



St Breward Parish Council 2020
Minutes of the Council meeting for
Tuesday 1st September 2020
Held via Zoom as a remote meeting at 7pm, because of COVID19 legislation

1) Parish Councillors Present: Denis Lusby, Veronica Stansfield, David Cornelius (left at 8:30pm), Joe Kay, Ben Fairman
Unitary Authority Councillor Present: Dominic Fairman joined at 7:30pm
Clerk to the Parish Council: A Cornelius
Members of the Public Present: None

	Minutes	Action req'd/Person responsible
Public concerns and issues raised prior to start of the PC meeting	None	
2) Apologies	Darren Wills(working) David Poxon (personal) Patrick Lucas (working)	
3) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of Conduct)	DC declared registerable interest in items 15g & 17c.	
4) Minutes of the meeting 13 th July 2020	The PC approved the minutes of the meeting held on 13 th July 2020. Proposed by VS seconded by JK . All in favour. The Chairman welcomed all participants via Zoom meeting in view of the current COVID pandemic.	
5) Matters Arising	<p>Actions reviewed and prioritised in view of COVID 19:</p> <ol style="list-style-type: none"> 1) On Hold – work with owners of Wenford Pottery regarding commemorating Michael Cardew 2) Clerk to email T McGrath about S106 monies for Rylands Play Area – to do 3) Noticeboard replacement plan – on hold 4) Rylands Bus Shelter structural survey undertaken – Clerk informed Tina McGrath & Rob Waters – ongoing project – Clerk to check in with Tina McGrath 5) 20mph signs – plan in place with Ben F – again will display once lockdown restrictions are lifted. <p>Matters arising from 13th July 2020: Village Cattlegrid: Agreed to discuss this as agenda item at next meeting. Cost approx.£7000</p>	
6) Public Concerns & Comments	None	
7) Planning matters & 8) planning applications	<p>8A) Planning Applications:</p> <ol style="list-style-type: none"> a) All planning applications and decision notices received from 13th July – 28th August 2020 were reviewed and confirmed by the Parish Council b) PA20/07087 Keybridge Weir Keybridge St Breward Mr Masters The proposal is for the removal of an existing stone weir, the making good of adjoining riverbanks and the provision of an artificial lay up for otters. The PC 	

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	<p>support this application. Proposed by BF, seconded by VS all in favour.</p> <p>c) PA20/06411 Darrynane, St Breward Mrs Clark Works to trees covered by TPO to fell a large Cypress Lawson to allow pine tree to breathe. The PC support this application. Proposed by VS, seconded by BF – all in favour.</p> <p>d) PA20/06483 Eddystone Cottage Delank Mrs Chapman Access to Delank Quarry Constriction of ensuite above carport and new lobby to form principle entrance. The PC support this application. Proposed by JK, seconded by VS – all in favour</p> <p>The PC reviewed the Planning Action Tracker and gave feedback to following application: PA20/06343 Keybridge Farm St Breward proposed conversion of a barn to a dwelling with extension. The PC supports this application, but recommends that attention is paid to the foul drainage system due to the close proximity of Delank River and its flood plain. Proposed by BF, seconded by DC.</p> <p>8B) Planning Decisions: will be received PA19/07960 – appeal dismissed – Land south of Hillside, Coombe Mill</p> <p>8C) Other correspondence: will be received</p> <p>a) CC Planning Live Event on 18th August – Feedback was shared by Councillor Stansfield</p> <p> VS Report Planning August 2020.docx</p> <p>b) Housing Needs Survey – update on process and next steps will be received. The Parish Council agreed to undertake the HNS and to consider the time period for completing this. DF advised that there are new land owners interested in pursuing the provision of Affordable Housing, so the survey is important as a baseline assessment. All Councillors to review document below and offer any further feedback to Clerk by 9th September 2020 – so this can be forwarded to Julia Lansdowne.</p> <p> Feedback to Julia Lansdown re HNS for</p> <p>c) Planning for the Future – Consultation Paper closes 29th October 2020</p> <p>d) Short Term Measures – changes to standard method after assessing local housing consultation – closes 1st October 2020</p> <p>e) Planning Conference on line events on 22 Sept, 21 Oct & 26 Nov 4 30 – 6 30pm – 2 places per Council and 1</p>	<p>All Councillors</p> <p>All Councillors All Councillors</p>
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	<p>reserve permitted. Names to be considered – book by 14th September</p> <p>f) Climate Emergency Development Plan document – consultation closes 5pm 25th September 2020.</p> <p>g) Planning Guidance to accompany the Business & Planning Act 2020 received and shared.</p>	Clerk to book for VS & DL All Councillors
9) Police Report from A Currie	<p>Report not received due to annual leave for the meeting, but received the day after the meeting. <i>July and August saw 8 crimes for the area of St Breward:</i></p> <p><i>1 x Criminal Damage</i> <i>1 x Assault ABH</i> <i>2 x Theft – other – including theft by finding</i> <i>2 x Use threatening / abusive / insulting words or behaviour (public order act offences)</i> <i>1 x Dog not under proper control</i> <i>1 x Non counting Action Fraud</i></p>	
10) Play Area at Rylands	<p>DL gave an update with regard to replacing the natterjack. Charles Mant has advised 2 new suggestions – costings are awaited. The Councillors preferred the trampoline – but further discussion advised at October meeting. Clerk to apply for S106 monies associated with this replacement. DL meeting T McGrath tomorrow so will mention. VS undertook play area checks for August and will continue in September. BF offered to do October and DL November. December – DC, January – SN, February – DW, March – PL, April – DP, May – JK.</p>	
11) Not listed in agenda – error		
12) Footpaths	<p>FP13 (School Lane) – an update was received advising that there used to be a metal footpath sign at Churchtown which needs to be replaced. Chris Monk happy to supply sign but grateful for positioning advice from Parish Council. FP Working Party recommend: on top of new noticeboard at Churchtown. PC supported this proposal and agreed that VS will feedback to Chris M. New gate has been installed on FP 13. <i>No Cycling</i> discs have been put on the two new pedestrian gates on FP 13 to deter cycling on the footpath. The FP Working Party suggest a no cycling sign further down is required – either a disc on the post or a sign on the post. The PC did not feel any additional signage was required. FP17 (Holy Well) – update received: The ground from the Holy Well down to the road at Chapel is normally dampy, this summer it has been a quagmire. The new owners at Chapel farm are dealing with this.</p>	VS
13) Public Conveniences	<p>A letter of resignation was received from the current cleaner dated 31st August, with one months notice. Clerk asked to arrange thanks to Ms Manley as she has been a very diligent and conscientious asset to the team. Last payment will be in October for September pay. Clerk asked to advertise vacancy.</p>	Clerk
14) Reports made to Cornwall	a) W2045278 very large tree stump partially blocking road at bottom of Mine Hill	

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<p>Council in the past month and update on progress</p> <p>20:30hrs</p>	<p>b) W2045261 damaged gate at cattlegrid – road from junction NW of Pendavey to Camperdown. VS asked to check if correct gate was reported.</p> <p>c) Common land at Churchtown dug up for cycle jump & crossing – Commoners advised.</p> <p>d) W2043061 – feedback from Cormac – no work was needed</p> <p>e) W2045279 overgrowth reported for 2nd time (linked to item d), following feedback from Parishioners. Highways Steward visited and agreed to write to landowner, and pursue process if required.</p> <p>DC left the meeting.</p>	<p>VS</p>												
<p>15) Financial Matters</p>	<p>a) Account balances were noted as of 01.09.20: Current account: £10291.54 Savings account: £16246.11</p> <p>b) All payments made via internet banking since July 2020 were reviewed.</p> <p>Current account:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">08/07/20 Cleaner £150</td> <td style="width: 50%;">15/07/20 St B Guides & Brownies £250</td> </tr> <tr> <td>08/07/20 Clerk £429.20</td> <td>15/07/20 P Hoskin £925</td> </tr> <tr> <td>08/07/20 PAYE £107.20</td> <td>03/08/20 St B Church Graveyard £1000</td> </tr> <tr> <td>08/07/20 British Gas £27.45</td> <td>06/08/20 Cleaner £120</td> </tr> <tr> <td>08/07/20 Zoom subscription £14.39</td> <td>06/08/20 Clerk £357.71 (inc. Zoom subs)</td> </tr> <tr> <td>06/08/20 PAYE £85.80</td> <td>06/08/20 Payroo £6</td> </tr> </table> <p>Savings account has received interest payments totalling 0.91p, and HMRC VAT refund of £11613.26.</p> <p>c) The Clerk advised that an application was made to the business grant fund for the Parish Council. This application was successful and £10000 deposited in current account on 28th August 2020.</p> <p>d) The PC reviewed the Hiscox Insurance Renewal paperwork and authorised Clerk to make BACS payment of £952.14 before 14th October 2020. Clerk asked to check Xmas light insurance is included.</p> <p>e) The PC reviewed the email from Tina McGrath requesting that if the PC wishes to purchase the dog fouling poster – then the PC would have to meet related costs of approx £56 per poster but DF is trying to secure match funding to reduce cost. The meeting did not support this purchase but agreed to review with full Council.</p> <p>f) The Clerk advised the Parish Council that PKF Littlejohn have confirmed email receipt of AGAR Part 3 on 25th August 2020.</p> <p>g) PC received the new Pay Scales for 2020/21 and confirmed that the Clerk’s hourly rate will alter in line with guidance from (SCP 21) £13.41/hr to £13.78/hr. The back pay of £62.16 will be reimbursed in next month’s pay and the hourly rate will alter from 31st August 2020 to £13.78/hr in line with pay award. The PC supported this pay award. Proposed by JK, seconded by BF.</p> <p>Clerk:£357.71 via BACS Cleaner: £120 via BACS PAYE:£85.80 via BACS V Stansfield reimbursement for laminator pouches: £34.51 via BACS payment</p>	08/07/20 Cleaner £150	15/07/20 St B Guides & Brownies £250	08/07/20 Clerk £429.20	15/07/20 P Hoskin £925	08/07/20 PAYE £107.20	03/08/20 St B Church Graveyard £1000	08/07/20 British Gas £27.45	06/08/20 Cleaner £120	08/07/20 Zoom subscription £14.39	06/08/20 Clerk £357.71 (inc. Zoom subs)	06/08/20 PAYE £85.80	06/08/20 Payroo £6	<p>Clerk</p> <p>Next PC agenda</p>
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	<p>Came n Co: Hiscox Annual Insurance renewal - £952.14 via BACS payment David Eno: Hosting website for 2019/20 & 2020/21 - £240 via BACS SWW Previous bill and 16 May – 18 August water at Public Toilet: £90.40 via BACS Payroo:£6 via BACS</p> <p>All payments made since last meeting and tonight's meeting supported by Parish Council. Proposed by BF , seconded by JK - all in favour.</p>	Clerk
<p>16) Reports will be received from Clerk, Councillors, Volunteers who are responsible for a portfolio</p>	<p>a) Community Network Meeting 28th July – VS – report received from VS</p>  <p>Camelford Network Meeting July 2020.do</p> <p>b) Community Network Emergency Plan – VS – presentation shared and PC asked to consider 1st & 2nd emergency contact as well as a contact community support name & number. Clerk to sent our community email requesting volunteers to be part of communication tree.</p> <p>c) DF advised that the Community Infrastructure Levy will be starting to issue grants for any low carbon projects soon. DFsent link to Clerk. The PC discussed this matter and asked Clerk to contact Band & Guides/Brownies who may wish to pursue an application. In addition PC may wish to pursue application for public convenience. BF, DL & DF all agreed to be at this meeting.</p> <p>d)DF advised update captured earlier in minutes about HNS.</p> <p>e)DL gave update regarding the new practice operating what was Dr Nash's surgery, as he has been involved in some local meetings with Tina McGrath, DF & new practice.</p>	<p>Clerk</p> <p>Clerk to contact</p>
<p>17) Correspondence the PC will view or discuss specific items of correspondence received via email or post</p>	<p>a) Website Accesssibility Regulations – implications to the PC website will be received</p> <p>b) what3words – correspondence was received. Clerk asked to pursue this.</p> <p>c) Email received from Parishioner concerned about the excessive noise caused by a local farmer clearing some rough ground near Delank. Councillor D Fairman has been involved in this matter. PC discussed this case and asked Clerk to reiterate advice previously given by Councillor D Fairman and if still concerned to report via CC website.</p> <p>d) CALC confirmed that it is still too early to return to physical meetings</p> <p>e) Public spaces protection order – alcohol restrictions – information received (21st August T&PC Update)</p> <p>f) Pavement licences – 30th September 2021 – information received</p> <p>g) Preventing exploitation of children and young adults information received</p> <p>h) Stop Loan Sharks community Fund info received</p>	<p>Clerk</p> <p>Clerk</p>
<p>18) Forthcoming</p>	<p>Clerk previously asked to book DL & VS into Planning workshop (on line)</p>	Clerk

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Training/Meetings/seminars		
19) To agree matters for the next meeting	Sign replacement at Mine & Holy Well – DL will scope replacements Village Cattlegrid Glo Dog Poo signs General & Earmarked reserves Low Carbon Project Group (application deadline 19 th October)	DL Clerk
20) Date & time of next meeting	Tuesday 6 th October 2020 at 7pm via Zoom Meeting closed at 21:05hrs	