

## **MINUTES OF WEEK ST MARY PARISH COUNCIL MEETING**

held on Thursday 8<sup>th</sup> October 2015 at 7.30pm in the Parish Hall.

**PRESENT:** Mr J Ward Vice Chair, Messrs R Harris, P Sachs, W Pearce, P Coulson, S Cluney, Mrs C Slade Mrs N Johns and the Clerk.

**APOLOGIES** – Mrs M Smith and C Cllr N Chopak. Mr S May is expecting to arrive by 8.00pm  
0 members of the public were present.

**CHAIRMAN’S WELCOME** – The Vice Chairman welcomed everyone to the meeting.

**DECLARATIONS OF INTEREST:** Mrs N Johns - PA15/07311 and PA15/07031 Mr P Sachs - PA15/07031. Mr P Coulson - PA15/07311.

No COUNCILLOR DISPENSATIONS received.

**CONFIRMATION of the MINUTES of the MEETING** held on September 10<sup>th</sup> 2015.

The minutes of the meetings were agreed.

### **MATTERS ARISING**

**Superfast Broadband** – The Clerk had received a telephone call from a BT employee who is making enquiries after being contacted by Mr S Mann MP. The Councillors advised that no one in Week St Mary yet has access to Superfast Broadband despite the website stating it is available and orders being taken. Some BT engineers have advised there is a major error and there has been incorrect connections and a lot more work needs to be done. The Clerk will ring BT and it was suggested that if councillors attend a meeting on 13.10.15, at which Deputy Leader Adam Paynter is scheduled to attend, to raise the matter with him as he is Cabinet Member for Partnerships.  
**Community Care** in Week St Mary – Ms C Leandro CC Head of Service, Adult Care & Support has responded advising that they are working closely with people to secure services. There are companies that can provide services in Week St Mary when they have capacity but at present it is difficult to secure services. Mrs C Slade advised that people in need of care can contact Deer Park in Holsworthy and arrangements can be made to have some day care in Deer Park. Mrs Slade also advised that there is a possibility that staff from Deer Park may be able to make house calls in the future.

Mr S May arrived

**Hospital Inpatient beds** - ND Healthcare Trust have confirmed that Holsworthy Hospital Inpatient beds will remain.

**Localism Summit** – The Clerk had requested a copy of notes/minutes from the meetings/workshops held in Truro and been advised that all the Summit information is on their website, including the presentations from the guest speakers and the workshops. The link is: <http://www.cornwall.gov.uk/community-and-living/parish-and-town-councils/localism-summit-2015>.

**Code of Conduct** – Cllrs S Cluney, W Pearce and the Clerk had attended.

### **No OPEN FORUM**

#### **PLANNING – No Decision Notices**

1. Deal with Decision Notices received by the date of the meeting that are considered urgent.

Mr J Ward left the meeting and, by agreement, Mr W Pearce took the Chair  
With approval of the council it was agreed to deal with Correspondence next.

### **CORRESPONDENCE**

Correspondence circulated 02.10.15

1. Wicksteed Playgrounds leaflet
2. Glasdon Special offers
3. Hags/SMP play equipment/Fitness flyer.
4. CC 2 x Communities & Devolution Bulletins Sept 10th
5. Cornwall Fire & Rescue Service Plan 2016/19 consultation
6. Lanner Parish Council re paperless planning
7. CC Waste Incentive Neighbourhood scheme.
8. Vital Venues.
9. Enquiry from parishioner about parish council position relating to grants. Further to the email reported in last month’s minutes, there had been a subsequent email on 13.09.15 asking for details of the vote and for a

copy of the advice from the planning expert. The Clerk had responded on 14 & 15.09.15.

10. CC Communities & Devolution Bulletin Sept 21st.
11. Workshop dates for paperless planning
12. Community Energy Switch info.
13. Vital Venues Sept/Oct newsletter.
14. Email from Bude & Stratton Post reporter enquiring if a discussion about CARE took place at the September meeting
15. CC Devolution – Progress update 29th Sept.
16. Healthwatch Cornwall September newsletter.
17. CC Communities & Devolution Bulletin 1st October + attachments Quarterly Enforcement Report & Non material amendments to planning permission.
18. Emails from councils re paperless planning.
19. Copy of Notes from Code of Conduct Training (2015 Update) with Bite size flyers: Standards Code of Conduct & Standards Assessment Procedure.

Correspondence dealt with at the meeting:

20. Invitation from CC Leader and deputy Leader, J Pollard and A Paynter to an Open Doors event in the Falcon on Tuesday 13<sup>th</sup> October.
21. CC Waste Incentive Scheme deadline extended to 09.10.15.  
Cornwall & Isles of Scilly Growth Programme information event at Bude 08.10.15
22. Bude Community network panel meeting 12.10.15 – now cancelled.

Mr J Ward returned to the meeting and resumed the Chair

### **PLANNING – Applications**

Mr P Sachs and Mrs N Johns left the meeting

1. PA15/07031 - Replace garage lean to roof with pitched roof Proposed Domestic Shed to Rear (with solar pv panels) (all works domestic). Hillcrest Week St Mary. Mr P Bromell. Following examination of the plans and the discussion it was resolved to make no comment.

Mr P Sachs returned to the meeting. Mr P Coulson left the meeting.

2. PA15/07311 - Extension and alterations. 5 Market Place Week St Mary. Mrs P Barriball. Following examination of the plans and the discussion it was resolved to make no comment.

Mrs N Johns and Mr P Coulson returned to the meeting.

3. PA15/03083 - Installation of a solar farm and associated infrastructure, including photovoltaic panels, mounting frames, inverters, transformers, substations, communications building, fence and pole mounted security cameras, for the life of the solar farm. Land At Hornacott West Ditchen North Tamerton PL15 9RN. Lightsource SPV165 Limited. (North Tamerton Parish). The Appellant has lodged an Appeal. Following a short discussion, the Clerk was directed to write to the Planning Inspector referring to their letter dated 16.05.15 and state that they remain opposed to the application and there has been a proliferation of solar panel farms and that the cumulative effect is having a very negative impact on the area.

### **PLANNING – Queries Other Planning Matters**

The planning application for the development at Treetops has been validated and will be on the November Agenda. Following requests from some parishioners, it was resolved to have the plans available to view in the Parish Hall from 3 – 5pm on Saturday 7<sup>th</sup> November.

### **PLANNING – Paperless Planning**

CC is proceeding with their intent to go paperless and have sent an email received 21.09.15 asking for a response by 02.10.15. The move to paperless will take place on 04.01.16 or from 01.04.16. CC has arranged 6 x workshops the 2 closest are Wadebridge November 17<sup>th</sup> and Liskeard 18<sup>th</sup> January. The Clerk has already advised that she could not respond until 09.10.15 (after the deadline) and has requested a workshop nearer to the Bude area. It was resolved that Week St Mary should not go paperless in January.

### **PLAYING FIELD**

Play Equipment – Repairs & Maintenance.

Mrs C Slade left the meeting.

**Skateboard apparatus:** Mr M Slade has estimated the labour to repair the ramp in plastic to be £600. The price for the plastic is £600 + £175 for the sides - Total £1375. Following a long discussion, it was proposed, and seconded to proceed with the repairs; the vote was carried by 7 with one abstention. Mr J Ward will speak to Mr Slade to confirm the price and organise the materials so the parish council can reclaim the VAT.

Mrs C Slade returned to the meeting.

Safety Check –Mrs C Slade and Mrs N Johns have carried out their safety inspection, cleared away some rubbish and old wood with nails. Their main concern is the poor safety ground cover. Mrs M Smith has been trying to get some samples of rubber safety chips. There was a discussion about bark versus rubber but it was suggested that the cost is similar. Repairs to the bridge are on the 'to do' list. Concern was expressed about the benches and it would appear that one is still missing.

Tennis Court – Mr S May agreed to deliver the sheets for the goal markings to Mr P Sachs. During the safety check it was noted that there are rushes growing up through the tarmac of the tennis court.

Hedge – it was resolved to ask Mr E Barriball if he can cut the inside and outside of the Play Area hedges and if the figure is below the agreed amount for him to go ahead as soon as possible.

Fence between Play Area and Grigham House – Mr J Grigg has offered some fencing and posts, Mr J Ward and Mrs N Johns will speak to him to check the size and suitability and it was resolved, in principle if they are suitable, to get tenders for them to be installed.

Football Club Storage Unit – WSMFC have requested to erect a storage shed using green metal profiles on a concreted base for the mower and equipment, to be situated close to the changing rooms in the far north west corner of the lower field at the back of the new car parking area. The total area less than 30sqm, will not encroach within 1 m of the boundary and planning permission is not required. It was unanimously resolved to approve the request. When the Clerk replies, in view of safety concerns, she will ask the committee to remind drivers not to park vehicles on the verge near the entrance but to use the Village Hall car park.

### **WEED TREATMENT IN WEEK ST MARY PARISH**

Mr T Bird from CORMAC has confirmed that there is only time for 1 treatment this financial year – the cost will be £109.73 + VAT and will include Ashbury Grove. It was resolved to place the order and ask to be notified when the work will be undertaken.

### **WEEK ST MARY TOILETS**

- a) Mrs N Johns has given the voluntary contribution sign to Mr P Sachs and the contribution box should be delivered in a few days. Mrs N Johns will order an A4 sign requesting children not to play near the toilets.

### **FINANCE**

1. Payments totalling £616.51 as per schedule together with additional £1274.59 – 5 cheque payments (CC, Amazon, J Sachs, Ministry of Signs x 2) were approved.
2. Income.

Week St Mary Football Club	50% of last year's advertising	£200.00
Week St Mary Football Club	Reimbursement SWW & EDF	£56.28
3. Bank Balances.

Nat West Current Acc	£2,890.33
Nat West Savings Acc	£5,000.00
Monmouthshire Building Soc	£8410.10
4. Monmouthshire Building Society signature mandate. It was agreed to update and add Mrs M Smith as a signatory (in addition to the existing – Mr W Pearce and Mrs B Heathcote). The Clerk will organise collecting and forwarding the relevant 2 identity documents.
5. 2nd QTR Bank Reconciliation and Balance Sheet. Copies had been circulated – some tidying up had been done re the listing of the grants in the budget line and the £20 for the lottery license had been added as actual expenditure for June.
6. Plan for 2016/17 Precept – draft figures had been circulated. Information from CC re the Community Tax payment has not been received, it is expected that the precept request must be received by CC by 01.01.16.
7. Changes to Pension rules. - Deferred

### **TRANSPARENCY CODE**

Information about the grant (funded by UK Government) received from CALC had been circulated. The grant is offered to take into account that councils with a turnover of £25k or less are having to comply with the Transparency Code and the existing Audit Commission, it is also to cover the cost of work and equipment bought after 01.04.15 solely to comply with the Code. The government are planning to offer funds for 15/16, 16/17 and 17/18. Mr D Martin has confirmed he is prepared to continue placing agendas and minutes on the community website and, to comply with the Code, has included the finance information this year. Mr P Coulson offered some advice on the amount of time it takes to administer a website and the costs etc. The Clerk has completed a draft grant request for 12 hours per annum + funds towards the cost of administering the website which the parish council approved.

**POLICIES AND PROTOCOLS - deferred**

**PARISH MATTERS & RECEIVE UPDATES**

Defibrillator – Mr P Coulson is continuing to liaise with the BHF and SW Ambulance.

Details of Emergency Contacts in the Parish. – it was mentioned that this needs doing before the onset of winter.

Record book of Parish Councillors terms of office. Mrs C Slade continues to make good progress with the information.

Bench repairs –ongoing.

Footpaths/Parish Greens/Parish Office/Memorials/Transport- nothing to report.

Community Policing – Concern was expressed about further cutbacks.

Highways – some patching has been done at Flodden Tor, some but not all lines have been painted. Mr Cluney is pursuing other areas that need work with CC

**NO REPORTS FROM VILLAGE ORGANISATIONS**

**CLERK’S ANNUAL REVIEW - deferred**

**ITEMS FOR NEXT AGENDA**

**DATE FOR MEXT MEETING – November 12<sup>th</sup> 2015**