

**STOKE CLIMSLAND PARISH COUNCIL**  
**MINUTES OF MEETING OF HELD ON MONDAY 20<sup>TH</sup> MAY 2019**

**PRESENT:** Sarah Ross – Chairman (SR), Cllr Jerry Forbes (JF), Cllr Stuart Cazaly (SC), Cllr Shirley Bruna (SB), Cllr Philip Barriball (PB)

**IN ATTENDANCE:** Ren Jackaman – Parish Clerk (RJ), 10 members of the public (three left after public session, four left after PA19/01972, one after SC19/5/8/1). Cllr Neil Burden (NB) (arrived after the public session, left after SC19/5/8/1)

**SC 19/5/1 Apologies for absence:** Cllr Martin Howlett (MH), Cllr Caroline Vulliamy (CV), Cllr Nigel Cooper – Vice Chair (NJC), Cllr David Crawley (DC)

**SC 19/5/2 Declarations of Interest & Requests for Dispensations:** NONE

**SC 19/5/3 Public Session:**

**Brigitte Cox** offered thanks to the parish councillors personally for the kind donation of two shrubs for Michael Cox's garden.

**Melanie Guy** Thanked the council for accepting the idea of recognising a climate emergency last month, hopes that it can lead to some positive actions going forward.

**Alastair Guy** who wasn't able to attend the last meeting as was at the Extinction Rebellion protest at Waterloo Bridge, expressed his gratitude that the council have declared a climate emergency. He spoke of his experience of taking part in the London demonstrations. He looks forward to inputting to the councils work on this.

**JF** summarised his communications with various parties about Climate Change, the latest UN Report came out ten days ago and has made the extinction of species official. There is a wide spectrum of views. Changes take a long time in societies but new technology means that period could be shortened but change needs to be desired at a grass roots level. Now there are lots of disparate areas of global dissatisfaction which seem to be connected. Lots of information is coming to the surface and awareness is rising.

**SR** moved this discussion from SC 19/5/8/5 to the public session and announced the proposed date of public meeting on Climate Change as 17<sup>th</sup> July at 7pm in the Old School

**ACTION: RJ to book the Old School and commence organisation of the event for report at the June meeting.**

**SC 19/5/4 Minutes:**

*To approve the minutes of the Annual Parish Meeting of 15<sup>th</sup> April 2019:*

It was proposed by SR and seconded by PB to approve the minutes of the as a true record of the Annual Parish Meeting, two in favour, two abstentions (both not present at the meeting in question).

*To approve the minutes of the Ordinary Parish Meeting of 15<sup>th</sup> April 2019:*

It was proposed by SR and seconded by PB to approve the minutes of the as a true record of the meeting, two in favour, two abstentions (both not present at the meeting in question).

**SC 19/5/5 Matters Arising:**

1. Rowden Field tenancy agreement: MH was not present to report but has agreed to liaise with Kivells directly. SR reported that MH, SR, NJC and PB all went on the site visit, there are fencing problem as at the moment the hedging is not livestock proof, the narrowness at one end of the field makes fencing difficult. PB says it was a gypsy site once upon a time and asked whether it is common land? RJ confirmed that a recent search of the Commons Register indicated that there is no common land registered in the parish. PB confirmed that the tenant is responsible for fencing, which is likely to cost between £6-£7 a metre and queried whether it would be better to sell the land? PB

suggested that any future lease should be a 9-year tenancy with rent review every 3 years but that the tenant has to fence it. As there were few councillors present, it was decided to discuss this issue at the next meeting.

**ACTION RJ to put Rowden Field tenancy agreement on agenda for next meeting.**

2. Luckett Playground: A letter received from Luckett Village Association following their AGM was shown on screen. The letter expresses the discontent of Luckett villagers at the failure of Luckett Swings Committee to produce the required grant documentation that will allow the conveyance to be completed and requested that SCPC instruct their solicitor to write a formal ultimatum requesting the documentation be produced. CV as Chairman of the Luckett Swings Committee was not present to comment but has indicated that she can locate these documents on her return. Mr. Davies has commented via email that she has failed to contact him as requested at the meeting of 15<sup>th</sup> April 2019.

It was proposed by PB, seconded by SC and AGREED that Earl & Crocker be consulted, all in favour.

**ACTION: RJ to seek advice from Earl & Crocker and find out when CV is back in country to ask for 14<sup>th</sup> June as a produce date.**

3. Allotments Register: The records indicate that most allotment holders do not have a tenancy agreement and those that do are out of date.  
It was proposed by PB, seconded by SC and RESOLVED that new invoices should include a tenancy agreement for a year with GDPR notes, all in favour.
4. Duchy College Footpath: At the meeting with Duchy College on 23<sup>rd</sup> April the path was inspected. It was suggested that in order to renovate the footpath, the Parish Council could purchase materials, with the College perhaps providing the resource to undertake work as part of curriculum delivery. The issue of drainage at the College end of the footpath would need to be overcome in order to provide a longer-term solution. It was noted that consideration should also be given to enable access for those who use a wheelchair and mothers with pushchairs. Jamie Crisp was invited to comment from the public gallery and confirmed the above and that the topic is on the agenda for Duchy Management.

5. Sheba Wood: Duchy Estates latest communication was read out:

*Sheba Woods – Erection of uncontested Structures*

*The Parish Council will be aware that the Duchy of Cornwall have placed notices on the 21<sup>st</sup> March 2019 on all unconsented structures in Sheba Woods. We suggested that the individual responsible for the creation of the structures made contact prior to the 8<sup>th</sup> April 2019. Although we have received correspondence from various members of the community, we are yet to have been contacted by anyone willing to take responsibility for this area.*

*In this instance, we would like to offer the Parish Council the opportunity to licence the main area of activity, this is edged red on the attached plan.*

*The main obligations under a licence consist of a public liability and third-party insurance policy along with a risk assessment to be conducted by a properly qualified and competent person.*

*May I suggest that the Parish Council vote on the option to licence this area at your next meeting, which I believe is the 20<sup>th</sup> May 2019. I would be grateful to receive confirmation of the outcome on or before the 31<sup>st</sup> May 2019.*

*With regard to the other structures outside of the option area these will be removed as they pose a considerable risk to public safety. In the absence of agreeing a licence with the Parish Council or another member of the local community then unfortunately we will*

*have to remove all of the structures contained within the option area. All the temporary laminated signage will also be removed at this point.*

RJ confirmed that the existing Public Liability cover would be adequate but that a cost would be incurred from additional Third-Party insurance and an official Risk Assessment. JF mentioned that cost might be covered by an application to the crowdfunding source to be discussed at SC19/5/8/3.

SC suggested maybe purchasing the land would be preferable.

SR indicated that it would be desirable to order a risk assessment anyway.

JF proposed that the sculptures should be preserved and that Duchy Estate should be asked about possibilities of purchasing the small plot of land where they are situated, SC seconded, all in favour.

**ACTION: RJ to source a suitably qualified person to do the risk assessment and approach Duchy Estates to ask about buying the land from them.**

Items successfully actioned since last meeting:

*Bench at Pound Lane:* SR to comment inspection reveals that the seat plank is sound but the posts are not fit for purpose.

**ACTION: RJ to ask Neil Holding to assess and quote for installing two more posts and reaffixing the seat.**

**SC 19/5/6 Planning:\***

**Applications:**

**PA19/01134/PREAPP Mr & Mrs T. Selwood, Old Luffett Station, Luffett Hill, PL17 8HB**

Pre-application advice for relocation of log cabin.

PB commented that this application is problematic due to risk of potentially becoming a dwelling, this was generally agreed by all present. Comments on pre-applications are no longer possible via the online planning register.

**ACTION: RJ to contact the Planning Officer and pass on comments directly.**

**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. Jamie was invited to speak, design has been a concept within the college for some time. Future farm will become a flagship for local farming community, provides learning opportunities for students. It will incorporate latest tech, support local and national strategies for future, environmentally efficient including carbon capture. Reworked plan now on a smaller footprint, reduces carbon footprint by 20% and is sympathetic to the natural landscape.

Several councillors have recently undertaken site visits.

SR commented that it had already been approved in a larger form, the new plan would have less impact. It can be seen only from Kit Hill but trees would be planted as cover.

JF confirmed that visual impact is not likely to be an issue as he has a view of the area from his residence.

PB noted that on the original plans of a decade ago, that he and Michael Cox (former chair, deceased) were concerned about storm water damage to Whiteford. Asked about this, the architect confirmed that the catchment pond has an allowance for increase in rainfall over 100-year period of 40%, which is larger than in the original application and that it has been designed with Environmental Agency approval.

PB previously consulted with Highways about the junction at Whiteford crossroads about potential accidents with lorries on the main road to Launceston. During that conversation it was agreed that there should be a slip road to prevent this.

James Coumbe confirmed that the road in question is not the road which will be used for access and this is set out in the application. Size of herd is also reduced from previous application, so less lorries are likely to visit.

JF noted that there is one tank in the new facility taking slurry and run off, whereas the existing facility has two different tanks, he asked if the option of having the two reservoirs, so that one is not black water and could potentially be used from an environmental point of view, had been fully considered. He also noted that the new site is ten acres in size and there are four acres at the top which could be used to sow a forest garden for carbon capture. This would be a good marketing tool and flagship activity showing the Duchy college is addressing climate change issues. Also, solar panels could be used on the roof surface.

PB commented that it has been Duchy policy not to allow wind farms or solar panels on their property.

James Coumbe commented that the material that forms the roof can be a solar panel but is not sure if curved panels are available. Jamie Crisp is looking at solar panels on campus generally as an option. The existing two tanks produce too much dirty water, the new design produces a lot less and will be needed in the slurry tank to keep it liquid enough for spreading. JF asked if concrete from old facility will be broken up to prevent problems with run off? James Coumbe confirmed no but that this could possibly be looked at elsewhere on farm as a separate consideration, current facility dirty water will be reduced by 60%.

JF recommended that forest gardens be researched by the design team as an option.

It was proposed by PB seconded by SC and RESOLVED to support this application, all in favour.

**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

It was proposed by SC, seconded by PB and RESOLVED to approve this application, all in favour.

**Enforcement, Refusals, Approvals and Appeals:**

**PA19/00755/PREAPP, I. & E. Fuller, Winsor Court Kelly Bray Callington Cornwall PL17 8HE**

Pre-application advice for proposed conversion of existing disused 2 storey agricultural stone barn detached outbuilding to a single C3 use residential dwelling house

**STATUS: Decided (closed, advice given)**

**PA19/01652 11 Mr. P. Crago, Duchy Cottages Stoke Climsland Callington Cornwall PL17 8PA**

Installation of solar panels. Single storey extension to kitchen to form utility room. Single storey extension to rear of property to extend lounge/diner.

**STATUS: Decided (approved)**

**PA19/01487 Mr R and B Bennett, Lower Norton Farm, Stoke Climsland, PL17 8QF**

Variation of condition 2 (occupancy) of decision 1999/0890 allowed at appeal (T/APP/C0820/A/99/1034885/P9) (Revised design for agricultural dwelling on site for agricultural dwelling) to include cattery and kennels business

**Awaiting Decision**

**PA19/01493 01487 Mr R and B Bennett, Lower Norton Farm, Stoke Climsland PL17 8QF**

Application for the Modification or discharge of a planning obligation in relation to Application reference number E1/2003/02833 (date of obligation 12/7/04)

**Awaiting Decision**

## **Other Planning:**

*Development on the Stoke Climsland Road:* SR commented that extensive tarmac has been laid, deep into the field, the hedge has also been removed in part.

**ACTION: RJ to let the planning enforcement team know.**

*Visit of the Regional Planning Team:* The new Regional Planning Team would like to come and visit each parish council in turn, either at a usual meeting or as a separate event. Councillors were asked to express a preference for dates and times, it was decided to meet early for 30 minutes at whichever ordinary meeting they prefer to come to.

**ACTION: RJ to contact the planning team and ask them to choose a meeting to attend.**

## **SC 19/5/7 Regular Updates**

1. Duchy College: invitation extended to attend the Prize Day event on 27<sup>th</sup> June. JF volunteered to go. At meeting on 23<sup>rd</sup> April MH and RJ discussed the recent declaration of Climate Emergency and ways that the student body could contribute; also, potential opportunities for joint village events, possibly combining the college open day with a village fair or fete. The possibility of circulating the college newsletter more widely within the village were also discussed.
2. Parish Hall Project update: at the recent AGM there was an update on the new committee structure and CIO status. The committee will continue as it stands for the next 12 months and then recruitment of trustees with wide-ranging skill sets would begin. The most recent developments of the Princes Foundation refurbishment were discussed. The Parish Hall will continue to be a low-cost, self-service facility open to all users.
3. Community Facilities Group update: nothing to report.
4. Neighbourhood Development Plan: The consultation event of 24<sup>th</sup> April 2019 was discussed. There is a professional consultant (Steve Beresford-Foster) writing the NDP for submission. Feedback indicates that the consultant is well versed to advise on methods to get the quickest results from the writing process and has taken much from the meeting. Mr. Beresford-Foster commented that some of the Stoke Climsland statistics were quite unusual. A condensed version will follow and in roughly 6 months in a format for referendum at local level and will then be submitted to Cornwall Council for appraisal. SR confirmed that climate change will be included. JF has been asked to sit in NDP panel and is happy to do so.

Report on Community Network Panels: Nothing to report, next Caradon meeting is on the 13<sup>th</sup> June, Launceston on 20<sup>th</sup> June

**ACTION: RJ to ask Helen Fincham to add JF to email list.**

## **SC 19/5/8 Items for Report and Discussion:**

1. Report from Cllr Burden:
  - He has attended the informal enquiry about the Norton planning application of Mr. Durand, who was presented with a bill for costs. The decision will be made in the Autumn.
  - The Community Governance Review had a meeting to set up criteria, Launceston area is having some boundary issues.
  - Cornwall Council's Chief Executive gives a speech tomorrow on the state of the nation.
  - Regional Planners visiting parish councils may be due to the Launceston meeting having lots of complaints from councillors.

- The Western Morning News says one suicide a week in Cornwall at the moment, mental health issues and lack of accommodation for people with dementia is at the root of this, as they are being sent out of the county.
  - Technology can be isolating for those unable to deal with it. There is a need to ensure that all businesses know that not everyone is digitally engaged.
  - He has attended the County Lines talk at Launceston college, good representation of people there, 30 year three students gave a presentation.
2. Telephone Kiosks & AED Defibrillators: RJ reported that all is in place for parties interested in setting up a Downgate Residents Association to have their first meeting, a date to meet at Lockett Social Club needs to be established. Lockett Village Association is doing very well with fundraising and donations. It is hoped to raise money at Duck Day on the 15<sup>th</sup> June and on the 'Healthy Heart Walk' on 30<sup>th</sup> June.
  3. Crowdfunder Workshop 30<sup>th</sup> April 2019: JF attended and reported back that it was worthwhile, www.crowdfunder.co.uk have brokered a trial 2-year agreement with Cornwall Council to run this training project to see if it is a viable alternative for fundraising. Helped with planning and roles of volunteers for quick fundraising, closing date 14<sup>th</sup> February 2020.
  4. Venterdon Bus Shelter: SC reported that there is still no cost for the foundation but has chased CORMAC again, now has been passed to the quantity surveyor of CORMAC who has apologised for all the delays. He has now finished the estimate which is being reviewed this week and should be available soon.
  5. Climate Emergency & Community Resilience: dealt with in public session (see above)
  6. Website rebuild to set up a working group, SC is happy to lead it, suggested members are RJ, SC, Kim Cazaly and Deri Parsons. Once needs have been established, the project should be put to tender again.  
**ACTION: RJ contact all and ask to attend an informal meeting at SC's house.**
  7. Allotment tenancies: two allotments are currently vacant at Lockett.  
**ACTION: RJ to advertise vacancies in September.**
  8. Vacancy for Councillor: process has been set in motion by Monitoring Officer and notices have been put up, also to be advertised in the OSN. Deadline of 3<sup>rd</sup> June for election requests.

### SC 19/5/9 Highways and Maintenance:

- Local Needs Survey for bus services: RJ has put a post on Facebook requesting suggestions to pass on to the project team at OTPfC  
**ACTION: RJ to put a poster in bus stops.**
- Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic  
Location: Newbridge Hill, Gunnislake  
Timing: 3<sup>rd</sup> to 14<sup>th</sup> June 2019 (19:00 to 06:00 weekdays only)  
Contact: D Toorneini, CORMAC Solutions Ltd, Tel: 0300 1234 222

### SC 19/5/10 Correspondence\*:

Natasha Ransom email regarding need for horse signs in Lockett

*It has been brought to light, with the recent traffic chaos through the village of Lockett, that there are no signs entering the village to advise of horse riders being present on the roads in the village. I have noticed that Downgate has ample signage but counted no less than 6 sets of horses riding past my house by Lockett Bridge on a Sunday morning. Whilst it may seem obvious to many habitual country drivers that they should drive thinking of meeting a horse around the corner, there have been drivers using the village who are*

not used to country driving and need pointers to remind them to drive as if they may encounter a horse rider around the corner. This was particularly an issue when Lockett was used as a short cut to Tavistock via Horsebridge where the drivers would not pass a warning sign on route.

Unfortunately, the local bridleway network requires that horses use roads to navigate between what few off road riding routes they have and a sign in Lockett would help to keep them safer.

Please consider this request as it would make the village safer for everyone

**ACTION: RJ to ask H&EE about installing Horse and Rider signs in Lockett**

**SC 19/5/11 Governance:**

1. GDPR/IT & Communications: NOTHING TO REPORT
2. Clerks annual leave: (The Clerk waived the right to discuss the following in closed session). No leave has been taken since commencement of employment. The clerk is planning to take off the last week in May and a week in October. However, hours are still building up so it was suggested that on a trial basis, the clerk should use up holiday hours as and when possible.

**SC 19/5/12 Finance:**

**Payments:** see attached payment schedule\*

It was proposed by SB, seconded by SC and RESOLVED to approve the payment schedule for May 2019, all in favour

**Receipts:** £8,234.92 being 50% of precept and CTS Grant.

**SC 19/5/13 Items for Agenda for next meeting:**

Strimmer damage to play equipment

Sheba Wood risk assessment

Climate Change Committee - arrangements for public meeting update.

**SC 19/5/14 Date and Time of Next Meeting:** 7:30pm in Parish Hall on 17th JUNE 2019

SR closed 10:02pm

**Clerk: Ren Jackaman, Treehill Cottage, Lower Downgate, Near Callington, PL17 8LA Tel: 07878368857  
e-mail: [parishclerkscpc@gmail.com](mailto:parishclerkscpc@gmail.com) website: [www.stokeclimslandparish.org](http://www.stokeclimslandparish.org)**

\*N.B. (to include planning applications, correspondence and payment requests received between agenda being published and meeting taking place).

Payment Schedule Current Account						
DATE	20th May 2019					
PAYEE	Invoice Date	Invoice #	Description	Amount	Cheque #	Signed
R. Jackaman - Parish Clerk	n/a	n/a	Salary and Reimbursements	£499.64	1354	PB, SC
Angela Greenhough Accountant	01.05.2019	2529	Payroll administration	£10.85	1355	PB, SC
Zurich Insurance	14.05.2019	63726024	Policy Renewal and update	£800.78	1356	PB, SC
Kivells Chartered Surveyors	15.04.2019	51856	Preparation of Farm Business Tenancy - Rowden Field	£270.00	1357	PB, SC
RoSPA	02.05.2019	41470	Inspection of Downgate and Village Green play equipment	£193.80	1358	PB, SC
NEST Pensions	18.05.2019	n/a	Employer's Contribution @ 5%	£36.75	DD	n/a
<b>TOTAL</b>				<b>£1,811.82</b>		