

Minutes of the Annual Meeting of Gwinear-Gwithian Parish Council held on Monday 12<sup>th</sup> May 2014 at the Hall for Gwinear, Gwinear commencing at 7.00pm.

<u>Present</u>	Councillors	A Crocker	J Crocker
		D Cupples	T Homes
		Mrs S Negus	L Pascoe
		B Pocock (Chairman)	M Roberts
		B Slade-Elmes	

Others present

Mrs Vida Perrin, Clerk to the Council  
 PC John Fulker  
 3 members of the public

1. Elect Chairman/Vice Chairman

- a) To elect a Chairman and to receive the Declaration of Acceptance of Office. Cllr Pascoe took the chair and advised that 6 nominations had been made for Cllr Pocock, a vote was taken that Cllr Pocock be elected a Chairman with all in favour. The proposal was RESOLVED.
- b) To elect a Vice-Chairman. Cllr Pocock took the chair and advised that 6 nominations had been made for Cllr Rowe, a vote was taken that Cllr Rowe be elected a Vice-Chairman with all in favour. The proposal was RESOLVED.

2. Routine matters

- a) Safety Procedure – The Chairman advised the meeting of the fire exits, location of toilets and asked that mobile phones be switched to silent during the meeting.
- b) Apologies for absence were received and accepted from Cllrs Rowe, Smith and Tovey.
- c) To receive personal and prejudicial interests (including the details thereof) and preapproved dispensations in respect of any items on this Agenda. There were no preapproved dispensations in respect of any items on this 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 when the matter is discussed at Cornwall Council and full information is available".*
  - ii. *Cllr Negus declared pecuniary interests in items 7a and 7j and took no part in the discussion or vote for those items.*
- d) Public Participation.
  - i. Mr Thurnell-Read felt that the openness of the location made it difficult for the hard of hearing and asked that the PC raise it with the management group.
  - ii. Mr Watson asked that the PC action the issue of speeding throughout Connor Downs as quickly as possible as in his opinion the situation had only become worse over recent years. The Chairman advised that the PC had commissioned a detailed traffic survey for the entire Parish on speeding and that costings were still awaited from Highways regarding the possible solutions to speeding issues in Connor Downs. Once the costings had been received consultation with the community would need to take place so that the PC was sure the public were happy with the plans. Mr Watson felt that sleeping policeman was always a good solution.

3. Annual matters

- a) To elect, as considered necessary, the following Committees and Officers of the Parish Council
 

Rights of Way Officer: Cllr Rowe	Health & Safety Officer: Cllr Cupples
Financial Auditing Councillor: Cllr Crocker	Financial Auditing Councillor: Cllr Slade-Elmes
Financial Auditing Councillor: Cllr Smith	Cemetery & Allotment Officer: Cllr Rowe

Representatives to Outside Bodies

- i) Gwithian Green Advisory Group (*usually meets quarterly Tuesday 10am*): Cllr Roberts & Cllr Pocock
- ii) Connor Downs Residents Association (*usually 4<sup>th</sup> Thursday of month 7.30pm-9.30pm*): Cllr Homes stepped down and the meeting agreed to ask Cllr Smith if he would be interested in representing the PC on the committee.
- iii) Gwinear Hall Committee: (*usually the last Tuesday of the month and start at 6.30pm*) Cllr Pascoe stepped down, it was agreed that the 3 Parish Councillors who were on the committee in a personal capacity consider 1 of them representing the Parish Council.
- iv) Gwithian Residents Association: (*as and when usually info sent via email*) Cllr Homes
- v) Towans Partnership: (*usually quarterly on a Wednesday at 10am*) Cllr Roberts
- vi) Hayle Day Care Centre Trust: (*usually quarterly on a Friday 7pm*) Cllr Slade-Elmes

- vii) Wall Hall Committee: Cllr Roberts & Cllr Negus. It was agreed to ask if the committee was still active.
  - viii) Rural Transport Partnership: *Vacant*
  - ix) Penwith Access and Rights of Way Forum: (*usually every other month on a Wednesday 7pm*) Cllr Crocker
  - x) Over 50's Forum: (*usually quarterly on a Thurs at 2pm*) Cllr Mrs Slade-Elmes
  - xi) Walkers are Welcome group: (*usually quarterly on Wed at 7pm*) Cllr Crocker
  - xii) Cornwall Council Beach Management Advisory Group (*usually quarterly in the morning day to be agreed*) Cllr Homes
  - xiii) Community Network Panel: (*usually monthly on Wed evening*) Cllr Pocock with Cllrs Roberts & Slade-Elmes as substitutes
  - xiv) Pen Tye Residents Association: (*usually monthly on a Wed at 7.30pm*) Cllr Slade-Elmes & Cllr Roberts
  - xv) Community Action Through Sport: Cllr Cupples
  - xvi) Gwinear School Travel Working Group: Cllr Roberts
- Cllr Pocock proposed and Cllr Roberts seconded that the Committees/Officers and representatives of the Parish Council be agreed with all in favour. The proposal was RESOLVED.
- b) To consider Annual Subscriptions to the following:
    - i) Open Spaces Society - £45.00
    - ii) SLCC - £184.00
    - iii) NALC/CALC - £727.71
    - iv) Campaign to Protect Rural England - £29.00
    - v) Gwinear & District Footpaths & Bridleways Association - £25.00
- After a debate Cllr Roberts proposed the subscriptions be paid, with Cllr Pocock seconding and all in favour the proposal was RESOLVED.
- c) To confirm dates for Parish Council Meetings for the ensuing year. Cllr Cupples proposed the dates be approved, with Cllr Homes seconding and all in favour the proposal was RESOLVED.

#### 4. Minutes

- a) To confirm the Minutes of the Ordinary Meeting of the Parish Council held on 28<sup>th</sup> April 2014. After two amendments, Cllr Cupples proposed the minutes be accepted as a true and accurate record of the meeting. Cllr Slade-Elmes seconded with all in favour and the proposal was RESOLVED.
- b) Business arising from the Minutes.
  - (i) 24/005 (2iv) – The Clerk agreed to ask SWW for the plan of Connor Downs again.

#### 5. Reports

- a) Report from the Police Neighbourhood Beat Manager.
  - i. PC John Fulker gave his report which had been circulated prior to the meeting.
  - ii. a discussion ensued regarding how certain traffic offences are registered and reported and it was agreed that PC Fulker look into the possibility of the PC having regular updates regarding this type of crime.
  - iii. PC Fulker raised the issue of antisocial behaviour with vehicles at Godrevy National Trust car park and urged the public to contact the Police on 101 at the time an offence occurs to alert the Police accordingly.
- b) Verbal reports from Parish Councillors/representatives.
  - i. PA14/00686 - [Erection of 15 affordable dwellings - Land to South and East of Arundel Court Connor Downs Cornwall](#) – Cllr Pascoe advised that further to the PC approving a meeting with the applicant and planning officer they had met and discussed the plans. He advised that they had discussed the following areas:-
    - 1. – highways – ways in which to ensure the road is adopted by CC highways which minimize the opportunity to further future development.
    - 2. – Education contribution – at least £30k
    - 3. – highways infrastructure contribution – possibly towards yellow lines on the junction between Arundel Way and Turnpike Road.
    - 4 – Open space – a barrier between the open space at ESPF and Ellis Meadows to restrict antisocial use with motorbikes.

Cllr Pocock felt that initial talks had been very promising and asked that as time was limited on the planning process delegated powers be given for he, as Chair and Cllr Pascoe as both PC and CC representative to negotiate further with the applicant and planning officer via email, with Councillors copied in to the discussion, Cllr Homes seconded with all in favour. The proposal was RESOLVED.

- ii. Cllr Pascoe advised he had spoken with CC regarding the issue of dogs not being able to use the beach and CC had advised that they had received a number of complaints both from dog owners and members of the public complaining about dogs on the beach. The current situation is that any dog owner using the dog ban area does risk being fined. The Clerk advised that CC had stated that St Gothian's Nature Reserve which is adjacent to the beach is dog friendly.
- iii. Cllr Pocock felt that some kind of solution would be needed for the steps at Peters Points.
- iv. Cllr Homes suggested that the steps at Perranuthnoe beach had been replaced successfully.
- v. Mr Thurnell-Read suggested the Territorial Army may be interested in rebuilding something.
- vi. PC Fulker suggested colleges that do construction courses may also be interested.
- c) Written reports from Parish Councillors/representatives. None.
6. Correspondence received
- a) Cornwall Council – Review of Polling Districts and Polling Places; request for Council's views as to the appropriateness and need for future elections. Noted.
- b) Information Commissioner's Office – Certificate of registration and copy of entry on the public register of data controllers. Noted.
7. To consider planning matters
- a) PA14/03399 - [One storey extension and conversion of existing garage into a meditation room for commercial use. - 8 Prosper Hill Gwithian Hayle Cornwall TR27 5BW](#) – Mrs Coleman. *Planning zone officer – Cllr A Crocker.* Cllr A Crocker gave a report on the application and raised concern regarding access, parking and the business model for the application and proposed a site meeting be held and that the applicant be asked to provide a business plan, seconded by Cllr Cupples with all in favour. The proposal was RESOLVED.
- b) PA14/03344 - [Conversion of barn to dwelling - Trenowin Farm 4 Trenawin Lane Connor Downs Hayle Cornwall TR27 5JG](#) – Mr & Mrs Kent. *Planning zone officer – Cllr Cupples.* Cllr Cupples gave his report on the application and proposed no objection assuming an agricultural tie was placed on approval, seconded by Cllr J Crocker with all in favour. The proposal was RESOLVED.
- c) PA14/03272 - [Change of use from office to residential annex - Rear Of 35 Treeve Lane Connor Downs Hayle TR27 5DQ](#) – Mrs M Hook. *Planning zone officer – Cllr Homes.* Cllr Homes gave his report and advised that he had two issues, one with the access to the annex and one with potential parking for both properties but if the planning officer was minded to approve the application a condition should be placed on approval tying the annexe to the main dwelling so it cannot be sold separately, he proposed this and Cllr Cupples seconded with 8 in favour and 1 abstention. The proposal was RESOLVED.
8. Other matters requiring decisions of the Council
- a) Receipts and payments: to approve the statement for the period from 14<sup>th</sup> April 2014 to 12<sup>th</sup> May 2014 and the payments due.

Summary	Amount
Precept	36785.50
Administration	13.40

The following payments are now due:

Summary	Amount
Salaries / PAYE & NI	2749.44
Administration	997.96
Projects / Capital Schemes	194.03
Recreation / Street Scene	1159.40
Hall Hire / Office Space	54.00

Cllr Pascoe proposed that the payments be approved. Cllr Roberts seconded with 8 in favour and 1 abstention the proposal was RESOLVED.

- b) To receive the annual insurance quotation for the year 2014 / 2015 and agree the way forward. Cllr Pascoe proposed quote 1 be accepted for a 3 year period, seconded by Cllr Cupples with all in favour. The proposal was RESOLVED.

Cllr Pocock proposed agenda items 7c to 7h is taken on-block, seconded by Cllr Cupples.

- c) To review and approve the Parish Council's Asset Register & Inventory
- d) To review and approve the Parish Council's Risk Assessments
- e) To review and approve the Parish Council's Complaints Procedure

- f) To review and approve the Parish Council's procedure for handling requests for information under the Freedom of Information Act
- g) To review and approve the Parish Council's Press/Media Policy
- h) To review and approve the Parish Council's Health and Safety Policy

Cllr Cupples proposed items 7c to 7h be approved, seconded by Cllr J Crocker, with all in favour. The proposal was RESOLVED.

- i) To approve the appointment of an Internal Auditor to review the 2013/2014 accounts. Cllr Pocock proposed the internal auditor be approved, seconded by Cllr Cupples, with all in favour. The proposal was RESOLVED.
- j) To consider and approve the Neighbourhood Plan programme for consultation, Phase 2. Cllr Cupples proposed the consultation programme phase 2 be approved, seconded by Cllr Roberts, with all in favour. The proposal was RESOLVED.
- k) To approve training and relevant costs for Clerk to undertake CiLCA Award. Cllr Pascoe proposed the training and cost be approved, seconded by Cllr Roberts with all in favour. The proposal was RESOLVED

*Cllr Pocock proposed moving item 8 to this part of the agenda to allow members of the public to hear the debate, seconded by Cllr Pascoe with all in favour. The proposal was RESOLVED. Agenda item 8 is in agenda item order for the purposes of the minutes.*

Cllr Pocock proposed that in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business, seconded by Cllr Pascoe, with all in favour. The proposal was RESOLVED.

- l) To receive a letter of resignation from the Administration Assistant and agree a way forward.
  - i. Cllr Pocock proposed the resignation be accepted and the programme to appoint a replacement be made, that Cllr Roberts assist the Clerk and him, as Chairman with delegated powers to appoint the appropriate candidate, this was seconded by Cllr Pascoe with all in favour. The proposal was RESOLVED.
  - ii. Cllr Pocock proposed the clerk purchase flowers to a cost of £20 be purchased for the administrative assistant and that a vote of thanks for the two years service she had provided for the Parish Council, seconded by Cllr Pascoe with all in favour, the proposal was RESOLVED.

9. Late or urgent items not on the agenda

- i. Cllr A Crocker advised that he had spoken with Paul Williams regarding defibrillators and wondered where the project had got to. The Clerk advised that sites at both primary schools, Royal Standard and Sunset Surf Café at Gwithian had all been put forward for possible locations and that now funding was needed.
- ii. Cllr Slade-Elmes advised that a parishioner had asked what the latest was on Godrevy lighthouse. Cllr Pocock said that it was to be decommissioned and at this time it was unclear who would take it over but that Trinity House had agreed to keep in contact with the Parish Council.
- iii. Mr Young asked if the Parish Council would be sending a representative to Corporal J Walters funeral. Cllr Pocock said that someone would attend if possible and it was acceptable to Crowan PC.

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 9pm.