

WENDRON PARISH COUNCIL

www.wendronparishcouncil.org.uk

C.F.P.Chapman
Clerk to the Council
Chy Lean
St Keverne Road
Mawgan
Helston
Cornwall TR12 6AY

telephone 01326 221648
colinchapman@lineone.net

Minutes of the Annual Meeting of Wendron Parish Council held in the Community Hall, Burras on Wednesday May 9, 2018 immediately following the end of the Annual Parish Meeting.

Present:

Cllr Mrs S.Moyle (Chairman)	Cllr C.Mitchell
Cllr Mrs B.Borman	Cllr Mrs S.Neary
Cllr R.Durkin	
Cllr Mrs K.Hampton	Mr C.Chapman (Clerk)

Visitors to the meeting: CCllr Dr Jenkin, Mr and Mrs Jump, Mr Lea and Mr Mitchell.

The Chairman welcomed members and visitors to the Annual Meeting.

1 ELECTION OF CHAIRMAN

Cllr Mrs Neary proposed, Cllr Mitchell seconded and it was agreed that Cllr Mrs Moyle be elected to the Chair of Wendron Parish Council for the year 2018 – 2019.

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 2018 – 2019 in the presence of the Council and Clerk.

3 ELECTION OF VICE-CHAIRMAN

Cllr Mrs Moyle proposed, Cllr Durkin seconded and it was agreed that Cllr Mrs Neary be elected to the post of Vice-Chairman for the year 2018 – 2019.

4 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr van den Berg, Cllr Davidson, Cllr Ferris and Cllr Tremayne.

5 DECLARATIONS OF INTEREST

in items on the agenda

There were no declarations of interest in any items on the agenda.

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 Neary proposed, Cllr Mitchell seconded and it was agreed that the minutes of the meeting held on Monday April 9, 2018 are a true record and the Chairman signed them as such.

7 MATTERS ARISING AND NOT COVERED ELSEWHERE IN THIS AGENDA

Cllr Durkin reported the award from the National Lottery of a grant of £10,000 to Halwin Pre-School towards the purchase and installation of an outdoor classroom.

8 PUBLIC PARTICIPATION

Mr Mitchell stated that he was present to seek the Parish Council's support for Planning Application PA18/03299 for extensions to Moorland View House. He explained that there are three elements to the application: the creation of a slightly larger conservatory, the re-configuration of the room above the garage (for which there is extant permission) and the construction of a summer-room at the rear of the house.

Chairman's initials.....

Mr Jump said that he and his wife were present to ask if there is anything that can be done to slow traffic as it passes through Penmarth. If a speed limit cannot be imposed he suggested that thought should be given to the installation of warning signs. One suggestion that was made involved moving the village sign a little further to the east and adding the words 'Please drive carefully through our village'.

Mr Lea of Viscar Lodge outlined his plans for the establishment of a wild-life area on fields which he owns in Carnkie. This will include the creation of ponds and a wild-life tower. He invited anyone interested to call in when he would show them what he intended.

9 CORNWALL COUNCILLOR'S COMMENTS

CCLlr Dr Jenkin reported that

- notifications of potholes on roads in Cornwall are currently being received by Cormac at the rate of one hundred a day. Possibly unsurprisingly, the Highways Authority is struggling to meet its target of repairing reported potholes in rural areas within seventy-two hours. Cormac does however have the use of three state-of-the-art vehicles that can do the necessary job quickly and effectively
- each Community Network area now has access to a Highways' pot of £50,000. In Helston and the Lizard the intention is to use this money to fund those projects identified in the emerging Traffic Regulation Order. Nevertheless, she thought it might be worthwhile, even at this late stage, to ask for the inclusion of yellow no waiting lines at the bus-stop pull-ins in Rame
- the Council may like to consider making the case for individual buildings to be included on the register of Assets of Community Value
- the foundations for the new Wendron Pre-School building are now in place and it is anticipated that construction will commence during the summer holiday
- she does not approve of the fact that Cornwall Council's Capital Reserve is being used to build roads to ensure large-scale development, for example at the Duchy development in Newquay. Similarly, the Council intends funding capital projects for use by the community on land being developed commercially in Truro. In such instances she feels the developers should be required to underwrite the associated costs.

10 STANDING ORDERS

Cllr Mrs Moyle proposed and it was agreed 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. It was further agreed that Standing Orders should be discussed with a view to revision at the meeting in June.

11 FINANCIAL REGULATIONS

Cllr Mrs Moyle proposed and it was agreed that Wendron Parish Council should re-adopt Financial Regulations last substantially revised in October 2014. It was further agreed that Financial Regulations should be discussed with a view to revision during the course of the coming year.

12 RISK ASSESSMENT

Cllr Mrs Moyle proposed and it was agreed that Wendron Parish Council should re-adopt the Risk Assessment document as last substantially revised in October 2010. It was further agreed that the Risk Assessment document should be discussed with a view to revision during the course of the coming year.

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 beside them

- Bank signatories – Cllr Mrs Moyle, Cllr Davidson, C.F.P.Chapman (Clerk)
- Financial Scrutineer – it was agreed that the Clerk and the Internal Auditor between them are more than capable of making sure that the accounts are kept properly
- Planning – Cllr Mrs Moyle
- Neighbourhood Plans – Cllr Mrs Neary, Cllr Ferris
- Noticeboards –
Cllr Davidson (Penmarth), Cllr Mitchell (Rame and Edgcombe), Cllr Mrs Hampton (Porkellis)
Cllr van den Berg (Trewennack and Trevenen Bal), Cllr Mrs Borman (Burras, Carnkie and Wendron)
- Wendron Lawn Cemetery – Cllr Davidson
- Footpaths and bridleways – Cllr Mrs Hampton, Cllr Durkin, Cllr Mrs Moyle
- Telephone kiosks – Cllr Neary

Chairman's initials.....

- Burras Community Hall – vacant
- Carnkie/Wendron Hall – Cllr Mrs Borman
- Highways and public transport – Cllr Durkin
- Carnkie Play Area weekly inspections – Cllr Stevens
- Community Network Panel – Cllr Mrs Moyle, Cllr van den Berg
- Donations and Grants – Cllr Davidson
- Defibrillators – Cllr Stevens

14 PARISH COUNCIL MATTERS

Appointment of the Internal Auditor for the year to March 31, 2019

Cllr Mrs Moyle proposed, Cllr Mrs Neary 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

Chairman's initials.....

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 Moyle proposed and it was agreed to insure Wendron Parish Council through AXA Insurance UK plc and to pay the premium demanded of £988.17

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.

Wendron Lawn Cemetery

Members considered an offer from Mr Chris Bond to site a granite bench in memory of his wife in the Lawn cemetery against the southern hedge. Expressing his thanks for this very generous offer Cllr Mrs Moyle proposed and it was agreed that Wendron Parish Council should accept Mr Bond's kind offer.

15 PARISH MATTERS

A defibrillator for Menherion

Members considered a request from the residents of Menherion to underwrite the capital cost of a public access defibrillator. Following a brief discussion Cllr Mr Moyle proposed and it was agreed that Wendron Parish Council should install a defibrillator unit for use whenever necessary on an exterior wall of the Golden Lion.

Footpath along the southern causeway of Stithians Lake

The Clerk reported that Cornwall Council has asked the Council to identify what it feels is the most appropriate route for the proposed footpath along the southern causeway and it was agreed that this should be done informally following the end of the meeting.

16 FINANCE

The Clerk presented Councillors with a statement of Wendron Parish Council's financial position as at May 9, 2018. A copy of that statement is attached to these minutes.

Members considered a request from Victim Support for help with funding the cost of the work done to support victims and witnesses of crime in Cornwall. It was proposed by Cllr Mrs Neary, seconded by Cllr Mrs Borman and it was agreed that, under the terms of Section 142(2A) of the Local Government Act 1972, the sum of £100 be forwarded to Victim Support to help fund their work in Cornwall.

Members considered a request from Mr Henry Wedlake for financial help towards the cost of a mining trip to South Africa to gain experience in shaft sinking relevant to the mining engineering course he is presently undertaking. Following considerable discussion, it was agreed that under the terms of Section 137 of the Local Government Act 1972, the sum of £50 be forwarded to Mr Henry Wedlake.

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, 2018 making no comments, observations or suggestions.

Parish Councillors considered the Statement of Assurance required for the Annual Return for the year ended March 31, 2018. Cllr Mrs Moyle proposed, Cllr Mitchell seconded and it was agreed 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, 2018.

The Clerk presented the accounts for the year April 1, 2017 – March 31, 2018. Cllr Mrs Borman proposed, Cllr Durkin seconded and it was agreed that Wendron Parish Council accepts and approves the accounts for the year April 1, 2017 – March 31, 2018.

The following accounts were presented for consideration:

	GROSS	NET	VAT
J.P.Richards (Internal Auditor)	£ 273.50		
Eric and Jeff Bray Garden Services	£ 75.00	£ 62.50	£ 12.50
R.Sanders (March and April)			
Churchyards	£ 746.00		
Trelill Well	£ 30.00		
Open spaces	£ 613.00		
total	£ 1,666.80	£ 1,389.00	£ 277.80

Chairman's initials.....

Colin Chapman		
Salary (April)	£ 1,072.04	
telephone	£ 28.95	
office expenses	£ 69.86	
travelling	£ 13.65	
use of home	£ 25.00	
	total	£ 1,209.50

Proposed by Cllr Durkin, seconded by Cllr Mrs Neary and it was agreed that the above four accounts be paid.

The following receipts were noted

Pendle Funeral Services (Mr Kendall)	£ 585.00
Pendle Funeral Services (Mrs Dower)	£ 370.00
HM Revenue and Customs (refund of VAT)	£ 4,133.75
Mrs Bettridge (Walks Booklet)	£ 5.00
Pendle Funeral Services (Mrs Osborne)	£ 1,170.00
Robert Lawrence (Mrs Bond)	£ 80.00

17 PLANNING

Applications

PA18/02822 Mr L.G.Duffy – Proposal new dwelling – land adj Butteriss Cottage, Edgumbe. Cllr Mitchell proposed, Cllr Mrs Neary seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council notes that the application is for a local needs affordable home for use by a long-term resident of the village and strongly supports it.*

PA18/02847 Mr and Mrs Drew – Construction of a single dwelling to the land adjacent to Mallow Court, Helston – land adj to Mallow Court, Wendron. Cllr Mrs Borman proposed, Cllr Mrs Neary seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA18/03129 Ms S.Parker – Conservatory – Monkeys Inn, Halwin, Porkellis. Cllr Mrs Moyle proposed, Cllr Mrs Neary seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA18/03198 Mr Young – Barn conversion to form single dwelling and replacement building to house pumping station – Boquio Farm, Farms Common. Cllr Mrs Moyle proposed, Cllr Mitchell seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA18/03299 Mr J.King – Proposed extensions to provide additional bedroom, living room and games room – Moorland View House, Carnmenellis. Cllr Mrs Moyle proposed, Cllr Durkin seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council has concerns about the proposed design and more particularly the use of cedar cladding which it does not consider appropriate within the context of the neighbourhood. Nevertheless, it supports the application in principle.*

PA18/03351 Ms C.McShane – Construction of a new extension with garage underneath and replacement balustrade & improvements to existing balcony – Tree House, Penmarth. Cllr Mrs Moyle proposed, Cllr Mrs Neary seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA18/03460 Mr and Mrs P.Cockerham – Application for removal of conditions 3-5 and variation of conditions 11 and 16 in respect of decision notice PA17/08483 – Sharwood, Lezerea, Porkellis. Cllr Mrs Moyle proposed, Cllr Mrs Neary seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

PA18/03809 Mr and Mrs Butler – Conversion and extension of barn to form a new dwelling – Redundant Barn, Carnkie Farm, Carnkie. Cllr Mrs Durkin proposed, Cllr Mitchell seconded and it was agreed that this application should be returned with the following observation *Wendron Parish Council supports this application.*

Decisions

PA18/00541 APPROVED – Application for the demolition of existing timber storage building and construction of two storey building with garage at lower ground level and two bedroom apartment at upper ground floor level – Sycamore Cottage, Tolcarne Lane, Burras – *noted*

Chairman's initials.....

PA18/01445 APPROVED – Change of use of The Ash House and The Alder House from holiday letting to full residential – The Ash House and The Alder House, Little White Alice, Calvadnack, Carnmenellis – *noted*

PA18/01535 APPROVED – Enhanced toilet facilities for existing tearoom – The Homestead, Crelly – *noted*

PA18/01702 APPROVED – To erect two cattle sheds (mirror image of each other) approx. 14m x 6m each and associated yard – Retanna Farm, Penryn – *noted*

PA18/01999 APPROVED – First floor timber framed extension and installation of rooflights – Halcot, Porkellis – *noted*

PA18/02028 APPROVED – Proposed extensions and alterations to Crelly Farmhouse – Crelly Farmhouse, Trenear – *noted*

PA18/02285 APPROVED – Proposed single storey extension and formation of detached double garage – Barn 2, Whitegates, Retanna – *noted*

PA18/02542 APPROVED – Replacement side/rear extension, separate side extension and alterations to existing dwelling – Carnebone Farmhouse, Laity – *noted*

PA18/02846 APPROVED – Demolition of existing extension and outbuilding and construction of a two storey extension, sunroom and single garage/store. Proposed Juliet balcony on the north elevation – Salena Cottage, Church Town, Wendron – *noted*

18 REPORT OF CLERK AND CORRESPONDENCE

Correspondence

Carmenellis Churchyard Preservation Committee acknowledgment of and thanks for donation – *noted*

Clerks and Councils Direct newsletter – *noted*

19 CHAIRMAN'S COMMENTS

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

20 COUNCILLORS' COMMENTS

Cllr Mitchell reported concerns that the footpath from the new estate at Rame leads directly on to the road and asked whether Coastline might be encouraged to site a chicane barrier to avoid the obvious danger.

Cllr Mrs Hampton reported that

- the footpath sign pointing through National Trust land at Tyack's Shaft is still on the ground
- she has been asked quite what is happening about the planning enforcement issues at Poldark Mine.

21 MATTERS FOR INCLUSION AT FUTURE MEETINGS

No further matters for inclusion at future meetings were tabled.

DATE AND TIME OF NEXT MEETING

Monday June 11, 2018 at 7.00pm in Burras Community Hall.

Signed.....Chairman

Date.....

Chairman's initials.....