

STOKE CLIMSLAND PARISH COUNCIL

MEETING OF THE STOKE CLIMSLAND PARISH COUNCIL HELD ON
MONDAY 17TH SEPTEMBER 2018 COMMENCING AT 7.30PM IN THE PARISH HALL

PRESENT: Sarah Ross – Chairman (SR), Jerry Forbes (JF), Martin Howlett (MH), Philip Barriball (PB), Shirley Bruna (SB)

IN ATTENDANCE: Ren Jackaman – Parish Clerk (RJ; Cllr Neil Burden, Four members of the public (two left at SC18/08/7, one left at SC18/08/9)

SC 18/08/1 Apologies for absence: Nigel Cooper (NC), Stuart Cazaly (SC), David Crawley (DC), James Coumbe (JC)

SC 18/08/2 Declarations of Interest: NONE

SC 18/08/3 Public Session:

Deri Parsons representing the Community Facilities Group (CFG): Earlier this year, the Parish Council agreed terms of reference for the CFG. The 1st stage was to consider what facilities there are in the parish. All the facilities are well regarded and well supported but each face a number of issues and competition for scarce resources. There are several options: a) do nothing and maintain status quo, this is not considered viable, b) create a loose federation of independent self-governing organisations collaborating closely, this model may not make best use of existing facilities and will be hampered by conflicting demands and individual interests, c) unified management or administration structure to replace the existing structures, many entities operating under a single umbrella. The refurbishment of the Parish Hall will have an effect. CFG proposes that the strategic objective will be to work toward some form of unified structure and will conduct a feasibility study towards this. Significant changes to the status quo may be required and the prospect of change will raise its own issues. Some groups belong to larger organisations, so there may need to be a two-tiered structure with two types of membership, extensive consultation will be required. None of this is going to happen quickly and transition will take time. Evaluation may show that it is not in fact achievable, it may be that the details lead to some of the participating organisations bowing out. Whichever option chosen will be by public consultation and agreement. The Parish Council needs to consider what its role will be. Next step is to look at the feasibility and come up with a project plan. The CFG will use the two meetings with the Prince's Foundation on the 5-6 October to inform the next steps. The next CFG meeting is on the 16th October, where information will be brought together. SR invited Deri back to the meeting on the 17th December to give an update. MH confirmed that the Parish Council has full confidence in CFG group.

SC 18/08/4 Minutes: To approve the Minutes of meeting held on 20th August 2018.

It was proposed by PB, seconded by SB and **RESOLVED** to approve the minutes.

SC 18/08/5 Matters Arising:

1. **Venterdon Bus stop:** update on plans for construction: This item was postponed to next meeting as SC is absent.
2. **Luckett Playground:** update on transfer to Parish Council: Earl & Crocker have confirmed that they are happy to commence the conveyancing process, they have been put in touch with Caroline Vulliamy, who was absent so will give an update on progress at the next meeting.
3. **Use of Village Green Car Parks to park SORN vehicles:**

Sarah Mason of CALC has advised that the legal position of the parish council will be strengthened if the car park and green is on the official Register of Village Greens. The deed of 1987 confirms that the Village Green was conveyed by the Duchy with its status as a Village Green included as a clause. It is not on the Village Green register. The Parish Council cancelled commons status for the Village Green, Kit Hill and Hingston Down in the 1970s and 1980s. An attempt to re-register it was made in the 1990's but this appears to have failed, although the paperwork does not specify why. Sarah Mason has sent off the enquiry to NALC for legal advice.

ACTION RJ Start the process of registering the Village Green. Go through the papers and deeds and Land Registry documents to clearly establish a chronology. Ask Brigitte and Michael Cox for context to events. Check other pieces of land for registration status and inclusion on the Fields & Trusts Register.
4. **Items successfully actioned since last meeting:**
 - **Bray Shop Bus Stop:** Demolition is completed
 - **Venterdon Noticeboard:** Has now been collected from Tavistock Sawmills NC to put up when he returns from his holidays at end of month.
 - **Venterdon Duck Pond:** ADM Pest Solutions have baited the box behind the duck house and returned on Friday 7/9/18 to check on the bait.
 - **Tree Preservation Order confirmation at Old Mill Ref 54537/JB:** The TPO has now been confirmed and made permanent, a copy has been received by RJ. Chris Cooper-Young has contacted Cllr Burden to confirm that colleagues have attended the site and inspected the land....some coppicing to hedgerows has taken place. This work depending on fact and degree would normally need a written consent from the Authority however the officers did not note any issues in terms of the rationale for the work or indeed the methodology of the work carried out, the works were carried out by a suitably qualified tree surgeon. Some of the land has been cleared of ivy/bramble and this has been burnt on site, no mature trees on site appear to have been recently felled and a stockpile of logs noted on site were aged and moss covered. A caravan on site appears to be being used in conjunction with the maintenance of the land which is a permitted development by virtue of Class A of Part 5 of the Town and Country Planning

(General Permitted Development) Order 2015 and Paragraph 7 of the First Schedule of the Caravan Sites and Control of Development Act 1960. on this occasion it is not intended to pursue a formal investigation.

- **Chamber Lane maintenance:** RJ has contacted Oliver Jones, he is sending an inspector out to see if any work can be scheduled.
- **Millennium Stone** RJ has contacted Ian Piper via the website and Alex Piper has had a look at the stone. He has informally quoted c.£200 awaiting proper quote but he is on holiday at the moment.
- **New memory drives and smart phone...**RJ is attempting to set up a business account with PC world so that these items can be invoiced. Also, now looking into the possibilities of a dual sim phone as a phone is also needed for St. Mellion PC and it is possible to share the costs. Only one contract on offer in the UK with Three £49 upfront and then £27 per month (subject to change). So, £13 each for each council. St. Mellion have already agreed if SCPC want to do this:

It was proposed by MH, seconded by JB and **RESOLVED** to authorise this expenditure.

ACTION: RJ to contact Three and secure phone and contract.

SC 18/08/6 Planning:*

PA18/07871 - Mr Andrew Sweeney, School House, Lockett, Callington

Works to trees in a Conservation Area, namely fell the sycamore tree T1 located on the high road side bank.

Mr. Sweeney attended the meeting and confirmed that this application has been made by the Forestry Officer and the arboriculturalist they have contacted. There is a concern that the tree is unsafe and should be felled before it falls down and causes damage and hazard.

It was proposed by SB and seconded by MH and **RESOLVED** to support this application.

Enforcement:

Refusals, Approvals and Appeals:

PA18/07817 & 07818 - Miss Nicole Wendover, Penleat Cottage, Lockett, Callington

Retrospective application for Listed Building Consent for replacement of existing rotten and leaking windows with new wooden windows of same design, colour and shape. **APPROVED**

SC 18/08/7 Items for Report and Discussion

1. Report from Cllr Burden.

County Fund networks have been in contact with one another and likely share costs for the proposal to add visual display speed signage in Bray Shop. A complaint received about bus stop and dog poo bin removal at Bray Shop. At full council there was a complaint about asking to change the name of the new electoral division to Stoke Climsland & Altarnun.

Cornwall Council is facing problems with using EU money because of the exchange rate.

2. **Stoke Climsland Village Green: search for early years slide:** Playscapes can't provide anything cheaper and don't want to attach a slide to existing equipment. Caroline kindly sent a link to playdalegarden.co.uk cheaper slides but they are all too high. RJ has found a potential solution from Early Years Resources; the cost is £425.40 inc. VAT. This item is free standing although it does come with ground anchors which can be secured to the four wooden legs where the swing part is and cemented into the ground.

ACTION: RJ establish Installation costs and RoSPA requirements for feasibility, also check with SC as to what the inspection and maintenance programme is.

3. **Waste bin at Downgate bus shelter and need for dog poo bin:** RJ received an email from Frankie Padworth who currently empties the litter bin in the bus stop at Downgate crossroads. Some people use it as a dog poo bin. She now wants to stop emptying the bin and suggests that either Cornwall Council are instructed to empty this bin, or perhaps we could enlist the services of a dog owner to continue this chore.

RJ has put up a poster in the shelter asking people not to use the bin for dog waste, which seems to be working. Costs as established by a similar enquiry in July: The cost to put a bin on the round would be 4.50 a week. There is money for more dog poo bins, one at Downgate and one at the top of the footpath to the College. There would also cost £4.50 a week each to empty.

ACTION: RJ to find out how often the bin is emptied and ask if Cornwall Council can empty it every other week? Find out about the feasibility of moving the bin to the outside of the shelter.

4. **Report on Community Network Highway Scheme:** Four expressions of interest have gone to Chris Sims and will be discussed at the next Launceston CNP meeting on 20th September. He has asked if we can pick one to take forward to the next stage. RJ has explained that we would need more information on the costs and delivery options for each scheme to make an informed choice, so they will be discussed further at the meeting on the 20th. The Bray Shop Eol has also gone to Steve Foster for Caradon CNP. The meeting on the 6th September, was attended by RJ, NC and MH and the proposal scored highly for visual display speed warning signs. (See also: SC 18/08/9).

5. **Venterdon Ducks:** two new volunteers have been found to look after the ducks, following a request from the existing volunteers. RJ put up a poster and advertised on Stoke Climsland Hub on Facebook. Derek Ross has purchased two ducks recently to replace deceased animals. The drake cost £12 and a new female cost £20. He has asked for reimbursement.

It was proposed by PB, seconded by MH and **RESOLVED** to approve this expenditure.

ACTION: RJ to ask Derek Ross to write an invoice.

SC 18/08/8 Highways and Maintenance: Closure of Gunnislake New Bridge is planned for 18-20 September 9:30-16:30 for bridge maintenance, this will have a knock-on effect on Downgate, Stoke Climsland, Lockett and Horsebridge.

ACTION: RJ contact Devon & Cornwall Highways departments to ask if they co-ordinate to conduct bridge projects at the same time, inform both of the knock-on effects in our parish.

SC 18/08/9 Correspondence:

Email received today from Dave Hoskin:

"I read a while back that considerations were being given to the installation of speed cameras at bray shop, this has now been reduced to signage I have been told. Having had two cars written off by speeding traffic, both of whom tried to get away afterwards unsuccessfully I implore you to reconsider this change. It is only a matter of time before someone is killed. The police officer on speed watch agreed that average speed cameras would stop this overnight. I believe this to now be a matter of urgency that requires your re-evaluation as traffic is now apparently ignoring the speed limits entirety with speeds hitting 80+ mph through our village. Thank you for your time, please feel free to contact me. Sincerely yours, Dave Hoskin".

RJ has updated him on the current situation and has copied in Chris Sims and Steve Foster. RJ then received a phone call from Mr. Hoskin later asking if further physical calming measures to the request.

ACTION: MH SR to raise the issue at the meeting on the 20th September in Launceston. RJ to let Mr. Hoskin know of the outcome.

SC 18/08/10 Governance:

- GDPR Matters: Sarah Mason of CALC has confirmed that all councillors need a separate dedicated email address for parish council communication and that they need to avoid storing documents and emails on their own devices which contain any personal data associated with parish council business or enquiries.

ACTION: RJ to send an email to all councillors about setting up a Gmail account.

- RJ is still looking into getting gov.uk domain names sorted out. It is probably preferable for Kim that a service provider be approached because it is a lot to ask of her to do something like this for free. There would be a need for Cllrs to use a software package such as Office 365 and a cost would be incurred for keeping a secure mailbox. Further exploration needed.

ACTION: RJ to enquire about contracts and costs with Western Web Graphic Words (Alison Sheryll) plus one other and report back at the next meeting.

- IT: Website Privacy Notice has been updated to comply with GDPR. RJ will look at doing all the necessary administration around GDPR such as data flows, Data Protection Impact Assessments etc. Updates to be delivered as appropriate.

SC 18/08/10 Finance:

Payments: see attached payment schedule.

It was proposed by SB, seconded by MH and **RESOLVED** to approve the payment schedule and cashflow record.

Receipts: NONE

SC 18/08/11 Items for Agenda at next meeting:

- Parish Hall Committee de-brief (to be made a regular agenda item until further notice.
- Commemoration of Armistice Day on Nov 11th?
- Lockett Playground
- Early Years Slide

SC 18/08/12 Date and Time of Next Meeting:

7.30pm in Parish Hall on 15th October 2018

SR Closed the meeting at 9:20pm

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**Stoke Climsland
Parish Council**

Payment Schedule Current Account

DATE 17th Sep 2018

PAYEE	Invoice Date	Invoice No.	Description	Amount
Duchy of Cornwall	13.08.2018	125255	Half Yearly rent for Venterdon Allotments	£30.00
Clerks Wages & Reimbursement	31.08.2018	n/a	Salary and Book of 12 1st class stamps	£331.52
HMRC	31.08.2018	n/a	Tax for Clerk August & July	£121.20
Tavistock Sawmills	05.09.2018	128547	Venterdon Noticeboard	£122.57
Tamartrades	05.09.2018	2422018	Demolition of Bray Shop Bus Shelter	£1,032.00
Derek Ross	06.09.2018	n/a	Purchase of two replacement ducks for Venterdon	£32.00
TOTAL				£1,669.29