000,000 Limit of Indemnity
 Employers Liability £10,000,000 Limit of Indemnity
 Officials Indemnity £250,000 Limit of Indemnity
 Libel and Slander £250,000 Limit of Indemnity
 Money Non-negotiable £250,000
 Negotiable Money – Premises £1,000
 Negotiable Money – Any Other Loss £1,000
 Fidelity Guarantee £100,000 Limit of Indemnity
 Increased cost of working £10,000 Limit of Indemnity
 Commercial Legal Protection £100,000 Limit of Indemnity
 Office Equipment £5,000
 Personal Accident (age 16-80)

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Capital Benefits £50,000
 Temporary Total Disablement £200pw

Sums Insured

Street furniture £71,348.18
 Playground equipment £15,818.02

Additionally, when on Parish Council business, all volunteers are covered under this insurance.

Cllr Mrs Lay proposed, Cllr Mrs Warren seconded all in favour to insure Wendron Parish Council through Aviva and to pay the premium demanded of £ 929.36

16 PLANNING

Applications

PA11/10118 Robert Clarke – Retention of single storey self-contained annex building and garage – Lower Viscar Farm, Porkellis. Cllr Mrs Lay proposed, Cllr Mrs Warren seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application with the proviso that an S106 agreement requiring use of the proposed extension to be ancillary to the existing use of the dwelling is imposed.*

PA12/02315 Mr P.Veal – Formation of detached dwelling – land rear of Wynfield House, Carnkie. Cllr Mrs Lay proposed, Cllr Mrs Mitchell seconded and it was agreed that this application should be returned with the following observation *Despite having reservations about the proximity of existing dwellings, Wendron Parish Council supports this application in principle.*

PA12/02414 Wendron Stoves Ltd – Construction of new showroom, offices and store – Wendron Woodstoves, Mallow Court, Wendron. Cllr Mrs Lay proposed, Cllr Tremayne seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA12/03427 Ms K Jephart – Front & Side Extensions to an existing Dwelling, Installation of Photovoltaic panels & Solar collectors, Replacement of existing Roof finish, Replacement of existing Windows & Doors and Interior alterations – Little Boquio, Farms Common. Cllr Mrs Lay proposed, Cllr Tremayne seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA12/03479 Mr Roger Downing – Removal of hedgerows – Land at Ash Farm, Carnkie. Members noted that, because a strict time limitation for the receipt of observations had been imposed on this application, the Chairman had authorised the following observation to be forwarded to the Planning Authority *Wendron Parish Council objects to this proposal. These hedges are shown on the Tithe Map and are therefore considered to be “important” under criterion 5a of the Hedgerows Regulations Act 1997 (The hedgerow - (a) is recorded in a document held at the relevant date at a Record Office as an integral part of a field system pre-dating the Inclosure Acts)*

Additionally, locally, a number of these ancient hedges have been lost in recent years which increases the importance of those remaining.

Wendron Parish Council therefore requests the Planning Authority to refuse permission for development.

Cllr Mrs Lay proposed, Cllr Mrs Moyle seconded and it was agreed that the above observation accurately records Wendron Parish Council’s collective thought.

PA12/03577 Mr Simon Livingstone – Listed Building Application for the conversion of former Methodist Chapel to single dwelling – Monkey Puzzle Chapel, Porkellis. Cllr Mrs Lay proposed, Cllr Mrs Mitchell seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA12/03582 Mr Simon Livingstone – Change of use and conversion of former Methodist Chapel to single dwelling – Porkellis Methodist Chapel. Cllr Mrs Lay proposed, Cllr Mrs Mitchell seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA12/03791 Mr Bishop and Mrs Ward – Construction of a conservatory to SE elevation – Twycross House, Rame, Cross. Cllr Mrs Lay proposed, Cllr Mrs Moyle seconded and with two abstentions it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

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PA12/03821 Mrs Susan Rochon – Conto replace windows at back of house with double glazed windows – Menherion House, Redruth. Cllr Mrs Lay proposed, Cllr Mrs Mitchell seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

Decisions

PA12/00317 Screening Opinion - EIA Required (Screening Opinion request for a Quiet Revolution wind farm) – Field 172597 032827 North of Little Trevease, Constantine – *noted*

PA12/00457 S52/S106 and discharge of condition apps (Submission of details to discharge Conditions 4, 5, 6 and 7 in respect of decision notice PA11/09157) – Carnkie Methodist Church – *noted*

PA12/00729 APPROVED (Two storey extension to side with rear dormer) – Little Carnebone, Laity – *noted*

PA12/02222 APPROVED (Ground floor extension and first floor extension to dwelling) – Rame Farmhouse, Rame Common – *noted*

PA12/02251 APPROVED (Retention and completion of extensions and alterations to dwelling, erection of domestic garage and formation of a verandah decking area and alterations to windows) – Gwithian, Lowertown – *noted*

PA12/02278 APPROVED (Demolition of side extension and erection of extension to rear. Alterations to window openings on existing property, and inclusion of velux and raising of ridge height to allow for warm roof construction) – Sunnyside, Porkellis – *noted*

Correspondence

CC Planning Enforcement notification of receipt of alleged breach of planning (creation of access onto the highway at Trevithick Lodge, Carnkie) – *noted*

Mr N.Hicks & Mr G.Hicks concerning the Council's response to an e-mail from TGC Renewables concerning a proposal for a wind turbine at Little Viscar – *noted*

17 REPORT OF CLERK AND CORRESPONDENCE

Helston/Lizard MS Club acknowledgement of and thanks for donation – *noted*

Shelter acknowledgement of and thanks for donation – *noted*

Town Mayor-Elect of Helston invitation to the Chair and partner to a Civic Service and Diamond Jubilee Commemoration on Sunday June 3, 2012 – *noted*

Lanner Parish Council request for support for a judicial review of planning permission for 25 local needs homes – *noted*

CC Sharon Richards Polling Districts and Polling Places Review – *noted*

Clerks and Councils Direct Newsletter – *noted*

The Queen's Diamond Jubilee Beacons acknowledgement of registration – *noted*

Clerks and Councils Direct newsletter – *noted*

18 FINANCE

The Clerk presented Councillors with a statement of Wendron Parish Council's financial position as at May 14, 2012. A copy of that statement is attached to these minutes.

The Chairman drew members' attention to the requirement to review the Clerk's salary on an annual basis, although she noted that in the present financial climate any talk of an increase would be inappropriate. Nevertheless, she pointed out that the Parish Council has recently called upon the Clerk to perform tasks and duties beyond what might normally be expected and suggested to members that they might consider the matter further at a future meeting.

The Clerk reported that Mr Peter Richards, Wendron Parish Council's Internal Auditor, has signed off the Annual Return for the year to March 31, 2011 making no comments, observations or suggestions.

The following accounts were presented for consideration:

	GROSS	NET	VAT
J.P.Richards (Internal Auditor)	£ 256.30		
Eric Bray (Lawn Cemetery)	£ 324.00	£ 270.00	£ 54.00
R.Sanders			
Church & Graveyard 10/04	£ 180.00		
Church (26/04)	£ 57.50		
total	£ 237.75		

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Frederick Wearne and Sons		£ 1,044.00	£ 870.00	£ 174.00
Colin Chapman				
Salary (April)	£ 563.66			
telephone	£ 17.09			
office expenses	£ 56.74			
travelling	£ 41.60			
use of home	£ 25.00			
	total	£ 704.09		

Proposed by Cllr Mrs Warren, seconded by Cllr Mrs Lay all others in favour that the above five accounts be paid.

The following account was also presented for payment.

Cllr Mitchell declared a personal and prejudicial interest in that the following accounts were submitted by Gareth Mitchell, his son. He left the room.

Gareth Mitchell				
Cutting grass (05/04)	£ 100.00			
Wash bus shelters	£ 46.00			
Strim bus shelters	£ 24.00			
Cutting grass (19/04)	£ 100.00			
Strim bank Carnkie	£ 12.00			
	total	£ 282.00		

Proposed by Cllr Mrs Warren, seconded by Cllr Tremayne all others in favour that the above account be paid.

Cllr Mitchell returned to the room

The following receipt was noted

HM Revenue & Customs (VAT repayment)	£ 2,352.23
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19 CHAIRMAN'S COMMENTS

The Chairman made no comments at this stage of the meeting

20 MATTERS FOR INCLUSION AT FUTURE MEETINGS

No matters for inclusion in future meetings were raised.

Cllr Mrs Moyle reported that Mrs Clayton had been touched to see the plaque on the notice-board at Rame which acknowledges Cllr Mike Clayton's contribution towards its cost.

Part B (Items of a confidential nature – Press and Public excluded)

21 The purchase of land at Rame Cross for the provision of affordable homes

Following extensive discussion, Cllr Mrs Lay proposed that Wendron Parish Council should write to the owners of the land at Rame Cross expressing an interest in purchasing it and that Wendron Parish Council should apply to the Public Works Loan Board for the finance necessary for the purchase. This proposal was seconded by Cllr Mrs Warren, Cllr Gibson voted against and three members abstained. The proposal was therefore carried.

Correspondence

Cllr Davidson concerning the provision of Affordable Housing by Wendron Parish Council – *noted*

DATE AND TIME OF NEXT MEETING

Monday June 11, 2012 at 7.30pm in Burras Community Hall.

Signed.....Chairman

Date.....

Chairman's initials.....