

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 16, 2013 immediately following the end of the Annual Parish Meeting.

Present:	Cllr Mrs M.Warren (Chairman)	Cllr C.Mitchell
	Cllr Mrs S.Moyle (Vice-Chairman)	Cllr Mrs D.Mitchell
	Cllr N.van den Berg	Cllr Miss M.Nute
	Cllr Mrs S. Hook	C.F.P.Chapman (Clerk)

Visitors: CCllr Dr Jenkin and twenty-one members of the public.

The Chairman welcomed members and visitors to the Annual Meeting.

1 ELECTION OF CHAIRMAN

Cllr Mrs Mitchell proposed, Cllr Miss Nute seconded, all others in favour that Cllr Mrs Warren be elected to the Chair of Wendron Parish Council for the year 2013 – 2014.

2 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Mrs Warren read aloud, signed and dated the statutory Declaration of Acceptance of the Office of Chairman of Wendron Parish Council for the year 2013 – 2014 in the presence of the Council and Clerk.

3 ELECTION OF VICE-CHAIRMAN

Cllr Mrs Warren proposed, Cllr Mitchell seconded, all others in favour that Cllr Mrs Moyle be elected to the post of Vice-Chairman for the year 2013 – 2014.

4 APOLOGIES FOR ABSENCE

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

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Cllr Mrs Mitchell proposed, Cllr Mrs Moyle seconded, Cllr Mrs Hook and Cllr Miss Nute abstained, all others in favour that the minutes of the meeting held on Monday April 8, 2013 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

Further to the concerns expressed at the last meeting about both the existing solar farm at Edgcumbe and about potential similar development in the same area, Mr Binnie reported that he had contacted Mr George Eustice, the local Member of Parliament, who had agreed to speak to residents and who, Mr Binnie understands, will approach Cornwall Council about these developments with a request for a moratorium on this sort of development within the immediate area.

Further concerns were expressed about the proposal for the development of local needs affordable homes in Rame. The Clerk assured those present that Cornwall Rural Housing (the developer) will involve local people in the process by means of a public meeting later in the year.

8 CORNWALL COUNCILLOR'S COMMENTS

CCllr Dr Jenkin reported that, having spent the last month knocking on doors and listening to residents' issues, she had nothing to report from Cornwall. She thanked those who had voted for her and said that she looked

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forward to being involved in four years of parish projects, adding that she will be making every effort to resolve the issues relating to the A394 at Trewennack. She suggested that the Parish might consider writing a Neighbourhood Plan with the aim of informing the planning process at local level.

Speaking on behalf of Wendron Parish Council, the Chairman congratulated CCllr Dr Jenkin on her election and stated that the Council looks forward to working with her during the course of the coming four years.

9 POLICE REPORT

Through the Clerk, PCSO Whitford reported that eight crimes (including three of theft, three of criminal damage and one in which a motor-cyclist was hit by a stone) were reported to the police in April. PCSO Whitford warned residents to take particular care with the security of fuel held both in vehicles and for domestic heating. Incidents involving fly-tipping should be reported either to Cornwall Council or to the Police using the non-emergency number 101.

10 STANDING ORDERS

With the proviso that Standing Orders should be fully revised during the course of the coming year, Cllr Mrs Warren proposed, Cllr Mrs Moyle seconded, Cllr Mrs Hook and Cllr Miss Nute abstained all others 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 Warren proposed, Cllr Mrs Mitchell seconded, Cllr Mrs Hook and Cllr Miss Nute abstained all others in favour that Wendron Parish Council should re-adopt Financial Regulations as last substantially revised in September 2010.

12 RISK ASSESSMENT

Cllr Mrs Warren proposed, Cllr Mitchell seconded, Cllr Mrs Hook and Cllr Miss Nute abstained all others in favour that Wendron Parish Council should re-adopt the Risk Assessment document as last substantially revised in October 2010.

PCSO Wickford entered the room.

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 Moyle, Cllr Mrs Warren, C.F.P.Chapman (Clerk)
- Financial Scrutineer – Cllr Miss Nute
- Noticeboards –
 - Cllr Mrs Warren (Carnkie and Porkellis), Cllr van den Berg (Trewennack and Trevenen Bal), Cllr Davidson (Penmarth), Cllr Mrs Hook (Burras and Wendron) and Cllr Mitchell (Rame)
- Wendron Lawn Cemetery – Cllr Davidson
- Footpaths and bridleways – Cllr Mrs Moyle
- Burras Community Hall – Cllr Mrs Warren
- Carnkie Wendron Hall – Cllr Mrs Moyle
- Highways and public transport – Cllr Mitchell
- Carnkie Play Area weekly inspections – Cllr Mrs Hook
- Community Network Panel – Cllr Mrs Warren, Cllr Mrs Moyle

14 PROJECTS WITHIN THE PARISH

Trelill Holy Well

Members considered the award of a donation towards the cost of the work currently being undertaken on Trelill Holy Well in Trewennack. Following discussion, Cllr Miss Nute proposed, Cllr Mrs Mitchell all in favour that the Clerk should contact Mrs Ann Preston-Jones of the Cornwall Historic Environment department with a view to identifying a project associated with the renovation of Trelill Holy Well which Wendron Parish Council sponsor up to the sum of £500.

Edgcumbe bus shelter

The Clerk reported that the construction of a replacement bus shelter on the A394 at Edgcumbe is complete.

Purchase of a defibrillator

Members considered the purchase and position of a defibrillator. Following discussion, it was agreed to defer making any decision about this matter to the next meeting.

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A notice-board for Edgcumbe

Members considered the purchase of a notice-board for Edgcumbe. Cllr Mitchell agreed to liaise with the church and residents of Edgcumbe to identify a suitable site and to report back to the next meeting

The gate into Wendron cemetery

The Clerk reported that the repair or replacement of the gate into Wendron cemetery is perhaps overdue. Following discussion, members agreed that the Clerk should seek quotations from suitably qualified wrought iron manufacturers.

15 PARISH COUNCIL MATTERS**Appointment of the Internal Auditor for the year to March 31, 2013**

Cllr Mrs Warren proposed, Cllr Mrs Mitchell 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 Parish Councillors

Members noted that the full Council lacks seven members. It was agreed to place advertisements on the notice-boards inviting expressions of interest in co-option onto the Council.

Local Maintenance Partnership

Members considered an invitation to renew partnership working with Cornwall Council with the offer of a grant of £4,979.00 (or 100% of the eligible costs whichever is the lower). In the year to March 31, 2013 Wendron Parish Council's costs for cutting Public Rights of Way amounted to £5,179.61 and a grant of £4,990.02 from Cornwall Council was claimed. Cllr Miss Nute 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 £500,000 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 £150,000 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)
 Capital Benefits £50,000
 Temporary Total Disablement £200pw

Sums Insured

Street furniture £73,488.63
 Playground equipment £16,292.56

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

Cllr Mrs Warren proposed, Cllr Mitchell seconded all in favour to insure Wendron Parish Council through Aviva and to pay the premium demanded of £909.38

Members noted that Wendron Parish Council will self-insure all its assets other than those listed on the schedule during the year to May 31, 2014.

16 PLANNING**Applications**

PA13/02216 Mr Ralph – Conversion of and extension to existing barn to form dwelling, construction of garage/store and change of use of field to domestic garden – Blackdown Barn, South Calvadrack. Cllr Mrs Warren 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.*

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PA13/02266 Mr Whittaker – Proposed replacement porch to South (front) elevation – Little Polmarth Farm, Carnmenellis. Cllr Mrs Warren proposed, Cllr Miss Nute seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA13/02782 Mr and Mrs I.Hocking – First floor rear extension – Melville House, Porkellis. Cllr Mrs Warren proposed, Cllr van den Berg seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA13/03002 Mr N Hicks – Formation of an agricultural/utility building and linking up of footpaths – Little Viscar, Carnkie. Cllr Mrs Warren proposed, Cllr Mrs Hook seconded and it was agreed that this application should be returned with the following observation *Subject to the requirement that proper provision is made for the disposal of rain-water both from the hard-standing and from the roof, Wendron Parish Council supports this application.*

Decisions

PA12/09399 WITHDRAWN (Construction of detached dwelling, domestic garage and associated works) – Land at The Old School, Wendron

PA12/11902 APPROVED (Construction of farm track) – Butteriss Farm, Edgumbe – *noted*

PA13/01172 APPROVED (Single- and two-storey extension to west elevation) – North Calvadvack Cottage, Polgear – *noted*

PA13/01522 WITHDRAWN (Installation of a straight-line cable wakeboarding system including two 9 metre towers with 160 metres of running cable between them along with the construction of a storage/reception building) – Stithians Watersports Centre, Menherion – *noted*

PA13/02200 Prior approval not req'd (Prior Notification for the construction of agricultural machinery store) – Tresowes Farm, Tresowes – *noted*

PA13/02576 REFUSED (Prior notification to erect building to dry wet forestry timber) – OS Field 1879, Lower Porkellis – *noted*

PA12/09399 WITHDRAWN (Construction of detached dwelling, domestic garage and associated works) – Land at The Old School, Wendron

17 REPORT OF CLERK AND CORRESPONDENCE

Western Power Distribution newsletter – *noted*

CC temporary road closure Rowes Lane April 29 – May 13 – *noted*

CC temporary road closure Crelly April 29 – May 13 – *noted*

Victim Support acknowledgement of and thanks for donation – *noted*

Information Commissioner confirmation of Renewal of Register Entry – *noted*

Cornwall and West Devon Mining Landscape World Heritage Site Management Plan 2013 – 2018 – *noted*

Clerks and Councils Direct newsletter – *noted*

Mr Binnie concerns about the possibility of future development of the solar farm at Edgumbe – *noted*

18 FINANCE

The Clerk presented Councillors with a statement of Wendron Parish Council's financial position as at May 13, 2013. A copy of that statement is attached to these minutes.

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, 2013 making no comments, observations or suggestions.

The Chairman drew members' attention to the requirement to review the Clerk's salary on an annual basis. It was noted that the Clerk is paid on a nationally agreed scale and that this has not been reviewed.

The following accounts were presented for consideration:

	GROSS	NET	VAT
J.P.Richards (Internal Auditor)	£ 250.00		
R.Pascoe and Sons (Jubilee stones)	£ 480.00	£ 400.00	£ 80.00
Eric and Jeff Bray	£ 78.00	£ 65.00	£ 13.00
Harlequin Design	£ 43.20	£ 36.00	£ 7.20
Roy Osgood (Bus shelter)	£ 4,250.00		

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R.Sanders	
Church & Graveyard 23/04	£ 190.00
Church (tidy, clear rubbish)	£ 60.00
Church (12/04)	£ 60.00
	total £ 310.00
Gareth Mitchell	
Cutting grass (10/04)	£ 130.00
Strim bus shelters	£ 26.00
Cutting grass (23/04)	£ 130.00
Strim bank bus shelters	£ 26.00
	total £ 312.00
Colin Chapman	
Salary (April)	£ 563.66
telephone	£ 23.24
office expenses	£ 146.91
travelling	£ 132.60
use of home	£ 25.00
	total £ 891.41

Proposed by Cllr Mrs Warren, seconded by Cllr Miss Nute all others in favour that the above eight accounts be paid.

The following receipts were noted

CC (CTS grant)	£ 1,096.00
HMRC (VAT refund)	£ 966.75
CC (Closed Churchyard)	£ 750.00
Robert Lawrence (Mr Giddings memorial)	£ 75.00
Pendle Funeral Services	£ 145.00

19 CHAIRMAN'S COMMENTS

Thanking members for their confidence and their support, the Chairman welcomed all Councillors and in particular Cllr Mrs Hook and Cllr Miss Nute to the new Council. She stated that she was delighted to see that the Council is considering a number of new projects and is looking forward to being a member of a progressive and pro-active body.

20 MATTERS FOR INCLUSION AT FUTURE MEETINGS

Mrs Moyle reported that the tyres dumped at Penmarth bridge are still there. The Clerk reported that this matter had been reported to Cornwall Council some while ago. CCllr Dr Jenkin agreed to pursue the issue with the relevant department.

DATE AND TIME OF NEXT MEETING

Monday June 10, 2013 at 7.30pm in Burras Community Hall.

Signed.....Chairman

Date.....

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