

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 11, 2015 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 M.Nute
	Cllr R.Ferris	Cllr Mrs K.Hampton
	Cllr G.Gibson	Cllr A.Tremayne
	Cllr Mrs S.Hook	
	Cllr R.Maddern	C.F.P.Chapman (Clerk)

Visitors: CCllr Dr Jenkin and Mr Hampton.

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 2015 – 2016.

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 2015 – 2016 in the presence of the Council and Clerk.

3 ELECTION OF VICE-CHAIRMAN

Cllr Mrs Warren proposed, Cllr Tremayne seconded, all others in favour that Cllr Mrs Nute be elected to the post of Vice-Chairman for the year 2015 – 2016.

4 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr van den Berg, Cllr Davidson, Cllr Mrs Radbone and PCSO Fuller.

5 DECLARATIONS OF INTEREST

in items on the agenda

Cllr Mrs Hampton declared a personal and prejudicial interest in Agenda item 18 (PA15/03571)

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 Tremayne proposed, Cllr Mrs Hook seconded, Cllr Ferris, Cllr Mrs Hampton and Cllr Maddern being absent from the last meeting abstained, all others in favour that the minutes of the meeting held on Monday April 13, 2015 are a true record and the Chairman signed them as such.

7 MATTERS ARISING AND NOT COVERED ELSEWHERE IN THIS AGENDA

In answer to questions, the Clerk reported that he had reported damage to both the railings at Burras and the kissing gates on PROW 87.

8 PUBLIC PARTICIPATION

Mr Hampton stated that he was present simply to seek the Parish Council's support for Planning Application PA15/03571 for development at Lower Porkellis Farm.

Chairman's initials.....

9 CORNWALL COUNCILLOR'S COMMENTS

CCllr Dr Jenkin reported that since the last meeting she has been quite busy! Additionally

- the Cornwall Transport Plan was tabled at a recent full Council meeting. It has been split into two phases 2015 – 2018 and 2018 – 2025. All projects are being considered, but currently no capital schemes within the parish of Wendron are scheduled for work in the first phase. There is, however, some flexibility within the Plan
- consultations concerning the Cornwall Local Plan, the Case for Cornwall and the future of libraries are currently in progress
- a community event to promote the use of the Cornish language will be held at the Star Inn, Porkellis on a monthly basis.

Members noted that the static caravan at Little Halwin is being used whilst building work is in progress, that drainage pipes are in evidence at Polgear Cottage and that a date for the One Stop/Library consultations will shortly be forwarded.

10 POLICE REPORT

Through the Clerk, PCSO Brannigan reported that two crimes had been reported to the police during the month of April (one of driving a motor vehicle whilst above the alcohol limit and the other of criminal damage to property). He further reported that future reports will not include a breakdown of crimes in the Parish (crimes are recorded on www.police.uk) but that the Police will inform the Council of any crime trends or spikes and provide more general but relevant crime prevention advice. A Police Officer will continue to attend meetings if duties permit..

11 STANDING ORDERS

Cllr Mrs Nute proposed, Cllr Mrs Hook 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 Mrs Nute 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 Mrs Hook 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 below

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

15 PARISH COUNCIL MATTERS

Appointment of the Internal Auditor for the year to March 31, 2015

Chairman's initials.....

Cllr Mrs Nute proposed, Cllr Mrs Hook 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 a single member. The Clerk reported that he had received no expression of interest in co-option.

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 Mitchell proposed, Cllr Mrs Nute seconded all in favour to insure Wendron Parish Council through Hiscox and to pay the premium demanded of £872.34

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, 2015.

16 FINANCE

The Clerk presented Councillors with a statement of Wendron Parish Council's financial position as at May 11, 2015. 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, 2014 making no comments, observations or suggestions.

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.

The following accounts were presented for consideration:

	GROSS	NET	VAT
The Information Commissioner	£ 35.00		
Eric and Jeff Bray	£ 144.00	£ 120.00	£ 24.00
R.Sanders (Churchyards 08/04 & 22/04)	£ 250.00		
Euro Tool Hire (chipper at Penmarth)	£ 189.01	£ 158.40	£ 30.61
Gareth Mitchell			
Open Areas 03/04	130.00		
Bus shelters	26.00		
Open Areas 16/04	130.00		
Herbicide (Rame Cross)	13.00		
Tree work at Penmarth	117.00		
Carnkie play area	58.48		
Total	£ 474.48	£ 469.61	£ 4.87

Chairman's initials.....

Colin Chapman	
Salary (April)	£ 1,048.86
telephone	£ 21.38
office expenses	£ 44.94
travelling	£ 21.45
use of home	£ 25.00
	total £ 1,161.63

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

The following receipts were noted

HMRC (VAT refund)	£ 1,002.14
R.Pascoe (Mr Eddy)	£ 30.00

17 PLANNING

Applications

PA14/11848 Mrs J Herron – Outline planning for two affordable and two open market dwellings – land west of Hillington, Carnkie. Cllr Ferris proposed, Cllr Maddern seconded all others in favour that this application should be returned with the following observation *Wendron Parish Council supports the development of Local Needs Affordable Homes on this site and the consequent requirement for supporting cross-subsidy development. It would not support the use of the whole of this site for open-market development.*

PA15/00803 Dr R Donovan – Planning permission for 2nd floor extension – Osokosie, Trewennack. Cllr Tremayne proposed, Cllr Mrs Nute seconded all others in favour that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA15/03422 Mr & Mrs N Hayes – Proposed change of use from agricultural barn to residential dwelling & associated works – Bodilly Veor, Crelly. Tremayne proposed, Cllr Mrs Hook seconded all others in favour that this application should be returned with the following observation *Wendron Parish Council supports this application.*

As one of the joint applicants Cllr Mrs Hampton declared a personal and prejudicial interest in the following application and left the room

PA15/03571 Mr and Mrs M Hampton – Certificate of lawfulness for the existing use of dwelling without compliance with condition 9 (holiday accommodation only) attached to decision notice PA07/02041/F dated 31 August 2008 – The Barn, Lower Porkellis Farm. Cllr Mrs Warren proposed, Cllr Mrs Nute seconded all others in favour that this application should be returned with the following observation *Wendron Parish Council can neither support nor refute the statements contained within this application.*

Cllr Mrs Hampton returned to the room

Decisions

PA15/01561 Granted (CAADs and LUs only) – Application for lawful development certificate for an existing use (residential occupancy without complying with condition 5 in relation to decision notice W2/72/39770/F) dated 22.05.73 – Little Carthew, Wendron – *noted*

PA15/01676 APPROVED – Listed building consent for reconstruction of recently demolished gable end wall, re-introduction of missing roof and first floor structural timbers, replacing any found to be defective. Reintroduce missing roof slates and associated, whilst also replacing those to remaining section of roof and introduce thermal insulation to roof – Trelil Farm, Helston – *noted*

PA15/00973 APPROVED – Erection of a dwelling – land adj. to Tregarthen, Halwin – *noted*

PA15/01872 APPROVED – Proposed rear and side extension to existing domestic dwelling. Change of use from agricultural land to domestic garden – Halwyn Bungalow, Halwin – *noted*

PA15/02106 APPROVED – Formation of stable block – land adj. West Halabezack Farm, Porkellis.– *noted*

Correspondence

Property Chamber, Land Registration Division in the matter of a reference from HM Land Registry between Wendron Parish Council and (1) Tony Robins (2) Jessica Robins – *noted*

Mr George Commons Act (Section 38) concerning proposed construction work on Common Land CL239 (Carnkie Common) – *noted*

Chairman's initials.....

18 REPORT OF CLERK AND CORRESPONDENCE

The Clerk reported that it is his understanding that Wendron Parish Council may be bound by the terms of the Transparency Code for Smaller Authorities, though this is subject to clarification as to whether or not the annual precept is included in the calculation of the annual turnover.

Correspondence

Clerks and Councils Direct newsletter – *noted*

Peninsula Community Health newsletter – *noted*

19 CHAIRMAN'S COMMENTS

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

20 COUNCILLORS' COMMENTS

Cllr Mrs Warren reported that Cllr Ferris has produced a poster advertising the proposed Neighbourhood Plan, which seeks expressions of interest from members of the community. She estimates that there are some thirty sites within the Parish where this poster can be displayed and asked for volunteers to help distribute it.

It was noted that now the defibrillator is in place at Wendron Cricket Club further information about its location and accessibility should be available. The Clerk was asked to liaise with the Club about this matter.

In answer to a question. CCllr Dr Jenkin stated that any road-side hedges not trimmed at the moment will be left until August and after the nesting season.

Cllr Mrs Nute expressed her thanks to Cllr Tremayne and Cllr Mitchell for their support at a recent meeting with representatives of Wendron Football Club and the police. The current issues of noise, litter and retrieving the ball from neighbouring gardens all appear to have been resolved, but a further meeting has tentatively been arranged should the Club's commitment to these new arrangements wane.

21 MATTERS FOR INCLUSION AT FUTURE MEETINGS

No matters for inclusion at future meetings were tabled.

DATE AND TIME OF NEXT MEETING

Monday June 8, 2015 at 7.30pm in Burras Community Hall.

Signed.....Chairman Date.....

Chairman's initials.....