

# 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 9, 2016 immediately following the end of the Annual Parish Meeting.

<b>Present:</b>	Cllr Mrs S.Moyle (Chairman)	Cllr R.Maddern
	Cllr Mrs M.Warren	Cllr C.Mitchell
	Cllr N.van den Berg	Cllr Mrs D..Mitchell
	Cllr R.Ferris	
	Cllr A.Denton	Mr C.Chapman (Clerk)

Visitors: CCllr Dr Jenkin, Mr M.Endean, Ms N.Endean and Mr Perry.

The Chairman welcomed members and visitors to the Annual Meeting.

## 1 ELECTION OF CHAIRMAN

Cllr Mrs Warren proposed, Cllr Mitchell seconded, all others in favour that Cllr Mrs Moyle be elected to the Chair of Wendron Parish Council for the year 2016 – 2017.

## 2 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Mrs Moyle read aloud, signed and dated the statutory Declaration of Acceptance of the Office of Chairman of Wendron Parish Council for the year 2016 – 2017 in the presence of the Council and Clerk.

## 3 ELECTION OF VICE-CHAIRMAN

Cllr Mrs Moyle proposed, Cllr van den Berg seconded, all others in favour that Cllr Mrs Warren be elected to the post of Vice-Chairman for the year 2016 – 2017.

## 4 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Davidson, Cllr Mrs Hampton, Cllr Mather, Cllr Neary and Cllr Tremayne.

## 5 DECLARATIONS OF INTEREST

### in items on the agenda

Cllr van den Berg declared a disclosable pecuniary interest in Agenda item 18 (PA16/02768)

### of gifts (received as a result of being a member of the Council) of a value greater than £25

There were no declarations of gifts of a value greater than £25.

## 6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Cllr Mrs Warren proposed, Cllr Mitchell seconded, Cllr van den Berg and Cllr Maddern being absent from the last meeting abstained, all others in favour that the minutes of the meeting held on Monday April 11, 2016 are a true record and the Chairman signed them as such.

## 7 MATTERS ARISING AND NOT COVERED ELSEWHERE IN THIS AGENDA

Members noted a resident's request for support for the siting of a bus stop to serve Trelill Caravan Park. The Clerk was asked to contact First Buses about this matter.

## 8 PUBLIC PARTICIPATION

Ms Endean stated that she was present simply to seek the Parish Council's support for her Planning Application PA16/02768 for a new dwelling on land to the rear of Meadowside, Trewennack.

Chairman's initials.....

## 9 CORNWALL COUNCILLOR'S COMMENTS

CCllr Dr Jenkin reported that since the last meeting she has again been kept busy! She drew members' attention to the following matters

- the affordable housing scheme in Rame looks as if it may be decided using delegated powers, but there may be a problem with finance
- the Health Scrutiny Committee (of which she is a member) understands that the NHS has been making decisions without first informing the Committee. She would like to hear of any issues where it appears the NHS has taken decisions without properly consulting members of the public
- she has asked for the decision concerning access to HX1 to be made by the Strategic Planning Committee. The number of houses being built on what, in his report, the Planning Inspector referred to as being 'not as well connected as might be wished to Helston town centre or some of the services' (clearly by implication one in which future residents are likely to rely on motor vehicles) has increased by a third to 450 homes. Moreover, the Officer is relying on the applicants' figures which relate to traffic flows in 2006 and to the original figure of 340 homes. Additionally, the late-afternoon peak flow times used in the modelling are stated to be between 4.00pm and 5.00pm when, from observation, the true peak flow is between 5.00pm and 6.00pm
- the Multi-Academy Trust order has been approved and consultation will go ahead. (Cornwall's Local Education Authority is nowadays probably unable to support individual schools adequately.)
- a Cornish Language Project Officer has been appointed: he will be going into schools to introduce pupils to the language and will be looking at and recording place names – particularly the old names of farms and settlements.

## 10 POLICE REPORT

There was no report from the Police.

## 11 STANDING ORDERS

Cllr Mrs Warren proposed, Cllr van den Berg seconded, 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.

## 12 FINANCIAL REGULATIONS

Cllr Mrs Warren proposed, Cllr van den Berg seconded, all others in favour that Wendron Parish Council should re-adopt Financial Regulations last substantially revised in October 2014.

## 13 RISK ASSESSMENT

Cllr Mrs Warren proposed, Cllr van den Berg seconded, all others in favour that Wendron Parish Council should re-adopt the Risk Assessment document as last substantially revised in October 2010.

## 14 APPOINTMENT OF COUNCILLORS TO POSTS OF RESPONSIBILITY

Following discussion, it was agreed that the following posts should be the responsibility of the Councillors noted beside them

- Bank signatories – Cllr Mrs Moyle, Cllr Mrs Warren, C.F.P.Chapman (Clerk)
- Financial Scrutineer – Cllr Mather
- Planning – Cllr Tremayne
- Noticeboards –  
Cllr Mrs Warren (Burras, Carnkie and Wendron), Cllr van den Berg (Trewennack and Trevenen Bal), Cllr Davidson (Penmarth), Cllr Mitchell (Rame and Edgcumbe), Cllr Denton (Porkellis)
- Wendron Lawn Cemetery – Cllr Davidson
- Footpaths and bridleways – Cllr Maddern, Cllr Mrs Moyle
- Telephone kiosks – Cllr Tremayne and Cllr Denton
- Burras Community Hall – Cllr Mrs Warren
- Wendron Silver Band – Cllr Ferris
- Carnkie/Wendron Hall – Cllr Mrs Moyle
- Highways and public transport – Cllr Mitchell
- Carnkie Play Area weekly inspections – Cllr Mather
- Community Network Panel – Cllr Mrs Warren, Cllr Mrs Moyle

Chairman's initials.....

## 15 PARISH COUNCIL MATTERS

### Appointment of the Internal Auditor for the year to March 31, 2017

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.

### 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	£ 5,000,000	Limit of Indemnity
Employers Liability	£10,000,000	Limit of Indemnity
Officials Indemnity	£ 500,000	Limit of Indemnity
Libel and Slander	£ 500,000	Limit of Indemnity
Money Non-negotiable	£ 250,000	
Negotiable Money – Any Other Loss	£ 1,000	
Fidelity Guarantee	£ 150,000	Limit of Indemnity
Increased cost of working	£ 10,000	Limit of Indemnity
Loss of Revenue	£ 10,000	Limit of Indemnity
Commercial Legal Protection	£ 100,000	Limit of Indemnity
Office Equipment	£ 5,000	
Defibrillators and cabinets	£ 5,000	

Personal Accident (age 16-90)

Capital Benefits £100,000

Temporary Total Disablement £500pw

Keyman cover £400 per week up to a max of 26 weeks

Internet and e-mail £50,000

Crisis Management £10,000

Contract works £75,000

#### Sums Insured:

Street furniture £83,297.64 (1% rise)

Bus Shelters

Carnkie East 7,152

Carnkie Village 7,152

Penmarth 7,152

Crelly 6,826

Trewennack 6,500

Wheal Dream 6,944

Wendron 6,944

Burras 3,250

Porkellis 3,250

Rame Cross 3,250

Edgcumbe 7,152

Celtic Cross

Rame Cross 6,502

Wendron Cross 6,502

4 Boundary stones 3,640

Playground equipment £17,457.63 (1% rise)

1 slide 2,899

1 set swings 1,323

1 tower equipment 13,235

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

Cllr Mrs Warren proposed, Cllr Denton seconded all in favour to insure Wendron Parish Council through Hiscox and to pay the premium demanded of £910.16

Chairman's initials.....

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, 2017.

## 16 PARISH MATTERS

### Gateways at Rame/Edgcumbe

It was agreed to invite Ben Dickinson, Peter Tatlow and Andy Stevenson to the next meeting and to ask them to bring possible designs for gateways for Rame/Edgcumbe. Ideas advanced for discussion at that meeting included granite boulders inscribed with the village name, models of engine houses similar to those recently erected in Troon and for raised flower beds.

### Telephone boxes

The Clerk reported that the door of the Porkellis telephone box has been removed and taken away for repair. The 'Defibillator' glass panels have been delivered and are awaiting installation. The Clerk was asked to contact St Mawes Parish Council concerning the locking mechanism on one of their telephone boxes.

### The land at Carnkie

Members noted that the meeting to allow residents of Carnkie the opportunity to air their views on the future of this parcel of land will be held on Thursday May 26 at 6.30pm in Carnkie Village Hall. It was agreed that a volunteer to look after the telephone box in Carnkie should be sought at this meeting.

### Burras car-park

The Clerk reported that a load of road scalplings for repairs to the car-park in Burras has been delivered: he asked if he might ask Rex Andrew to spread and roll them. Cllr Mrs Warren proposed and it was agreed that Rex Andrew should be asked to spread the scalplings.

## 17 FINANCE

The Clerk presented Councillors with a statement of Wendron Parish Council's financial position as at May 9, 2016. A copy of that statement is attached to these minutes.

Members considered a request from the Helford River Children's Sailing Trust for financial help towards its work. It was proposed by Cllr van den Berg, seconded by Cllr Ferris, all others in favour that, under the terms of Section 19 of the Local Government (Miscellaneous Provisions) Act 1976, the sum of £100.00 be forwarded to the Helford River Children's Sailing Trust for financial help towards its work.

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, 2016 making no comments, observations or suggestions.

Parish Councillors considered the Statement of Assurance required for the Annual Return for the year ended March 31, 2016. Cllr Mrs Warren proposed, Cllr Ferris seconded, all others in favour that Wendron Parish Council should answer "Yes" to each of the questions posed by the Statement of Assurance which forms part of the Annual Return for the year ended March 31, 2016.

The Clerk presented the accounts for the year April 1, 2015 – March 31, 2016. Cllr Mitchell proposed, Cllr Denton seconded, all others in favour that Wendron Parish Council accepts and approves the accounts for the year April 1, 2015 – March 31, 2016.

Members noted both the requirement to review the Clerk's salary on an annual basis and his request that this review should be postponed for the year.

Members noted that, while working for the Council and as a result of an unknown person's malicious, criminal intent, Gareth Mitchell had severely damaged his mowing machine. Following discussion, Cllr Denton proposed, Cllr Ferris seconded all in favour that Wendron Parish Council should pay the excess on Gareth Mitchell's insurance.

The following accounts were presented for consideration:

		<b>GROSS</b>	<b>NET</b>	<b>VAT</b>
Gareth Mitchell				
Open Areas 03/04	130.00			
Bus shelters	26.00			
	total	£ 156.00		
R.Sanders				
Churchyards 15/04 & 25/04	250.00			
Trelill Well 15/04 & 29/4/	60.00			
	total	£ 372.00	£ 310.00	£62.00

Chairman's initials.....

Unicorn Restorations (telephone box)	£ 583.56	£ 486.30	£ 97.26
Eric and Jeff Bray	£ 200.00	£ 166.67	£ 33.33
J.P.Meadows (hosting website)	£ 150.00		
Colin Chapman			
Salary (April)	£ 1,033.00		
telephone	£ 30.10		
office expenses	£ 84.25		
travelling	£ 76.70		
use of home	£ 25.00		
	total	£ 1,249.05	

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

The following receipts were noted

R.E.Lawrence (Mr Lawrence - memorial)	£ 80.00
HM Revenue and Customs (refund of VAT)	£ 3,111.44
Pendle Funeral Services (Mr Johns)	£ 950.00

## 18 PLANNING

### Applications

PA16/02221 Mrs E.Cook – Replacement outbuilding – East Calvadvack, Carnmenellis. Cllr Mrs Warren proposed, Cllr Mitchell seconded all others in favour that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA16/02743 Mr A.Hutchings – Construction of replacement agricultural building – Lower Polgear Farm, Polgear. Cllr Denton proposed, Cllr Mrs Mitchell seconded all others in favour that this application should be returned with the following observation *Wendron Parish Council supports this application.*

*As an immediate neighbour of the applicant, Cllr van den Berg declared a disclosable pecuniary interest in the following Agenda item 18 (PA16/02768) and left the room*

PA16/02768 Ms N.Endean – New dwelling house – Land rear of Meadowside, Trewennack. Cllr Denton proposed, Cllr Mrs Mitchell seconded all others in favour that this application should be returned with the following observation *Wendron Parish Council supports this application.*

*Cllr van den Berg returned to the room*

PA16/03291 Mr and Mrs Thomson – Proposed conservatory extension to an existing domestic dwelling – 6 Roseline Estate, Carnkie. Cllr Mrs Mitchell proposed, Cllr van den Berg seconded all others in favour that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA16/03429 Mrs L.Smith – Outline planning application with all matters reserved: Demolition of garage and erection of dwelling – land adj Treweath, Trewennack. Cllr Mrs Warren proposed, Cllr Mrs Mitchell seconded all others in favour that this application should be returned with the following observation *Wendron Parish Council has strong reservations about this development. It believes that the proposal represents an over-development of the site; more particularly, that the planned access onto the A394 will be dangerous and that the lack of adequate on-site provision for parking together with the removal of existing on-site parking from Treweath will add to the congestion on the lane.*

### Decisions

PA16/00651 GRANTED (CAADs and LUs only) – Certificate of Lawful Development of Existing Use of formation of dwelling – 2 Bramble Edge, Halabezack, Porkellis

PA16/02461 APPROVED – Alterations and extensions to dwelling – Netley Farm, Boswin

PA16/03764 WITHDRAWN – Construction of 3 bed dormer bungalow using existing access – land adj Meadow Court, Rame Cross

## 19 REPORT OF CLERK AND CORRESPONDENCE

The Clerk stated that with reference to the Carnkie Play Area, Cllr Mather had reported that the hoof prints and the worn area below the steps to the climbing frame need attention as does the notice acknowledging the original financial support afforded to the project.

Chairman's initials.....

The Clerk further reported that Stuart Colman, the Farming Advisor to the Cornwall Wildlife Trust, had offered to speak to Councillors and members of the public at the next meeting concerning the work being done by the Trust with farmers and landowners within the parish of Wendron.

Mr Geoff Penhaligon, who is George Eustice’s representative in Cornwall, will be attending the next meeting and has offered to pass on any concerns from within the parish that our MP may be able to help with.

**Correspondence**

**Clerks and Councils Direct** newsletter – *noted*

**The Post Office** concerning Post Office services at Porkellis – *noted*

**20 CHAIRMAN’S COMMENTS**

The Chairman made no comments at this stage of the meeting.

**21 COUNCILLORS’ COMMENTS**

Cllr Mrs Warren reported that the Chapel at Burras has now closed and will be sold and further that the Trustees of the Community Hall are currently considering its future.

**22 MATTERS FOR INCLUSION AT FUTURE MEETINGS**

No matters for inclusion at future meetings were tabled.

**DATE AND TIME OF NEXT MEETING**

Monday June 13, 2015 at 7.00pm in Burras Community Hall.

Signed.....Chairman

Date.....

Chairman’s initials.....