

STOKE CLIMSLAND PARISH COUNCIL
MEETING OF MONDAY 15TH JULY 2019 7:30PM
MINUTES

PRESENT: Sarah Ross – Chairman (SR), Nigel Cooper – Vice Chair (NJC), Cllr. Jerry Forbes (JF), Cllr. Martin Howlett (MH), Cllr. Philip Barriball (PB), Cllr. Caroline Vulliamy (CV), Cllr. Stuart Cazaly (SC), Cllr. David Crawley (DC), Cllr. Bonnie Lightfoot (BL)

IN ATTENDANCE: Ren Jackaman – Parish Clerk (RJ), Cllr Neil Burden (NB) and 27 members of the public.

(NB left at SC 19/7/8)

(Two members of the public left at SC/19/7/4, two left at SC/19/7/5/1, two left at SC/19/7/6, seven left at SC/19/7/7, two left at SC 19/7/8)

SC 19/7/1 Apologies for absence: Cllr Shirley Bruna (SB)

SC 19/7/2 Declarations of Interest & Requests for Dispensations: BL re Graham Turner pre-app in Public Session; MH, SR, DC, SC re Parish Hall, CV re Lockett Swings (no votes to be taken on any of these items, those above named refrained from comment unless to provide factual information)

SC 19/7/3 Public Session:

Proposed Pre-application for Treehill:

Graham Turner: is submitting a pre-application for a residential home in his garden. Mr. Turner provided a printed outline to the councillors. He and his wife would like to build for themselves a home suitable for their old age and medical conditions, including possible future disabilities. It would be low maintenance with a low carbon footprint. They wish to remain part of the community but there is no suitable housing in the area. Therefore, they wish to build a new home in the far part of their plot. It will be discreet, not very high and screened from the outside world by woodland garden and existing trees; to be accessed via new drive on a small strip of land by barn cottage.

MH: the property is outside AONB, specific need will help the application but lack of services and amenities may be an issue that planners identify, might be identified as sprawling development.

Pre-application, Pempwell PA19/01475:

Kathryn Carnegie: provided further information on the pre-application at Pempwell and sought advice from councillors. The proposal is for an affordable 3 bedrooomed property in Higher Pempwell. They hope to encourage family with children for a self-build in a manner which respects the character and appearance of Pempwell, in accordance with the provisions of the NDP and Section 2.5 of the Cornwall Local Plan providing affordable housing. The piece of land has been garden for 50 years, they will continue to live opposite. The perimeter has trees and Cornish hedging, there will be minimal impact, screening from trees and the plot already has mains electricity and water. A couple have been identified who can self-build, have a local connection and the husband is an experienced builder. It is hoped that the development will be of benefit for the community.

SR: asked if the property would have its own parking, Ms. Carnegie confirmed that it would.

MH: repeated the comments made to Graham Turner and noted that the NDP refers mostly to Downgate and Stoke Climsland.

Sandy Palmer: asked if the Carnegies would still own land? Ms. Carnegie confirmed that the land would be sold but that they will work with the buyers and builders to ensure the above criteria are met. She confirmed that all but a foot of the Cornish hedge will be preserved as the hedge will remain in vendors possession.

NJC: commented that Cornwall Council have asserted that they will allocate the self-build plots. Ms. Carnegie explained that they will be meeting with Cornwall Council planners to discuss their aims.

Pam Maynard: commented that the premise of the application is that families are needed in Pempwell, she disagreed with the statement that there are no families and asserted that there are four young couples in the village. The couple they have identified plan to start a family this Autumn, so presently there are no children and may not be in the future. Ms. Carnegie confirmed that one of these couples can only afford to live there because their parents built a barn conversion for them.

Brian Champness: expressed the fear that the applications have not correctly identified Pempwell as a hamlet, whereas the village with amenities is Stoke Climsland. Pempwell has no amenities for families, so growing families will likely move into Stoke Climsland proper, so that their needs can be met.

CV: asked if the workshop on the corner of the property, that is due to change use to an office, would have a shared entrance. Ms. Carnegie confirmed that there would be no separate entrance.

Beryl Empett: asked how this scheme is affordable if the land has to be bought and the house built. Ms. Carnegie stated that as the husband is a builder there will be no labour costs.

MH: asked if they had considered changing the holiday cottage to a dwelling for sale, Mr. Carnegie stated that it is not suitable due to proximity to their dwelling house.

Village Parking:

Beryl Empett: regarding discussion of developing a car park on part of the Village Green, stated that it is unfair to consider putting any more cars on the green as there is trouble enough already with existing cars, traffic at school times is horrendous. Any car park on the road is dangerous at school times, the Village Green would not be big enough anyway. It is used on show day, Best solution is to put a fresh big enough car park somewhere else. Lots of local objection to the idea.

SR: stated that it is not a formal proposal at present.

DC: clarified that the car parking discussion is not associated with the parish hall refurbishment. Car parking has been an issue for a long time and there have been lots of complaints in the past. The Parish Council is looking at all and any options at present, not purely the village green. There are lots of amenities in the village which have a requirement for parking, so this needs to be addressed. A lot of options will be discussed, nothing is a separate priority or likely to happen at all soon.

Beryl Empett: asked if there would be a public meeting about any development, SR confirmed this would be her preference, pending the agreement of the council.

Sandy Palmer: The village green has also been used for parking for other events, permission to move stones was granted for parking for 300 people at a recent church event but only six people parked there as people won't walk that far. More car parking would result in more pollution. Tarmac would be an impediment to children playing on village green.

Olga McBride: noted that an edition of the Old School News some time ago contained a comment in the Parish Council report which stated that there was local support for additional parking. RJ asked if Olga could identify the edition so that it could be crossed check with the unbridged minutes.

Pam Maynard: commented that she attended the meeting about the parish hall refurbishment and asked the question about whether parking was being looked at and was told no. DC clarified that this issue came up about 18 months ago long before the parish hall refurbishment was announced. It has since lost impetus but has now been raised again as being pertinent to the parish. Planning is likely to ask questions about parking provision when considering the application.

David Kirkpatrick: gave thanks to the parish council for allowing the school to use the village green for parking at recent events.

SC 19/7/4 Minutes of last meeting:

PB asked for an amendment to item SC 19/7/5/1 to add a question mark to the comment about the responsibility for fencing to make it clear that this was a query of what was in the current lease and not a statement of intent and for the word 'tenant' to be added to the phrase "The issue of fencing being the responsibility of landlord (the Council) at some cost". PB asserts that this fencing should be the tenant's responsibility. This amendment was duly made and initialled by RJ.

It was proposed by PB, seconded by NJC and RESOLVED to approve the minutes following the above amendment as a true record of the meeting on the 17th June 2019, all in favour.

SC 19/7/5 Matters Arising:

1. Rowden Field tenancy agreement:

RJ has invoiced the tenant for this year's rent.

NJC asked if the land registry could be checked for his property under de minimus.

PB commented that Louise Power has confirmed what RJ has already noted, namely that there are no records in the files and that lots of small areas in the parish are unregistered. MH commented that this issue needs to be resolved before September. All lands that are owned by the Parish Council should be registered, including the duck pond and the Venterdon noticeboard patch.

SR raised the previous discussion of reverting to a permissive path connecting to Rowden bridleway.

RJ has consulted with the Countryside Team about the permissive path/rewilding idea.

Response:

Permissive paths primarily represent informal private arrangements allowing landowners some control over public access, whilst simultaneously preventing rights from accruing. Although Cornwall Council provides advice about concessionary paths, it is reluctant to enter into formal agreements with landowners & therefore rarely does. This is because such arrangements are neither legally binding, nor permanent, so access can be withdrawn at any time.

Instead, with limited resources at its disposal, the Council necessarily focusses on rights of way that are the subject of legal dedication where public access is preserved in perpetuity.

It was noted that the field is already becoming quite overgrown with bracken, which may be problematic.

DC suggested that if there is a problem with fencing then the problem could be solved by not renting the field for livestock use and that planting an orchard would achieve this aim. PB noted that any fencing work would need to be put out to tender.

Following further discussion, it was noted that first registration can take a long time to complete and that therefore it would be worthwhile to register all the scraps of Parish

Council owned land in the parish in one go. It was concluded that it is likely that this project will need to be extended.

ACTION: RJ to register all Parish Council owned properties with the Land Registry and establish registration status of Rowden Field.

2. Luckett Playground: RJ & CV have both attempted to communicate with Earl & Crocker several times to establish whether the conveyance can now be progressed but neither have received a response.

CV has had communication from Fields in Trust, who have sent a simpler deed of dedication, an email from the Parish Council to FiT, indicating that terms of use would be the same as Luckett Swings held, is now required.

ACTION: RJ to contact Earl & Crocker again.

3. Sheba Wood: the risk assessment report was pre-circulated and shown on screen but has not yet been sent to Duchy estates. It was noted that RoSPA recommend that with some more stabilising work, the bridges are acceptable. A draft licence has been sent by the Duchy Estate Office and was pre-circulated and shown on screen. Discussion of the licence identified several other flaws:

- The map indicates the incorrect area
- The Clerk's address is incorrect
- The maintenance cause is inappropriate

Attempts to identify the person responsible for the sculptures have proved fruitless, so maintenance of the structures is unlikely to be possible and may not be desirable if the intention is to allow them to return to nature. A discussion of how to proceed took place but without a clear conclusion. This item to be added to the agenda for September.

ACTION RJ to report to Duchy Estates office the flaws in the licence and attempt again to identify the creator of the sculptures.

4. Playgrounds - RoSPA recommended remedial repairs: The RoSPA reports for Downgate Playground and the Village Green were pre-circulated and shown on screen. There is a need for new timbers, one new mat and a new monkey bar fitting. There is a lot of strimmer damage and MH was suggested that cuffs could be fitted to prevent this problem recurring. There is £3027 in the Capital account for purposes of playground maintenance. MH mentioned that there was a recent accident on the slide ladder in which a child fractured their arm by falling off the ladder. It had been suggested that this issue was previously raised to council but RJ has searched through the minutes and cannot find any reference to the ladder being mentioned to the Council as a safety issue. SR noted that this slide is not intended for younger children and that if they are to use this equipment it should always be with parental supervision.

The concrete has been removed from under the swing basket by Tony Empett's firm, RJ has sent a note of thanks and a request for an invoice.

ACTION: NJC to see if an alternative inspection firm is available

ACTION: RJ to check the length of warranty on original equipment.

ACTION: RJ tender for cuffs.

ACTION: RJ order a new mat for under basket swing

5. Solar Farm Grant: South Hill PC confirmed that they have had to chase their payment, which they have now received. The company which owns the solar farm has been taken

over by BP, hence the delay. The current bank statement arrived today and £1466.67 has been deposited.

Items successfully actioned since last meeting:

- *Broken Seat at Pound Lane*: Neil Holding has confirmed that he can fix the bench for £100 VAT.
It was proposed by NJC, seconded by DC and RESOLVED to progress this work, all in favour.
ACTION: RJ to instruct Mr. Holding to proceed with the bench repair.
- *Local Needs Survey Bus Services*: RJ has put up notices in bus shelters asking for user opinions to pass on to Caradon CNP, no response as yet.
- *Millennium Stone*: Alex Piper has confirmed that he will be coming in the next fortnight or so, RJ requested that the work be completed prior to Stoke Show if possible.

SC 19/7/6 Planning:*

Applications:

Pre-Applications

PA19/01475/PREAPP: Ms. K. Carnegie, Stoke Climsland Callington Cornwall PL17 8LN

Pre-application advice for affordable 3 bedroom dwelling, Land South of Higher Pempwell. Please see the comments from public session above.

ACTION RJ to pass on public comments to Planning Officer.

PA19/01691/PREAPP: Stoke Climsland Village Hall, Stoke Climsland, PL17 8NY

Pre application advice to refurbish building and increase usable space, demolish existing extensions and rebuild.

Comments:

BL noted a potential for one of the toilets to be made publicly accessible and DC confirmed that this is an option.

CV questioned the structure of the internal concertina walls and noted that the online application form has some of the detail missing as the PDF has cut off the edge.

NJC stated that the pre-app is a good start and the application will be interesting.

CV concerned about aesthetic appearance of solar panels.

DC confirmed that these will be replacements for tiles with low visual impact.

CV reiterated the potential for ground source heat pump as an option.

MH confirmed that the Prince's Foundation Trust and architect have a very green agenda and every renewable option has been sourced.

MH spoke to the public gallery to explain that there will be a public meeting when the planning application is ready to establish public opinion and gather an informed response.

Enforcement, Refusals, Approvals and Appeals:

PA19/03847 Ms. K. Carnegie Higher Pempwell, Pempwell, Stoke Climsland, PL17 8LN

Change of use from a holiday let to a business office **Awaiting Decision.**

PA19/01972 Cornwall College Group, West Coombeshead, Stoke Climsland, PL17 8PY

The construction of a replacement agricultural dairy facility, including milking parlour and cow accommodation buildings, silage clamps, slurry store, access tracks and landscape works. **STATUS: Approved with conditions.**

PA19/03907 Mr & Mrs N. Warnock, Highfield Kingston Callington Cornwall PL17 8PQ

Revision to Approval PA18/01329 to provide flat roof terrace in lieu of dual pitch roof. **STATUS Approved**

Old Mill development and TPO: Confirmation has been received from CC that the enforcement officer is investigating this issue

Development on Stoke Road: Confirmation has been received from CC that the enforcement officer is investigating this issue

Other Planning:

Confirmation has been received that the Planning Team will be visiting councillors at 7pm on September 16th, prior to the ordinary council meeting. It was noted that there is a need to establish any new procedures relating to pre-applications, including prior contact from the relevant Planning Officer to provide background advice.

SC 19/7/7 Regular Updates

1. Duchy College: Meeting of Friday 12th July was attended by MH and SR. Matters discussed:

- The approval of Future Farm planning application, open site sessions for parish council and other interested parties will be held. Timescale for construction starting August to March 2020 completion.
- In the coming Autumn term, the college want to be involved in the climate action group and have nominated a lecturer to join .
- Footpath repair following erosion, they are looking at how to rectify via groynes or similar, they are happy to use the plant team as labour under a coursework assignment for design. Cost of materials potentially to be met by PC, costs to be established. This is a Gold priority path on the PROW Interactive map. Brigitte Cox was invited to speak from the floor and confirmed that the PC originally improved the footpath down to the stream, whilst Duchy College did the other half and it has not survived as well as the section coming from the village.

It was proposed by MH, seconded by JF and AGREED that this arrangement in principal be agreed to, all in favour.

ACTION: RJ to enquire about cost coverage under the Local Maintenance Partnership Grant.

2. Parish Hall Project update: (See SC/19/7/6 above)MH announced that there will be a meeting with Prince's Foundation Trust on Wednesday 17th and that the CIO and Duchy lease is ongoing, report in September.
3. Community Facilities Group update: Nothing to report.
4. Neighbourhood Development Plan: Nothing to report.
5. Community Network Panels: Launceston Meeting of 20th June RJ included a presentation from Cornwall Council Waste Disposal Department and the Climate Emergency team. Both were very interesting and positive and it is clear that Cornwall Council are being very proactive in dealing with the Climate Emergency. The Climate Emergency report has been presented to full cabinet and is available on the Cornwall Council website; the Climate Action Plan is currently being drafted.

ACTION: RJ to send the link to the Climate Emergency Report to councillors.

SC 19/7/8 Items for Report and Discussion:

1. Report from Cllr Burden:

- Cllr Burden confirmed that there was a very enthusiastic recycling officer at the above meeting. Food waste and recycling is collected once a week and other waste once a fortnight.
- He gave his apologies for last meeting as he was unwell.

- He has been re-elected as CC rep on Launceston CNP.
- The Speedwatch project has gone quiet and volunteer numbers have reduced.
- He recommended that the registration of land is very important and that every scrap must be recorded.
- With regard to Rowden Field, Cornwall Wildlife Trust can be contacted about bracken and management of land.
- He has received several emails about footpaths through planted crops in Stoke Climsland, it appears that the relevant farmer has addressed the problem.
- Stoke Climsland has been praised as the first parish in East Cornwall to declare a climate emergency. It is hoped that there will be good advice from the experts for local people to take in.
- The pre-application system is very confusing and there is little guidance so ask the planners when they visit, enforcement is even more complicated. They seem to catch the easy ones and more problematic breaches of regulations slip through the net.

PB commented that the reply from CC about the Polhisa/Camelot junction was unsatisfactory and asked is there anything else which can be tried.

NB responded that the Highways officers tend not to visit sites when asked. There is a lot of frustration and recommended that the council invite a Highways officer to visit and keep posing the questions about the safety of the junction.

2. Telephone Kiosks & AED Defibrillators: The electricity supply to the telephone kiosk in Luckett has been confirmed as still operational (it is presumed that this is also true in Downgate). RJ has been attempting to find a contact with BT to reconnect the power supply, it seems that Western Power need to be given the appropriate key.

The Luckett Village Association recently held the Duck Day and Healthy Hearts walk and succeeded in reaching the target of £3000 for the AED defibrillator. There are two more events coming up in the Autumn, a quiz night and a talent show.

RJ has leafleted every house in Downgate about setting up a Village Association and now has enough people to organise a preliminary meeting.

3. Venterdon Bus Shelter: SC updated that Lee Quinney has put in an application for the second round of funding and £18K has been allocated for the region, if successful this will be confirmed in November 2019, then funding will become available in year ending 2021, with construction in summer or autumn 2020. If the council don't want to wait that long then funding could be used for repairs or retro-fitting digital signage but can't be reimbursed for any works already done.

SR asked if the council go ahead with construction, how soon could it could be achieved?

SC confirmed that three months notice is needed for road closure, the shelter takes six to eight weeks once ordered to construct, therefore the end of 2019 is the earliest the shelter could be built. If CC build it would be an enclosed glass and steel shelter not wooden.

Costs:

£8500 for the concrete base.

£7500 for shelter and other costs.

It was confirmed that there is £12K budget put aside in capital plus £3K grant for the shelter.

Discussion of best way to proceed took place and opinion was divided.

It was proposed by PB, seconded by NJC and RESOLVED to begin construction of the Venterdon Bus Shelter using Capital funds, 2 against 7 in favour.

ACTION: SC to progress with the bus shelter scheme.

4. Climate Emergency & Community Resilience: RJ has attended several meetings (CNP and SLCC) where this issue has been discussed. There is much work being conducted into creating policy for cooperative working, especially with regard to sharing the work of public engagement. RJ has also been exploring what other parishes are doing with regard to practical measures; climate change groups are being developed in many parishes and it appears that a community group, rather than a sub-committee is preferable for those taking part. The public engagement event is prepared for the 17th July and has been widely advertised. The presentation will deal briefly with what the proposed Climate Action Group is intended to achieve. CC have presented their report to full council and will begin working on a toolkit for Local Councils shortly, thereafter policy will filter down. There is likely to be a change to how road verges and public spaces are managed starting now. JF, CV and MH all volunteered themselves as members of the new group and JF volunteered to become the councillor to lead the group if this proves desirable.
5. Village Parking: Following the discussion which took place in the public session, DC suggested that the council need to commit to either doing something about it or not. SR suggested that a public meeting would be an appropriate first step. DC commented that villagers are concerned about impacts of parking on the village but it will be outsiders who use any parking, so conflicting needs are involved. Options previously explored included an all-weather facility on part of the green with matting underneath the grass. All other suggestions were put forward and discussed 18 months ago but the options were not pursuable due to cost. This is likely to continue to be the case. Historically the plans for the cricket field to be financed by the school under the then headmaster were rejected by the Social Club. School grounds are not suitable for parking because of the fuel tank in the way. JF pointed out that topography means that the village has always had a problem with traffic and parking. Climate Change in the future is likely to cause a change in opinions and parking arrangements which are inconvenient might become more favourably looked upon in this light. Changes to the Parish Hall and expanding footprint of village may also have an effect in the future. BL suggests looking into the strip of land behind Kyl Cober Park which could be used. Following further discussion, it was decided that this item be discussed again in September meeting.
6. SE Cornwall Economic Development sub-group: The sub-group representative to ask each of the Parishes within their Community Network Panel is to provide a short, written briefing note setting out the economic development aspirations within their Parish as defined in their Neighbourhood Plan or other supporting evidence. RJ has contacted Deri Parsons for guidance. Information to be sent to Helen Fincham by the end of July (22nd). The information will be collated in a spreadsheet for the next sub-group meeting.
ACTION: RJ to ask Deri Parsons to provide the appropriate wording from the draft NDP.

SC 19/7/9 Highways and Maintenance:

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic

Location: Road From Junction North West Of Allotment Gardens To Junction East Of Wheel Martha, Stoke Climsland, Callington

Timing: 24th to 26th July 2019 (24 hours)

Contact: Wales & West Utilities Ltd, Tel: 07989151944

SC 19/7/10 Correspondence*:

- RJ has received an email from Nigel Allam regarding the long grass on verges at New Cross (aka 'the Triangle') crossroads on the Stoke Road from Kelly Bray. This growth is impeding the view of the junction towards the Kelly Bray direction. This verge is under CC management, so RJ has passed on the complaint and an operative will be visiting to assess and solve the problem.
- A quote for repairing the bus shelter roof from Wadlands. There are two options as to how to proceed, the shingles can only be purchased in bundles of 2m² at a cost of £60.00, which plus labour would incur a charge of £80 + VAT, the remaining shingles could be kept as spares. Alternatively, the bundle of shingles could be used to re-roof the whole shelter at a charge of £200 + VAT.

It was proposed by DC, seconded by NJC and AGREED to engage David Wadland to repair the broken section of the bus shelter roof for £80 + VAT.

ACTION: RJ to contact Mr. Wadland and ask him to proceed with repairs to bus shelter roof.

SC 19/7/11 Governance:

1. Vacancy on HR sub-committee: BL was nominated by MH, seconded by NJC and elected to the vacancy, all in favour.
2. Vacancy for Community Facilities Group PC rep: This item to be disregarded as NJC is happy to continue serving in this capacity.
3. Vacancy for Friends of Stoke Climsland Church PC rep: RJ has contacted Kathryn Carnegie to establish the status of the Charity, response:
*"The Trustees met last August and made the decision that the charity should close. An extraordinary meeting of the Trustees and final members was held on 18th December and that decision was ratified.
 The process of closure of the bank account has taken some time and the closure is expected to be reflected in the information on the Charity Commission website in the next few weeks. Once this is finalised, we propose to run an article in the September or October Old School News to communicate this with the wider community. So, we do not believe the appointment of another representative to be necessary"*
4. GDPR/IT & Communications website rebuild: website meeting was scheduled at SC's on 16th July, but is now delayed, so Kim Cazaly has suggested that she put together a brief for tender and once this is complete the meeting to be rescheduled.
5. Code of Conduct Training: Sarah Mason can come and train all councillors in situ, although exact arrangements are tbc as she is on leave at the moment. There is also a training session at Liskeard on 3rd October 10:00-12:00 at Liskeard Town Hall. Note that all councillors are now due for Code of Conduct Training in accordance with the requirement to receive training every four years.

SC 19/7/12 Finance:

Payments: see attached payment schedule* It was proposed by SC, seconded by DC and RESOLVED to approve the payment schedule for July 2019, all in favour

Receipts: £170 of allotment rents; £598.80 Local Maintenance Partnership Grant, £1466.67 Solar Farm Grant

Pending Receipts: Rowden's Field rent £212; VAT reclaim of £1716.53

SC 19/7/13 Items for Agenda for next meeting:

Rowden Field

Solar Farm funds allocation

**Luckett Notice board
Village Parking
Sheba Wood Licence**

SC 19/7/14 Date and Time of Next Meeting: 16th September 2019 at 7:30pm in the Parish Hall.

SR closed the meeting at 10:27pm

Stoke Climsland Parish Council				
Payment Schedule Current Account				
DATE	15th July 2019			
PAYEE	Invoice Date	Invoice #	Description	Amount
R. Jackaman - Parish Clerk	n/a	n/a	Salary and Reimbursements	£456.56
Angela Greenhough Accountant	01.07.19	2578	Payroll administration	£10.85
RoSPA	27.06.19	43233	Sheba Wood Inspection	£176.40
Dawe, Hawken & Dodd	14.06.19	C8845	Internal Audit Fee	£360.00
NEST Pensions	19.07.19	n/a	Employer's Contribution @ 5%	£32.46
TOTAL				£1,036.27