

Minutes of the Parish Plan Implementation Committee Meeting of Gwinear-Gwithian Parish Council held on Monday 18th March 2013 at Unit 3 Bosproval Farm Business Units, Penhale Road, Carnhell Green, commencing at 7.00pm.

Present

Cllr Pocock (Acting Chairman), Negus, Pascoe, Crocker, Roberts, and Homes

Others present

Mrs Claire Thomson, Administration Assistant

1. Routine matters

- a) Apologies for absence. Apologies were received from Cllr Rowe, Slade-Elmes and Mrs Vida Perrin (Clerk). *Cllr Pocock took the Chair in the absence of Cllr Rowe.*
- b) Members to declare personal and prejudicial interests (including the details thereof) in respect of any items on the Agenda:
 - (i) *Cllr Pascoe declared that "In commenting on any item on this agenda I should make it clear that my comments are based on the information currently available and do not commit me to taking the same position if the matter is discussed at Cornwall Council and full information is available".*
- c) Public Participation. There were no members of the public present.

2. Minutes

- a) To confirm the Minutes of the Parish Plan Implementation Committee Meeting of the Parish Council held on 19th November 2012; Cllr Homes proposed the motion to accept the minutes as a true and accurate record of the meeting; this was seconded by Cllr Roberts; in voting, all were in favour; the proposal was RESOLVED.
- b) Business arising from the Minutes; none.
- c) To note the record of the Parish Plan Implementation Committee Meeting held on 4th February 2013 (there is no formal Minute as the Meeting was not quorate); record noted.

3. Parish Plan Review

- a) At the previous meeting it was felt the review of the Parish Plan and the formation of a Neighbourhood Development Plan (NDP) should be looked at in tandem, possibly with the production of 2 documents – an NDP incorporating Parish Plan objectives that lend themselves to “planning policies” and a “Community Plan” to include the more community based Parish Plan objectives and activities; both documents should compliment each other.
- b) The principle of bringing together the NDP and the Parish Plan was agreed, although in the form of one document with two chapters (so to speak), although taking into consideration the process of bringing a NDP to adoption, it was felt there is a need to keep the NDP section quite pure and simple and relate it purely to “planning,” (to include the planning objectives), with the “place making” section (as a second chapter) being more descriptive and containing the more community aimed/led objectives. The Meeting asked if the Clerk could bring this proposal to Full Council for consideration; Claire to action.
- c) Issues of how to write this two-in-one document, and the funding for its creation, were raised. It was felt a consultant/graphic designer should be sourced to assist Cllrs in pulling the review together in a way that is descriptive and visually pleasing; Claire to contact other Town/Parish Council’s to ascertain a list of consultants used locally.

4. To discuss the priorities of the Parish Plan and update the objectives

- i. **Objective 2: Introduce community clean-up action days in partnership with statutory providers**
 - i. Cllr Roberts advised that he has approached a number of different parties in the community, with a view to setting up a group to take forward improvements to Reawla Park; just a few more volunteers are required. Once achieved, and legal issues pertaining to land and boundary issues are resolved (currently being investigated by the Clerk), a Reawla Park / community clean-up day, will be arranged.
 - ii. Cllr Homes advised that the Gwithian Towans Community Group held a beach clean-up event, which was advertised on the Parish website. He also advised of his intention to discuss the arrangement of a future clean-up event with the Connor Downs Residents Association (CDRA).
 - iii. Cllr Homes also mentioned that litter is often a problem along the main road from Loggans Roundabout to and through Upton Towans; it would be difficult to arrange a clean-up day for this area. The Clerk to be asked if the Community Pride Officer (CPO) could undertake a litter-pick

sweep of the area; Claire to action.

Note: It is Cornwall Council's duty to maintain the highway; CPO to drive through regularly and report when/where necessary.

- ii. **Objective 4: Establish a Parish Trail in order to promote Gwithian Green and other community amenities**
 - i. The Family Activity Trail guide has been printed; Claire has written to local schools and businesses to introduce the guide and to ask if they would be happy to hold a supply for customers/parishioners/visitors to freely take. A number of positive comments (and 1 no. negative, see item ii below) have been received. Cllrs are to distribute the guides prior to Easter; and a press article launching the Family Activity Trail is planned for the 28th March 2013.
 - ii. The Clerk has received an email from a local business raising concern with the accuracies of the guide; the meeting felt any errors or misrepresentation concerns should be looked at (and addressed) when the guide is due for reprinting. Clerk to be advised; Claire to action.
- iii. **Objective 7: Protecting and preserving our heritage and our community assets**
Renovation of Cornwall Council's fingerposts:
 - i. Claire has contacted a number of different companies with regard to the funding of this project; regretfully on most occasions the project has failed to fulfill the funding criteria. However, an application to the Ironmongers Company can to be made (deadline 31st March 2013), for the repair/restoration of the Connor Downs and Carnhell Green signs (the sign at Reawla can not be included as it is of an aluminium construction and not cast iron). The CDRA has agreed to make the application on the Parish Council's behalf. The way forward with this project will depend on the outcome of this application and will be discussed next time.
- iv. **Objective 9: Preparation of Village Design Statements; superseded now by Neighbourhood Planning**
 - i. Cllr Pocock provided feedback on the presentations given to date by David Hawes, the Design Consultant undertaking a design appraisal of Gwithian Towans, which will form part of the NDP. Once completed, the Parish Council will need to apply for more funding to take the NDP to the next step.
 - ii. Cllr Homes advised that confirmation of the mandated candidates for the neighbourhood forum was awaited. Once known, terms of reference will be agreed and then work can be allocated.
 - iii. Cllr Roberts questioned whether sufficient funding could be secured for an appraisal of the remaining Parish, given the cost of the appraisal for Gwithian Towans. Cllr Pocock opined that once the Council had experienced first hand this appraisal, it may be that David Hawes could be asked to assist on a more advisory level.
- v. **Objective 10: Explore the potential for the Parish Council to engage in housing development schemes for affordable homes.**
 - i. The possible housing scheme in Reawla – the Parish Council is to be given an update at their next meeting on the 25th March 2013; no further action.
- vi. **Objective 13: Supporting local shops and local businesses: a Parish Directory**
 - i. Cllr Negus to forward her collated list of local businesses who may wish to be listed within the on-line "A-Z Yellow Pages" style Parish Directory. Once received, Claire will formally make contact.
Note: Businesses advertised in the CDRA magazine will also be contacted, as previously suggested by Cllr Crocker.
- vii. **Objective 14: To develop initiatives that build upon the tourism industry in the Parish in order to create benefits for the wider community.**
Parish Boundary Markers
 - i. Claire to obtain maps, indicate the proposed position of marker (locations as previously expressed) and discuss with Cornwall Council Highways (a) land ownership and (b) approval for siting. Landowners to be established if verges are not in CC ownership.
 - ii. Cllr Crocker is not supportive of granite boulders, preferring instead to see tasteful metal signage. The meeting agreed in the first instance for Claire to establish ownership and gain consent for the siting of a marker; the type of marker to be the subject of future agreement.
- viii. **Objective 15: To work collaboratively with Devon and Cornwall Police and with other partners to address problems of crime and anti-social behaviour in our community.**

- i. Reawla Riders - owing to matters outside the control of the Parish Council and Pen Tye Residents Association this project has been withdrawn.
 - ii. Cllr Roberts advised that traffic speeds appear to be reduced in the centre of Reawla, following the construction of the table-top / traffic calming measures.
 - iii. He also advised that he and Cllr Pascoe had met with Mike Peters of Cornwall Highways to discuss possible road improvements to address traffic concerns in Carnhell Green; Mike Peter's formal response is awaited. In addition, Mike Peters has put him in contact with Steven Ball to discuss speed visors. Calibrating issues relating to the visors may need to be addressed.
- ix. **Objective 19: Develop a Parish website.**
- i. The Website Management Group (WGM) will next meet on the 3rd April 2013; list of issues/updates/changes required to be brought to the meeting.
- x. **Objective 21: Establish a network of safe paces to walk and cycle throughout the Parish**
- i. No progress; item to be carried over to next meeting.
- xi. **Objective 25: Seek to establish and enhance village centres through improvements to the streetscape and traffic management schemes.**
Streetscape Reawla
- i. A number of outstanding issues remain, some of which have been raised to Cllrs by Parishioners, although the project, in the main, appears complete. The Clerk to be asked to email Highways to arrange a meeting on site to discuss these concerns; in the interim, a snagging list of outstanding issues needs to be compiled; Cllr Roberts to action.
- xii. **Objective 30: To expand our provision of recreational and play space, and embrace sporting activities, particularly those that can underpin our vision for a more connected community, and for engaging with our young people.**
Horsepool Road Project
- i. Cllr Homes advised this project was nearing completion; planting is the next stage and donations of plants have kindly been received. He has not been made aware of the CDRA's intention to approach the Parish Council for funding towards planting; Clerk to be asked to discuss this with them. The CDRA have rejected a proposal for commercial sponsoring.
- xiii. Reawla Park
- i. Cllr Pascoe provided an update of his meeting with the County Land Agent, Solicitor and County Cllr John Pollard, where the exchange in ownership of the park, to the Parish Council, was discussed.
 - ii. Circulated was a revised quotation from Cornwall Council to undertake surface repairs to the football pitch at Reawla Park (this had been revised to (a) reflect the approach taken by the football field working group at Gwinear Churchtown and (b) to include the cost of providing replacement goal posts.) After much discussion the meeting agreed in principle to the revised quotation and to use the "awards for all" grant for this purpose but asked if the Clerk investigate whether it would be possible to condition completion within a given timescale; Claire to forward to the Clerk for action.
 - iii. Discussion then followed on the impending closure of toilets in neighbouring Parishes; as for those located within the Parish at Gwithian Towans, it is the Parish Council's understanding that these are not on Cornwall Council's closure list, although this will be continued to be monitored.
- xiv. **Objective 31: To support and encourage the use of new technologies and practical measures that will reduce our energy consumption, as a positive response to the challenge of climate change.**
- i. Cllr Pocock advised the Cornwall Community Foundation's deadline for receiving grant applications for this year is the 26th March 2013; the Board of Directors for the Gwinear-Gwithian Sustainable Community Fund (GGSCF) will meet one month from this date to determine those applications. In future years GGSCF will recruit an advisory panel and will have either one or two application periods per year depending on funding allocation.
5. Any other business
- i. Cllr Homes was asked to seek clarification at the next CDRA meeting as to whether the list submitted by the CDRA on proposed infrastructure recommendations, was the definitive one for the Parish Council to take forward. Cllr Homes to action.

ii. Cllr Crocker asked why the Council Tax had increased; this is due to the increase in the Parish precept.

6. Next meeting

The next meeting is arranged for Monday 20th May 2013, at 7pm, at the Parish Council Offices. The Chairman closed the meeting at 8.45pm.