

Minutes of the Parish Plan Implementation Committee Meeting of Gwinear-Gwithian Parish Council held on Monday 20<sup>th</sup> May 2013 at Unit 3 Bosproval Farm Business Units, Penhale Road, Carnhell Green, commencing at 7.00pm.

Present

Cllr Rowe (Chairman), Pocock, Roberts, and Homes

Others present

Cllr Smith

Mrs Claire Thomson, Administration Assistant

1. Routine matters

- a) Safety procedure: The Chairman advised the meeting of the fire exits and asked that mobile telephones be switched off.
- b) Apologies for absence: Apologies were received from Cllr Slade-Elmes, Cllr Negus, Cllr Pascoe and Mrs Vida Perrin (Clerk).
- c) Members to declare personal and prejudicial interests (including the details thereof) in respect of any items on the Agenda: Nothing declared.
- d) Cllr Rowe welcomed Cllr Smith to the meeting.

2. To appoint a Chairman to the Committee

Cllr Pocock proposed the motion to appoint Cllr Rowe as Chairman to the Committee; this was seconded by Cllr Homes; in voting, all were in favour; the proposal was RESOLVED.

3. Public participation

There were no members of the public present.

4. Minutes

- a) To confirm the Minutes of the Parish Plan Implementation Committee Meeting of the Parish Council held on 18<sup>th</sup> March 2013; Cllr Pocock 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:
  - i. Cllr Rowe asked for an update on Reawla Park; Cllr Roberts advised that he was waiting for matters pertaining to the freehold of the Park to be progressed with Cornwall Council before arranging a community clean-up day. Cllr Pocock advised that Maxine Hardy (the Community Network Manager, for the Parish of Gwinear Gwithian) had indicated the Parish Council should receive notification from Cornwall Council on this matter within the next few weeks.
  - ii. With reference to the Community Network Team, Cllr Pocock advised that Cornwall Council had restructured this Service, and a Chandelle Randall would be replacing Maxine in the near future (Maxine is being transferred to the Helston Community Network Area). The meeting asked if the Clerk could ascertain how the hand-over was progressing and ensure early communication with the new Manager. (*Claire to action*)
  - iii. Cllr Homes expressed his disappointment that there was no consultation on the restructuring of this Service but noted the change had occurred during the election period and that maybe this was the reason why.
  - iv. Cllr Homes advised he will propose a clean-up day with the Connor Downs Resident's Association (CDRA) at their next meeting. (*Cllr Homes to action*)

5. Parish Plan Review

- a) Claire outlined the differing views of Marcus Healan (Cornwall Council) and Paul Weston (Locality) at the Parish Council's suggestion of reviewing the Parish Plan in tandem with the Neighbourhood Development Plan (NDP) - bringing together the NDP and the Parish Plan in the form of one document with two chapters – 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.
- b) After great discussion the meeting agreed with the views of Cllr Pocock and Homes that the two projects need to be looked at separately, with the NDP taking priority owing to funding pressures; efforts, therefore, should be concentrated on this first. Any objectives not included in the NDP could then be encompassed in the Parish Plan when its' review is undertaken (following the completion of the NDP).

The Neighbourhood Plan Steering Group (comprising of Cllr Pocock, Homes and Roberts) would take the lead in driving forward the NDP and would steer Project Teams (comprising of Cllrs, Community Groups and Residents from within the Parish) through each NDP objective. It was felt George Eustice MP should be involved through all processes.

- c) It was agreed the Neighbourhood Plan Steering Group would bring to the next PPIC meeting a framework of how the development of the NDP is to be approached. (*Cllr Pocock, Homes, Roberts to action*)
- d) It was agreed all current Parish Plan projects would continue to a conclusion. *Note: The Parish Plan Review will cease to be an agenda item until after the conclusion of the NDP.*
6. 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. As minuted under agenda item 4b; (*Cllr Roberts & Cllr Homes to action*)
- ii. **Objective 4: Establish a Parish Trail in order to promote Gwithian Green and other community amenities**
- i. The Family Activity Trail guides have been printed and distributed; project complete.
- iii. **Objective 7: Protecting and preserving our heritage and our community assets**
- Renovation of Cornwall Council's fingerposts:**
- i. Claire advised that the funding application to the Ironmongers Trust (made through the CDRA) had not been successful. However Jane Powning (Cornwall Council) has agreed to the following restoration measures, which could be achieved through funds set aside from the HAP grant:
- Connor Downs – Jane is using contacts to see if she can organise the casting of the replacement arm (cost in the region of £500) and has agreed for the remaining fingers and post to be wire-brush cleaned, primed and painted with Hamerite paint (primer, white gloss topcoat, with lettering/numerals picked out in black gloss); could ask CPO to undertake as part of his weekly hours within Parish at no additional charge to the Council (info the Clerk). Tom Marks (Cornwall Council Highways) has agreed to remove the sign from the highway and transport to the Parish Office.
- Carnhell Green – wire brush, prime and paint (primer, white gloss topcoat, lettering/numerals picked out in black) post and fingers; Listed structure – works agreed with Conservation Officer.
- Reawla Triangle – bolted repair to broken finger (already done) to be primed and painted, along with remaining fingers and post.
- Costs for the restoration of all three signs are anticipated to be in the region of £700 (£500 for the new arm, £200 for paint and sundries; labour – CPO as part of weekly hours or volunteers).
- The meeting supported these restoration measures; Cllr Roberts proposed the motion to make a recommendation to Full Council to reserve a further £400 from the HAP grant to complete this project (Note: £300 already reserved for the fingerpost project); this was seconded by Cllr Pocock; all were in favour; the proposal was RESOLVED. Cllr Rowe advised he would speak to Gwinear Farmers to ask if they would wish to sponsor the supply of paint. (*Cllr Rowe to action*)
- iv. **Objective 9: Preparation of Village Design Statements; superseded now by Neighbourhood Planning**
- i. As minuted under agenda item 5, Parish Plan Review.
- 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 – Cllr Rowe advised that, to his knowledge, the awaited percolation tests had been undertaken at the site but until a RSL (Registered Social Landlord) commits to the scheme, the development can not be progressed; no further action at present.
- vi. **Objective 13: Supporting local shops and local businesses: a Parish Directory**
- i. Cllr Rowe to ask Cllr Negus to forward to Claire her collated list of local businesses who may wish to be listed within the on-line “A-Z Yellow Pages” style Parish Directory.

- ii. Cllr Homes volunteered to pull together a list of businesses from the CDRA magazine and will ask the CDRA if they can add to it further using their local knowledge. Once received, Claire will formally make contact. *(Cllr Rowe & Cllr Homes to action)*
- 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 advised the meeting that she had written to Mike Peters (Cornwall Council Highways) enclosing photos and plans of potential sites, asking for (a) his guidance on how best to progress this project, (b) to ascertain ownership, and (c) to enquire what form and size of marker would be acceptable to him; response awaited. The meeting asked if the Clerk could ask Cllr Pascoe, in his capacity of Cornwall Councillor, to chase Mike Peters for a response. *(Claire to action)*
- 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. Cllr Roberts advised that the Clerk has found a Parish Council who operates a speed visor in conjunction with the Local Authority, so believes this could be achievable for the Parish of Gwinear-Gwithian; need to progress with the purchase. Whilst Cllr Homes felt Connor Downs residents would prefer a permanent speed visor for the village it was felt a mobile sign would be best so as to benefit the Parish as a whole.
  - ii. Cllr Roberts advised that little progression had been made with Carnhell Green's highway issues; the meeting asked if the Clerk could ask Cllr Pascoe, in his capacity as Cornwall Councillor, to approach Mike Peters (Cornwall Council Highways) for a response to their previous discussions. *(Claire to action)*
- ix. **Objective 19: Develop a Parish website.**
  - i. As a formal Management Group (WMG) has been set up, it was felt this project should be removed from future agendas. *(Claire to action)*
- x. **Objective 21: Establish a network of safe paces to walk and cycle throughout the Parish**
  - i. Cllr Roberts is still investigating the feasibility of creating a permissive path to link Rosewarne Park with Connor Downs; he agreed to speak with landowners to ascertain their initial views and will establish these first before taking any further forward. *(Cllr Roberts to action)*
  - ii. Gwinear School – the potential remains for a School car park through the Lanyon Farm solar farm development; a permissive path from Carnhell Green to the School has not yet been pursued.
  - iii. Cllr Homes advised that Prouts Lane in Connor Downs appears well used but is not maintained (Note: this is not an adopted path so is not part of the Local Maintenance Plan)
  - iv. Cllr Smith raised a highway safety concern for children, especially, walking from the Loggans Estate to Connor Downs School; there being no pavements or footpaths along the route of Treeve Lane / Bar Lane. It was asked that Cllr Smith include this on his list of infrastructure requirements, which is to be an agenda item for the next PPIC meeting.
- xi. **Objective 25: Seek to establish and enhance village centres through improvements to the streetscape and traffic management schemes.**

Streetscape Project, Reawla - Remedial repair work still being undertaken; no further action at present.
- 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 that this project was nearing completion; no further action at present.
  - Reawla Park
    - i. Not able to progress at present until the exchange in ownership of the park, to the Parish Council, is progressed. Cllr Homes agreed to discuss with the Parish Council's website provider, a means of displaying the Reawla Park Masterplan on the website. *(Cllr Homes to action)*
  - Ocean Housing Site, Connor Downs
    - i. The management and responsibility of the recreation area to the front of the new Ocean Housing Development was discussed; it was agreed Cllr Homes make contact with Anthony Bassett (Ocean Housing) to ascertain who is responsible for its upkeep. *(Cllr Homes to action)*

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 had been overwhelmed with applications; the Gwinear-Gwithian Sustainable Community Fund (GGSCF) should receive Charity Commission approval within the next six months.
- ii. Discussions then turned to the Community Infrastructure Levy (CIL) and the types of development that may incur community charges in the future. An item will be placed on the agenda for the next PPIC meeting to review the Community Needs Assessment document (undertaken by the Community Network Partnership a little while ago) and put together a list of infrastructure requirements not included within this document to take to Full Council for approval in preparation for when the CIL is adopted and brought into fruition. *(Claire to action agenda item; Cllrs to start collating list of required infrastructure measures within their wards)*

7. To discuss Councillor Pascoe's role on the PPIC and make a recommendation to Full Council  
The role of Cllr Pascoe on the PPIC, in his capacity as Cornwall Councillor, was discussed. The Chairman asked the meeting to be mindful of Cllr Pascoe's high level of commitments (on a personal level, as a Parish Cllr and as a Cornwall Cllr). Cllr Pocock suggested when constructing the agenda, we identify matters that would require his input and invite him if required; Cllr Homes opined that the likelihood was that at each meeting "something" would require Cllr Pascoe's input owing to the infrequency of meetings (once every two months); Cllr Roberts suggested discussing those topics requiring Cllr Pascoe's input at the beginning of each meeting, if necessary out of agenda order so as not to unduly detain him.

The consensus of opinion was to recommend to Full Council - that Cllr Pascoe be asked to attend each PPIC meeting, where possible, and to advise him in advance of the likely topics that would require his input and to discuss those items at the beginning of each meeting, if necessary out of agenda order so as to not unduly detain him; this was proposed by Cllr Roberts and seconded by Cllr Pocock; all in agreement; the proposal was RESOLVED.

8. Any other business
- i. Cllr Homes disseminated information that he had obtained from his attendance at the public exhibition for the proposed Mably Solar Farm development near Fraddam; this development would be locally owned and operated and would use local contractors where possible, except when specific expertise is required. A Community Trust Fund is to be set up to manage the community benefit; this is to be undertaken by Community Energy Plus.
  - ii. Cllr Smith was asked if he wished to be a member of the PPIC, to which he responded yes. Cllr Pocock then proposed the motion to recommend to Full Council the approval of Cllr Smith as a member of the PPIC; this was seconded by Cllr Rowe; all in agreement; the proposal was RESOLVED.

9. Next meeting  
The next meeting is arranged for Monday 15<sup>th</sup> July 2013, at 7pm, at the Parish Council Offices.

The Chairman closed the meeting at 9pm.