

Minutes of the Annual General Meeting of Gwinear-Gwithian Parish Council held on Monday 14th May 2012 at Gwithian Church Hall commencing at 7.00 pm.

<u>Present</u>	Councillors	D Cupples	T Homes
		R Marks	Mrs S Negus
		L Pascoe (Vice-Chairman)	B Pocock (Chairman)
		M Roberts	S Rowe
<u>Others present</u>		PC John Fulker	
		Mrs Vida Perrin, Clerk to the Council	

1. Routine matters

- a) Apologies. Apologies were received and accepted from Cllr Tovey, Slade-Elmes, Young and Crocker.
- b) Members to declare personal and prejudicial interests (including the details thereof) in respect of any items on the Agenda. No declarations were made.
- c) Public Participation. Cllr Negus raised the issue of motorbikes using a field at the end of Reawla. PC Fulker said that he had received details from the Clerk on the problem and would be visiting the owner of the field in due course. He advised that if the activity was found to be offensive to local residents, the Police could issue a notice on the occupiers and urged local residents to contact the Police direct when the issue arises again so they can attend the scene.

Cllr Homes arrived at this point

2. Annual matters

- a) To elect a Chairman and to receive the Declaration of Acceptance of Office. RESOLVED that Cllr Pocock be elected Chairman and sign the Declaration of Acceptance of Office.
- b) To elect a Vice-Chairman. RESOLVED that Cllr Pascoe be elected Vice-Chairman and sign the Declaration of Acceptance of Office.
- c) To elect, as considered necessary, the following Committees and Officers of the Parish Council:
The Chairman and Vice-Chairman ex officio shall be members of every committee
Committees for projects of the Parish Council:
 i) Parish Plan Committee: Cllrs Negus, Pocock, Slade-Elmes, Rowe, Roberts, Homes & Crocker co-opted non-councillor members – Mr Ray Tovey
Officers of the Parish Council:
 Rights of Way Officer: Cllr Rowe
 Health & Safety Officer: Cllr Marks
 Financial Auditing Councillor: Cllr Crocker
 Financial Auditing Councillor: Cllr Slade-Elmes
 Cemetery & Allotment Officer: Cllr Rowe
- d) **Representatives to Outside Bodies:**
- i) Gwithian Green Advisory Group: Cllr Roberts & Cllr Pocock
 - ii) Connor Downs Residents Association: Cllr R Marks
 - iii) Gwinear Hall Committee: Cllr Pascoe
 - iv) Gwithian Residents Association: Cllr Homes
 - v) Towans Partnership: Cllr Roberts
 - vi) Hayle Day Care Centre Trust: Cllr Marks
 - vii) Hayle Area Plan Partnership: Cllr Slade-Elmes
 - viii) Rural Transport Partnership: Cllr Young
 - ix) Penwith Access and Rights of Way Forum: Cllr Marks
 - x) Over 50's Forum: Cllr Mrs Slade-Elmes
 - xi) Walkers are Welcome group – Vacant
 - xii) Cornwall Council Beach Management Advisory Group – Cllr Homes
 - xiii) Community Network Panel – Cllr Pocock with Cllrs Marks & Slade-Elmes as substitutes
 - xiv) Pen Tye Residents Association – Cllr Slade-Elmes & Cllr Roberts
 - xv) Community Action Through Sport – Cllr Cupples
- e) To consider Annual Subscriptions to the following:
- | | |
|---|--------------------|
| i) Open Spaces Society - £40.00 | ii) SLCC - £197 |
| iii) Campaign to Protect Rural England - £29.00 | iv) CALC - £657.45 |
| v) Gwinear & District Footpaths & Bridleways Association - £25.00 | |

RESOLVED: that the Council continues to hold membership for all the subscriptions in 2012/13

- f) To confirm dates for Parish Council Meetings for the ensuing year. **RESOLVED that the meeting dates are confirmed.**

3. Presentation

- i. Anthony Bassett, Development Manager, Ocean Housing, gave a brief presentation regarding the delivery programme for the Ocean Housing Scheme, Horsepool Road, Connor Downs. Mr Bassett advised that the scheme was now out of the ground and scaffold would be going up in the next couple of weeks and that the project should be finished by March next year. Mr Bassett advised that the planting scheme for the front section of the project was currently with Cornwall Council. Mr Bassett advised that they had managed to donate some top soil to the Horsepool project on behalf of the CDRA and said that if they required any further help to let him know.
- ii. Cllr Homes said that he was disappointed that Ocean Housing had decided not to fit the solar paneling to this project and Mr Bassett said that he would look in to the reasons for this.
- iii. Cllr Pocock advised that some of the section 106 money they will receive later on this year may be used on traffic calming at Connor Downs and asked if this was something Ocean could be involved in. Mr Bassett said that he would pass the details of their Highway team to the Clerk for further liaison. The Chairman thanked Mr Bassett for his presentation.

4. Minutes

- a) To confirm the Minutes of the Ordinary Meeting of the Parish Council held on 30th April 2012. **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting.
- b) Business arising from the Minutes.
22/009 (5e) - PA11/07532 - AMENDED PLANS – Change of use from signwriting workshop to form 4no. residential units - 1 Turnpike Road, Connor Downs, Hayle, Cornwall TR27 5DT – Mr & Mrs O'Dell. *Planning zone Officer – Cllr Cupples*. The Clerk circulated the reply from the Planning Officer on the Parish Council's comments from the last meeting. The meeting **RESOLVED** to ask again for the application to be discussed at Committee level due to the concerns raised previously and to add the following:-
- i. The Parish Council does not oppose redevelopment of the site although we do feel that the loss of the commercial aspect is unfortunate.
- ii. The Parish Council does feel that the scale and design of the proposal is not in keeping with the village generally and the site would be more suited to two bungalows.
- iii. The village of Connor Downs has had its fair share of large scale development in recent years, Ocean development (25 houses), THF development (12 houses) and the 4 new dwellings outside of the surgery to name just a few.
- iv. The Parish Council would also like to note that any development would not be looked upon favourably by this Parish Council unless at least 50% of the development was for affordable housing or a suitable equivalent financial contribution was agreed and that this contribution be fed back for the benefit of the Parish.

5. Reports

- a) Report from the Police Neighbourhood Beat Manager.
- i. PC Fulker tabled his report for the month.
- ii. Cllr Marks advised that problems had arisen with young adults in Connor Downs park again late at night and PC Fulker said that he would keep an eye on the area
- iii. Cllr Pascoe advised that the fish and ship van at Reawla was parking on the opposite side of the road. The meeting felt this was due to the area opposite being very muddy. Cllr Roberts said that if the streetscape project was to go ahead the new pathway would stop this issue.
- iv. Cllr Homes advised that the playhouse at Gwinear Hall had been vandalized on a couple of occasions.
- v. PC Fulker said that he would be keeping an eye on the surf event planned at Gwithian on the 2nd June. He advised that Environmental Health can now object to a TEN for an event as well as the Police now. PC Fulker advised that Hayle Police were now on Twitter and anyone could follow them via @Haylepolice. PC Fulker advised that he had discussed the idea of holding a Police surgery at the Parish Council office once a week with the Clerk and the meeting agreed this was an excellent idea. PC Fulker advised they hoped to hold an open session on the 30th May at 10am.
- b) Verbal and Written reports from Parish Councillors/representatives.

i. Solar Planning Application-Churchtown – Cllr Homes advised that progress had been made with the applicant regarding the problems arising from the project. He said that work had started on the road and a timetable for the other issues had been suggested.

ii. CPO – The Clerk advised that she and the Chairman had met with the CPO’s manager to discuss the role. The manager had advised that the CPO now works for Cormac Solutions and it was unlikely that the CPO would be able to continue his role under the current arrangements. The Clerk advised that the manager had advised that they had to charge each man out at around £25 to include materials and the van. The Clerk advised that the manager had taken away the CPO’s worksheet and would price up the current arrangements. Once this has been received the Parish Council can look at all the options available, in the meantime the CPO will continue as normal.

6. Correspondence received

- a) English Heritage – Report on the Listing of the milestone at Connor Downs as part of the Cornish Milestones Project. Noted.
- b) Complaint letter received from a local resident regarding the use of Upton and Gwithian Towans by Horse Riders and the damage incurred as a result of this use. The meeting agreed to forward the information received from the Police on the matter.

7. To consider planning applications

- a) PA12/03397 - [Demolition of porch and conservatory and erection of a dining room extension and porch - 10A Gwithian Road Connor Downs Hayle Cornwall TR27 5EA](#) – Mr and Mrs Smith. *Planning Zone Officer – Cllr Pocock*. Cllr Pocock advised that the current conservatory was not in particularly good repair and warranted replacement. The replacement would be one storey and would not overlook anyone. He advised the replacement was of a similar scale and design as existing and could see no reason to object. RESOLVED that there is no objection.
- b) PA12/04016 - [Erection of a single storey extension - Navarac 96 Gwithian Towans Gwithian Cornwall TR27 5BU](#) – Mr Rodda. *Planning Zone Officer – Cllr Homes*. Cllr Homes advised that the changes for this application were minimal and that the replacement design was in keeping with existing with no extra windows or real loss of amenity space so in his opinion could see no reason to object. Cllr Homes did say that in line with TM8 he would prefer to see the use of natural materials rather than pvc but as the dwelling was already clad in pvc he understood why the extension would be the same. RESOLVED that there is no objection although the Parish Council would prefer to see natural materials only used at Gwithian Towans.
- c) PA12/03079 - [Alterations to dwelling - 75 Gwithian Towans Gwithian Cornwall TR27 5BU](#) – Mrs Ginner. *Planning Zone Officer – Cllr Homes*. Cllr Homes explained that this appeared to be a new application although application number PA10/03114 still seems to be pending a decision. The meeting RESOLVED to put forward the same views as raised on application no. PA10/03114 - to strongly object to the application as the proposals are out of keeping with the overall character of the area and are contrary to Policy TM-8 of the Local Plan. The extensions and alterations are not within the spirit of the design of the Towans and are visually unappealing and intrusive to neighbouring properties and from the public highway. We recommend that this application is discussed by the planning committee of Cornwall Council and that Councillors note Policy TM-8 when making their decision. The meeting agreed to get confirmation on the status of the previous application.

8. Other matters requiring decisions of the Council

- a) Receipts and payments: to approve the statement for the period ending on 14th May 2012 and the payments due.

1727	Martin Luck Group – supply of leaflets for website launch	252.00
1728	Cornwall Council – 2012/13 business rates for the Burial Ground	91.79
1729	Hall for Gwinear – Hall hire, Sat 14 th April 2012 (website launch)	10.00
1730	SLCC – Membership subscription 2012/13	197.00
1761	CALC – Membership subscription 2012/13	657.45
1762	Jewson – Cable clips	1.26
1763	Playsafety Limited – Annual 2012 RoSPA inspection, ESPF	79.20
1764	OfficeSMART – Stationery order 76099	42.24
1765	C A Mason – Leaflet delivery undertaken by Tina Baker (website launch)	50.00
1766	Gwinear & District Villages Assoc – May’s advertisement in Signpost	10.00

1767	Gwithian Church Hall – Hall hire for the 16/4/12; 27/4/12 & 14/5/12	45.00
1768	Shaw & Sons Ltd – Purchase of Burial Register	234.00
1769	Staff wages – Mrs V Perrin (Clerk)	1280.80
1770	Staff wages – Mrs C Thomson (Admin Assistant)	397.30
1771	HM Revenue & Customs – PAYE & NI	432.17

RESOLVED that the payments be accepted.

- b) To receive and approve the Income & Expenditure Statement for the last quarter of the 2011/12 accounts. The meeting RESOLVED to accept the last quarter of 2011/12 accounts.
- c) To receive and approve the Council's Statement and Financial Report for the year ending 31st March 2012 and complete the Annual Return Statement of Assurance. The meeting RESOLVED to approve the Council's Statement and Financial Report for the year ending 31st March 2012 and complete the Annual Return Statement of Assurance.
- d) To consider and approve the quotation received for the Parish Council's Insurance for the forthcoming year 2012/2013. The meeting approved the Insurance quotation for 2012/13.
- e) To review and approve the Parish Council's Asset Register & Inventory. The meeting approved the Parish Council's Asset Register & Inventory.
- f) To review and approve the Parish Council Risk Assessments. The meeting RESOLVED to approve the Parish Council Risk Assessments for the year.
- g) To approve payment of funds held on behalf of the Wall Village Hall Committee. The meeting RESOLVED to release the £2,249 back to Wall Village Hall Committee.
- h) To consider action required from the RoSPA Safety Report received for the Elizabeth Sampson Playing Field. The meeting agreed that the work could be carried out by the CPO and noted the report.
- i) To discuss Lanner Parish Council's request for support of their action for a judicial review of a planning permission granted by Cornwall Council for 25 local needs homes in their parish. The meeting agreed to note the letter.
- j) To consider and approve the Parish Council's subscription to internet banking. After a brief discussion the meeting RESOLVED to subscribe to internet banking within the rules and regulations of the parish Council's Financial Regulations and to alter those regulations to include internet banking.
- k) To discuss and approve the giving of a donation towards production costs for the Family Activity Trail guide. The meeting discussed the project and RESOLVED to put aside £300 from the Youth Reserve in principle for the project if the funds were required.

9. Late or urgent items not on the agenda

- i. Parish Trust – The Clerk had circulated a late item last week regarding the draft heads of terms for a Parish Trust. The Chairman outlined the document and advised the meeting that the main company setting up the Trust had agreed to pay the legal fees of up to £3000. The Chairman advised that he and the Clerk were due to meet with a solicitor regarding the way forward tomorrow. A discussion ensued and the meeting RESOLVED to accept the draft heads of terms and to allow the Chairman and Clerk to continue the discussion between the main company and the solicitor regarding the way forward with the Parish Trust.
- ii. Cllr Roberts advised he would be meeting with Gwinear School on the 21st May to discuss the way forward with the issue of parking outside the School.

10. Agenda items for future meetings

- a) Raised in public participation. These had been dealt with earlier in the meeting.
- b) Raised by members. None.
- c) Late items notified to the Clerk. None.

The Chairman closed the meeting at 9.05pm.