

ST STEPHEN IN BRANNEL PARISH COUNCIL

Minutes of the Ordinary Meeting of St Stephen in Brannel Parish Council
held at the Brannel Rooms, Fore Street, St Stephen
on Wednesday 5th July 2017 starting at 7.30pm.

Present:

Chair: Cllr Hatton

Vice Chair: Cllr Sibley

Messrs: Cllrs Davey, Edmonds, Hallett, McLening, Mills, Parker, Simpson and Wonnacott MBE.

Mesdames: Cllrs Mrs Allsopp and Mrs Tippett

In attendance:

Linda Ranger – Clerk, Ruth Mills - Administrator, Cornwall Councillor John Wood, Michaela Harris and one member of the public – Helen Lindsey, Whitemoor Recreation Ground Committee.

Cllr Hatton welcomed everyone to the meeting. He ran through housekeeping procedures and advised everyone present that if they intended to participate in the meeting, they could be recorded, photographed, filmed or otherwise reported about.

FPC127/17 Apologies:

It was

RESOLVED to accept apologies from Cllr Mrs Wonnacott, Cllr Mrs Yates and Cornwall Councillor Greenslade.

FPC128/17 Declarations of Interest:

Cllr McLening declared a pecuniary interest in the grant application from Coombe Community Trust Playing Field under agenda item 9.

FPC129/17 Dispensation Requests:

None.

FPC130/17 Public Participation:

A police report had been distributed prior to the meeting. There had been 56 calls to the Police over the month in relation to the Parish. It advised that there had been 18 crimes during June 2017 out of which 12 offenders were known and had been arrested, charged or cautioned. The reports were broken down as follows –

Foxhole	7
High Street	1
Nanpean	1
St Stephen	9

Cornwall Cllr Wood spoke on the Electoral Review and asked Members to think carefully about their response and take into consideration outside influences such as the recent police cuts.

Cornwall Cllr McLening reported that he had received housing needs figures from HomeChoice which he would forward onto the Clerk. It was hoped he would get this information on a monthly basis. Members were also advised that Cllr McLening had received numerous complaints regarding potholes and grass verges so had arranged a meeting with Cornwall Council Highways department to discuss.

Mrs Helen Lindsey spoke on agenda item 15 and took questions from Members.

Cllr Hatton declared a non-pecuniary interest in the matter.

FPC131/17 Co-option:

Michaela Harris introduced herself and took questions from Members.

As per the Co-option Policy, it was **RESOLVED** to raise standing order 3c and the Chairman requested that the candidate and members of the public leave the meeting.

It was **RESOLVED** that Michaela Harris be co-opted onto the Parish Council for the Nanpean ward.

It was **RESOLVED** to re-instate standing order 3c.

Michaela Harris and the members of the public returned to the meeting.

Cllr Hatton reported on the decision made and welcomed Michaela Harris as a member of the parish council.

Cornwall Cllr Wood left the meeting at 8pm.

FPC132/17 Declaration of Acceptance of Office:

Cllr Mrs Harris signed the Declaration of Acceptance of Office. The form was passed to the Clerk who witnessed the signing.

FPC133/17 Full Council Meeting Minutes:

It was **RESOLVED** that the minutes of the meeting held on Wednesday 7th June 2017 be signed as a true and accurate record.

FPC134/17 Matters Arising:

FPC122/17: Cornwall Council had advised they were finalising a contract for the cleaning of their bus shelters so those mentioned would be cleaned in the near future.

The meeting was suspended at 8.05pm whilst a fire drill took place.

The meeting reconvened at 8.10pm

It was

RESOLVED to move agenda item 15 forward.

FPC134/17 Community Benefit Fund Application:

After discussion, it was

RESOLVED to award Whitemoor Recreation Ground a grant of £10,000 and that the monies be taken from the Kernick Solar Farm funds (LGA 1976 s19 Misc Prov)

Helen Lindsey left the meeting at 8.15pm.

FPC135/17 Committee Meeting Minutes:

Finance & General Purposes Committee

The minutes of the Finance & General Purposes Committee meeting held on Wednesday 14th June 2017 were received. It was

RESOLVED to approve the following recommendations –

Grant Applications

That the following grants be awarded:

Cllr McLening left the meeting.

- a) Coombe Community Trust Playing Field
Annual grant
£1,500 – LGA 1976 s19 Misc Prov

Cllr McLening returned to the meeting.

- b) Lucie Oakley
Attendance at International sports event grant.
£150 – General Power of Competence
- c) Gainsborough Park Community Centre Residents Association
Annual Grant
£900 – LGA 1972 s133
- d) Gainsborough Park Community Centre Residents Association
Small project grant
£1,374.91 – LGA 1972 s133

- e) St Stephen Carnival Committee
Annual grant
£1,000 – LGA 1976 s19 Misc Prov
- f) St Stephen Recreation Ground
Annual grant
£1,500 - LGA 1976 s19 Misc Prov
- g) Woman's Rape and Sexual Abuse Centre
Relocation donation request
£250 – General Power of Competence
- h) 1st Treviscoe St Stephens Guides
Camp costs
£250 – General Power of Competence

It was agreed that representatives be invited to the next meeting to collect their grant cheque.

Carparks

That, following permission from St Austell Brewery, the Parish Council enter into a contract with Llawnroc Parking Services to ensure the disabled parking space in the former Kings Arms car park is used correctly.

Environment Committee

The minutes of the Environment Committee meeting held on Thursday 15th June 2017 were received. It was

RESOLVED to approve the following recommendation –

Soil Testing

That a request be sent to Cornwall Council asking for soil testing to be removed from the agreement.

Planning Committee

The minutes of the Planning Committee meeting held on Wednesday 24th June 2017 were received. It was

RESOLVED to approve the following recommendation –

Planning Protocol Procedures

That the draft Planning Protocol Procedures be adopted.

Finance & General Purposes Committee

The minutes of the Finance & General Purposes Committee extra ordinary meeting held on Wednesday 28th June 2017 were received. It was

RESOLVED to approve the following recommendations –

Grant Applications

That the following grant be awarded:

St Austell Boxing Club
Annual grant
£500 - LGA 1976 s19 Misc Prov

It was agreed that representatives be invited to the next meeting to collect their grant cheque.

Confidential Matter

The recommendation would be considered under agenda item 19 for approval.

FPC136/17 Payment of Accounts:

It was

RESOLVED to approve the accounts as presented –

Items for Ratification:

Direct Debits

SWALEC	Car Park Electricity	8.85
OneCom	01726 821233 (June)	15.48
SW Water	Nanpean Cemetery Water	34.95
SW Water	St Stephen Toilets Water	131.12
SW Water	Craft Workshops Water	267.59
SW Water	St Stephen Cemetery Water	49.63
Total		507.62

Debit Card

Google	Email (July)	7.92
Amazon	H&S – Fire Check book	5.99
Booker	Neighbourhood Plan Refreshments	25.81
ASDA	H&S – Protective sprays	33.00
Total		72.72

Telepay

Various	Salaries – Period 3	9,185.82
Total		9,185.82

Items for Approval:

Electronic

AQM	March to May report	1,800.00
ASG	Alarm service and support	70.30
SeaDog IT	Website hosting fee (July)	15.95
Mercer Sec	Brannel Room caretaking (June)	203.00
Viking	Stationary	75.03
Cormac	Car park sign	312.00
CALC	Finance course x 2	60.00
Grahams GM	Repairs and new part	58.00
SLCC	VAT course x 2	228.00
B&Q	Office decorating supplies	113.94
Total		2,936.22

Cheque

Imprest	Petty Cash	104.89
Cllr Simpson	Travel expenses	27.90
L Ranger	Travel expenses	18.00
R Mills	Travel expenses	31.50
S Dowrick	Travel expenses	12.60
R Blackie	Fuel	156.36
HMRC	Tax & NIC Month 3	2,452.65
Total		2,803.90

Direct Debits

Initial	Hygiene Contract (July)	9.92
E-on	St Stephen Cemetery Electricity	102.55
E-on	Brannel Room Electricity	116.76
E-on	St Stephen Toilets Electricity	28.61
E-on	Parish Office Electricity	94.92
SW Water	Nanpean Toilets Water	69.78
Total		422.54

Monies Banked:

Interest (June)	7.04
Craft Workshop Rental (June)	708.95
Brannel Room Hire	340.00
Burial Fees	2,025.00
BT Refund	51.52
Total	3,132.51

Transfers:

To approve a transfer of funds £16,000 (to include July salaries) from Business Account to Treasurers Account.

FPC137/17 Former Sunday School also known as the Church Rooms, Nanpean:

It was

RESOLVED to accept the quotation from Philip Goacher Associates for £595 plus VAT.

FPC138/17 Neighbourhood Plan Steering Group:

Cllr Simpson gave an update from the last Steering Group meeting.

FPC139/17 Electoral Review of Cornwall:

It was

RESOLVED that delegated powers be given to the Clerk and Cllrs Mrs Allsopp, Hatton and Sibley to respond to the aforementioned review.

FPC140/17 Flying the Red Ensign for Merchant Nay Day:

It was

RESOLVED that no further action be taken.

FPC141/17 Consultations:

It was

RESOLVED that

No response be sent to the 2017 Off-Street Consolidation Order as the Parish was not affected.

Cllr Simpson draft a response to the Cornwall Site Allocations Development Plan Document (DPD) Submission Consultation (June 2017) (Regulation 19/20 Consultation).

Cllr Simpson draft a response to the Cornwall Minerals Safeguarding Development Plan Document (DPD) Submission Consultation (June 2017) (Regulation 19/20 Consultation).

Cllr Sibley draft a response to the Community Infrastructure Levy (CIL) Draft Charging Schedule.

No response be sent to the Terrestrial European Sites Mitigation Supplementary Planning Document.

No response be sent to the Biodiversity Supplementary Planning Document.

Cllr Simpson detailed his respond to the St Austell Bay & Clay Country Community Economic Plan Consultation.

FPC145/17 Correspondence:

Post:

1. NALC: Local Council Review Summer 2017 edition
2. Clerks & Councils Direct July 2017 edition

E-Mail:

1. CALC: Weekly News Round Up Newsletters 9th June 2017 edition and CALC News June 2017 edition
2. SLCC: News Bulletin dated 19th June 2017
3. Cornwall Council: Neighbourhood Planning Update June 2017
4. Cornwall Council: Communities and Devolution Newsletter May 2017 edition
5. Cornwall Council: Special Bulletin – Cornwall Electoral Review
6. Cornwall Council: Special Bulletin – Launch of priorities for Cornwall
7. Cornwall Council: Special Bulletin – Cornwall Electoral Review
8. Cornwall Council: Special Bulletin – Residents Survey 2017

Invitations:

None

FPC146/17 Information and Answers:

- a) The Clerk advised that the Prince's Trust were currently offering community project support.
- b) The Financial Services Compensation Scheme protected amount had increased to £85,000.
- c) The fixed term deposit would be ending in August 2017, the matter would be placed on the August agenda however the Clerk advised moving the money to a 32 Day Notice Account.
- d) Cllr Sibley gave feedback from the Community Network Area meeting.
- e) Cllrs Sibley and Wonnacott MBE gave feedback from the St Dennis & Nanpean Community Trust meeting.
- f) Cllr Sibley gave feedback from the St Dennis Education Grant Committee meeting.
- g) Cllr McLening advised that Mr Hawkins had extended an invitation to visit the Hawkins sites. The Clerk asked that the invitation come to the Parish Council office.
- h) Cllr Parker mentioned his concerns over the amount of litter across the Parish. Cornwall Cllr McLening responded.
- i) Cllr Hallett reported he had received various complaints connected with the allotments. The Clerk advised that she was aware of the problems and the details had been passed onto the relevant organisations.
- j) Cllr Simpson gave feedback on the site visit organised by Imerys.
- k) Cllr Simpson gave feedback on the Planning Partnership meeting he had attended.
- l) The Clerk advised that meetings had now been added to the website and Members could subscribe to the alert system.
- m) Members were reminded that the next Neighbourhood Plan Steering Group meeting was being held on Tuesday 11th July 2017.
- n) The AQM report had been received and the details could be found on the website.
- o) Cllr Sibley invited Members to defibrillator training at Treviscoe Institute on Tuesday 11th July 2017 at 6.30pm.

FPC147/17 Public Bodies (Admission to Meetings) Act 1960:

There were no members of the public present.

It was

RESOLVED to approve the recommendation as presented.

The meeting ended at 9.25pm

Chairman

Date

DRAFT