

St Breward Parish Council 2022/23

Minutes of the Council meeting for

Monday 5th December 2022 at 7pm

Held in St Breward Village Hall

1) Parish Councillors Present: Veronica Stansfield, Stephen Nankivell, Fiona Camboropoulos, Paul van der Ben, David Poxon, Denis Lusby

Unitary Authority Councillor Present: Dominic Fairman

Clerk to the Parish Council: A Cornelius

Members of the Public Present: Mr Camboropoulos

	Minutes	Action req'd/Person responsible
Public concerns and issues raised prior to start of the PC meeting	None – as Mr Camboropoulos attended for the item under planning.	
2) Apologies	Patrick Lucas (work), Darren Wills (work), David Cornelius (work), All accepted by those present.	
3) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of Conduct)	FC – registerable interest for item 7a ii) DP & PvdB – non registerable interest for item 7a ii) as friends of the applicant	
4) Minutes of the meeting 8 th November 2022	The PC noted that the Clerk need to add in the following in section 7) Planning matters & planning applications – Councillors Wills and Cornelius returned to the meeting before moving onto 'Decisions'. This noted the PC approved the minutes of the meeting held on 8 th November 2022. Proposed by VS , seconded by FC. All in favour.	
5) Matters Arising	i) Rylands Bus Shelter – Parish Council need to proceed in improving the bus shelter and will need to compose a specification so that quotes can be received. It was agreed to concentrate on this at the January 2023 meeting. ii) Clerk still has not heard from Community Heartbeat Trust re telephone box – will keep chasing iii) Clerk has written to Philip Desmonde regarding public transport in the village and the cessation of Bus 55. iv) Clerk has given Mr Foster the 20mph signs as agreed v) Re Dog Bin at Lower Penquite – the PC were advised that CC did nothave any spare bins for use. Therefore – it was advised that the PC buy a multi purpose bin for this issue – linking Mr Webb as the volunteer for weekly emptying of bin. Should he ever move – the PC would have to revisit the emptying of this bin and whether it incurred a new cost. This will be covered under item 14) vi) No update re Jubilee Granite Seats. No response from Lady Molesworth St Aubyn about siting seat at Collans Cross – so agreed to proceed.	Clerk
6) Public Concerns & Comments	None	
7) Planning matters & planning applications	i) PA21/09022 reserved matters application following outline approval of PA18/06320 for construction of one dwelling land south of Tor Cottage Coombe Road St Breward Mr C Andrews The PC reviewed the updated drawings and elevations on this application and took note of the Tree Preservation Officer's comment to date. The PC supports this application in principle as long as all the Tree Officer's concerns are addressed. Proposed by DP, seconded SN – all in favour.	

St Breward Parish Council 2022/23

**Minutes of the Council meeting for
Monday 5th December 2022 at 7pm
Held in St Breward Village Hall**

	<p>Councillor Camboropoulos left the meeting due to her personal interests. Councillors Poxon & van der Ben declared their non registerable interest.</p> <p>ii) PA22/09885 Willow Cottage & Honeysuckle Coombe Mill Change of use from holiday rental to residential (resubmission of App No PA22/07346) Mr N Cambouropoulos - The PC supports this application. Proposed by SN, seconded by VS Councillor Camboropoulos returned to the meeting.</p> <p>iii) Decisions:</p> <p>PA22/07089 Approved West Rose Farm PA22/07090 Withdrawn West Rose Farm</p>	
8) Police Report will be received	Bodmin & Wadebridge Neighbourhood Police Team newsletter circulated	
9) Updates from CALC	b) Code of Conduct (adopted by Cornwall Council) – the Parish Council resolved to adopt the Code following amendments - proposed by FC, seconded by DP – all in favour.	
10) Play Areas at Rylands	<p>a) VS checked for November 2022 & DL now doing for December 2022.</p> <p>b) Rota to be organised from January 2023</p> <p>c) VS confirmed that signage has been ordered for the disused Penvorder play area and DL advised that he will check if C Hill has removed all equipment at Penvorder play area.</p>	VS & DL
11) Village Seats, grit bins, bins & notice boards	<p>a) Paul van der Ben will give update re Granite Jubilee seats in January meeting</p> <p>b) Grit bin – new Orbister one has been delivered – C Hill will be asked to position</p> <p>c) Meeting temporarily took a break due to phone call & refreshments</p> <p>d) Meeting resumed</p> <p>e) Notice boards – C Hill to undertake moving of one board to FP 13 and erection of notice board at Churchtown</p>	PvdB DL DL
12) Rylands Bus Shelter	The PC needs to proceed in improving the bus shelter and will need to compose a specification so that quotes can be received. It was agreed to concentrate on this at the January 2023 meeting.	Jan Agenda item
13) Higher Lank Bus Shelter	Signage not yet received for Higher Lank Bus Shelter	
14) Dog Bin	The PC were advised that CC did not have any spare bins for use. Therefore – it was advised that the PC buy a multi purpose bin for this issue – linking Mr Webb as the volunteer for weekly emptying of bin. Should he ever move – the PC would have to revisit the emptying of this bin and whether it incurred a new cost. Proposed FC, seconded DP – 5 in favour, 1 abstain from vote.	Clerk to order bin
15) Footpaths	a) AMLAG post project report has been completed. The PC website does not currently have the capability to display the information/images requested within the LEADER project. Therefore, the PC resolved to add this functionality to their website at a cost of £30 & VAT – proposed by DP, seconded by PvdB – all in	VS

St Breward Parish Council 2022/23

Minutes of the Council meeting for

Monday 5th December 2022 at 7pm

Held in St Breward Village Hall

	<p>favour. Councillor Stansfield offered to liaise with Western Web.</p> <p>b) Receipt of correspondence from Monitoring Officer Mr Mansell with regard to complaint about Parish Council – noted by all present.</p> <p>c) Receipt of correspondence (dated 30 November) re Judicial Review – pre-action protocol letter FOI/EIR from Stephens Scown LLP. The PC discussed the content of the letter. The PC reviewed their FOI Policy for Handling Requests for Information and noted it has 20 working days to respond to a FOI request. The PC asked the Clerk to review and update it's Policy for Handling Requests for Information (FOI) for review and approval at the next meeting, as well as including it on the PC website.</p> <p>The Parish Council asked the Clerk to undertake the following:</p> <p>i)contact CALC to seek legal advice and support, ii)respond to the Solicitors request by advising that their request will be responded to within 20 working days, and that within this time period the PC will confirm whether or not it holds the information requested, & advise the fees associated with all requests and provide the information unless an exemption applies iii)Contact the Parish Council insurers to determine the value of cover iv)Distribute the Council's policy for handling requests for information in view of new councillors</p> <p>The PC received the draft report from Mr Eastwood on Friday 2nd December, requesting that the PC check the draft report and provide any responses by 30th December 2022. The PC noted that they will not be meeting until 9th January 2023 and asked the Clerk to notify Mr Eastwood of this timeframe, as there is no opportunity for the PC to review any amendments beforehand.</p> <p>d) Access to FP 29 – gates across unclassified road at Newton – Mr Oliver Jones has reviewed it and he is going to erect a sign at the entrance to say it is a no through road and there is footpath access.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk Clerk</p> <p>Clerk</p>
16) Public Conveniences	No update	
17) Boundary Commission Final consultation	Noted by all present	
18) Cornwall Council Youth Provision review	Deadline 23 rd January 2023 & noted	
19) The PC will note all reports made to Cornwall Council in the past month and update on progress	W222025989 – matter has been resolved (overflow water running at Limehead)	
20) Reports will be received by Unitary Councillor Fairman	Safeguarding Toolkit Training – DL advised that he attended the training. Cornwall Council is proposing that the PC have a Safeguarding policy. Clerk asked to circulate to all Councillors, for adoption at the January 2023 meeting.	Clerk

St Breward Parish Council 2022/23

Minutes of the Council meeting for

Monday 5th December 2022 at 7pm

Held in St Breward Village Hall

<p>and/or the members of the Parish Council</p>	<p>Code of Conduct Training – attended by DCC & AC – invoice yet to be received (CALC)</p> <p>DF – updated the Council with regard to the devolution deal starts 9th December, meeting tomorrow evening for anyone interested. DF advised that Cornwall Council want to get a referendum debate about having an elected Mayor.</p> <p>Consideration of a food bank – maybe consider offering that in the Church. DL will discuss with PMcShee and bring back proposal at next meeting.</p>	<p>Clerk</p> <p>DL</p>
<p>21) Financial Matters</p>	<p>The PC noted that the current account has £367.95 on 5th December 2022. The PC noted that the savings account has £32866.03 The PC reviewed all payments, BACS payments and inter account transfers and all actions supported. Proposed by DP, seconded SN – all in favour.</p> <p>a) The PC resolved to give the Band a £100 donation previously. Clerk requires the Band’s bank details to progress this. Chairman will forward to Clerk.</p> <p>Payments made: PAYE: £100.20 Cleaner: £288 Clerk: £401.24 British Gas: £21.53 CALC Training: £24 (Code of Conduct training)</p> <p>In view of the time – the PC asked the Clerk to review General & Earmarked Reserves in January meeting, as well as the PC Precept . The PC asked the Clerk to notify CC Corporate Finance team (Will Tarrant). The PC resolved to undertake this at January 2023 meeting.</p> <p>The PC noted that the external auditor has been appointed – BDO LLP for 2022/23 – 2026/2027 audits.</p>	<p>Clerk</p> <p>Clerk</p>
<p>22) Correspondence</p>	<p>a) Proud to Care Cornwall – noted b) Let Cornwall Decide – noted c) Elan City – MVAS – the PC reviewed the grant allocation and spend to date. A discussion ensued. It was suggested to buy 2 additional batteries, allow for additional insurance costs and a battery charger. However, before proceeding with this it was agreed that Councillor Stansfield will pursue costs from Elan City and discuss with DP & DW. Proposed by SN, seconded by FC– all in favour. Then the PC can approve a proposal at next meeting. The PC will ask DW to review the data and look at this at the January meeting.</p> <p>d) Cornish Buildings at risk noted</p>	<p>VS</p> <p>Clerk</p>

St Breward Parish Council 2022/23

Minutes of the Council meeting for

Monday 5th December 2022 at 7pm

Held in St Breward Village Hall

	e) Website upgrade to include uploading of pictures – previously discussed at item 15a)	
23) Forthcoming Training/Meetings/seminars	Camelford Community Network meeting 18 th January 2023 (November meeting cancelled) CALC Teams meeting 8 th December 2022 at 11am for Clerks & members of local councils – Budget Update, 2 people per Council	
24) Items for discussion at next meeting	Precept planning for 23/24 FP2 Rylands Bus Shelter Elan City Evolis MVAS	
25) Date & time of next meeting	The PC agreed to hold the next meeting on Monday 9 th January 2023 at 7pm Meeting closed at 21:40hrs	