

**St Breward Parish Council 2019/20**  
**Minutes of the Council meeting for**  
**Tuesday 4<sup>th</sup> June 2019**  
**Held in St Breward Institute & War Memorial Hall starting at 7pm**

Parish Councillors Present: J Kay, D Lusby, S Nankivell, D Poxon, V Stansfield  
Unitary Authority Councillor Present: D Fairman (8.30pm)  
Clerk to the Parish Council: Taking annual leave  
Members of the Public Present: K Foster

Agenda No & Topic	Minutes	Action req'd/Person responsible
Public concerns and issues raised prior to start of the PC meeting	1) K Foster said that frequent overflying of black & yellow helicopter was Qatari forces training. 2) St Breward NHW has a new treasurer. 3) St Breward First Responders: Ceased efforts to buy vehicle; repaired existing vehicle and intend to claim mileage from SW Ambulance Trust instead. 4) Signs near junction of Hallagenna Lane and Rylands faded and difficult to read. Slow sign needs moving in Penvorder Lane.	
2) Apologies	Anita Cornelius (annual leave), David Cornelius (work), Ben Fairman, Patrick Lucas (work) & Darren Wills	
3) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of Conduct)	None	
4) Minutes of the meeting 7 <sup>th</sup> May 2019	The PC approved the minutes of the meeting held on 7 <sup>th</sup> May 2019. Proposed by <b>VS</b> , seconded by <b>DP</b> . All in favour.	
5) Matters Arising	Outstanding actions from April agenda: 11) Wenford Bridge Clerk to send previous correspondence to DF who agreed to follow up. 13) Clerk has informed Chris Monk – start date from Mark Andrew – will be in July/August 2019. Outstanding actions from May agenda: DL hadn't written to Bishop of Truro re planning application but will do so. 8) Planning correspondence – Clerk has offered 3 consecutive PC meeting dates to Emma Venning & Area Team 8. Awaiting a response.	
6) Public Concerns & Comments	4) Councillor Stansfield agreed to inform CC of the faded signs, white lines and proposed sign move.	
7) Cornwall Community Land Trust	Postponed to end of meeting to allow attendance of D Fairman. DL presented a note on the many steps needed to form a Community Land Trust for St Breward and the alternative – St Breward	

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	<p>Housing working party. DF reported that 2 members of public had expressed a wish to be involved with a CLT. PC agreed to form a St Breward Housing Working Party. DF will bring a draft term of reference to July's PC meeting. DL BF (by email) &amp; VS agreed to be part of the St Breward HWP. Proposed by VS, seconded DP all in favour.</p>	
<p>8) Planning matters &amp; planning applications</p>	<p><b>Applications</b></p> <ul style="list-style-type: none"> <li>a) PA19/04240 Proposal to trees covered by a TPO, namely fell ash . Darrynane Stables St Breward Bodmin. Cornwall. Mr D Clark. Joe Kay to ask Tree Warden for his response before 19<sup>th</sup> June.</li> <li>b) PA19/04255 Rear extension to replace existing conservatory and amendments to fenestration. Nanjivey Cottage, Penpont. Mr R Cockshott. PC supported this application as the overall footprint of the cottage was not altered and the conservatory was to the rear. Proposed by DP, Seconded by VS, all in favour</li> </ul> <p><b>Decisions</b></p> <p>22.05.19 PA19/02667 Refused Mr &amp; Mrs R Clark Land north of Penwood House  08.05.2019 PA18/02815 PreApp – closed – advice given to applicant. Mr S Rees De Lank Quarry St Breward. Planning performance agreement for proposed river scheme, footpath diversion and potential quarry extension.</p> <p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>1) The Gables, Churchtown - Councillor Fairman has been in correspondence with Oliver Jones at Highways with regards to this development as queries have been raised about the frontispiece to this development. Mr Jones confirms that he aware of this work and has been in contact with the Developer since owning the site, they have produced evidence that the house once had a large porch on the front of it, so the entire area abutting the property boundary certainly isn't all highway, their intention with the Cornish bollards is not to claim the area but to provide some protection to the front entrance of the building and entrance, hence why they have purchased the CC bollards and added in the low level kerbing, I believe this will then be infilled with granite chippings. I appreciate the property is now being marketed and it might appear that they have tried to claim some highway land, however any sale will require a highway search where we will confirm the extent of the highway, I have also attached an extract of the 1901 historic map which shows the outline of porch area previously attached to the building</li> <li>2) Emma Venning – Area Team 8 would like to arrange visits to each PC meeting in their</li> </ul>	

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	area. Clerk has offered dates for next 3 months.	
9) Police Report from A Currie	No report received	
10) Cornwall Homelessness Strategy	1) Previously circulated to all Councillors – No one present wished to respond to this consultation before 7 <sup>th</sup> August 2019? Ask again at July meeting	
11) Emergency Plan	Updated – still being drafted	
12) Telephone Box at Row	The PC was concerned that the phone box was becoming a dilapidated eyesore. No practical use had been identified with this situation dragging on for many months; the PC proposed that the Clerk writes to the owner asking them to remove the phone box as soon as possible. Proposed by JK, seconded VS all in favour	
13) Footpaths, Footpath 13 & LEADER project application	1) Clerk has emailed all relevant documents to P Hoskin – successful footpath contractor for 2019/2020. He has strimmed Delank triangle and Tinten junction as a priority, which was requested last meeting. 2) DL will advise Cornwall Council of no further requirement for loan to support FP 13 project. Proposed Proposed JK, Seconded SN, all in favour 3) DL plans to undertake initial meeting with LEADER representative Serena Timmins on Friday 7 <sup>th</sup> June 2019.	
14) Reports made to Cornwall Council in the past month and update on progress	a) Possible information board at Mine Hill. VS reported that a member of the public had asked for the PC to consider this. SN to ask Nancy Hall (owner of the common).	
15) Play Area Inspection	Mr Raynham has confirmed that he would like to step down from undertaking the play area inspection. The PC discussed possible solutions/next steps. PC to set up rota of councillors to undertake inspections. DP to retrieve paperwork from Mr Raynham and Clerk to write thanking him for his work on behalf of the PC	
16) Priorities for Camelford Community Network and St Breward Parish Council 2019/2020	Priorities for St Breward PC 2019/2020: the PC have been asked by the Camelford Network Area to determine their priorities in 2019/2020 and share with Rosemary Stone and Tina McGrath – so they can be included at the Network AGM in June.	

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	<p>St Breward PC priorities are</p> <ol style="list-style-type: none"> <li>1) Undertake Footpath 13 restoration project</li> <li>2) Replace noticeboards in Parish following receipt of costs, quotes and risk assessment</li> <li>3) Produce Emergency Plan for Parish</li> </ol> <p>Proposed VS, Seconded JK, all in favour</p>	
<p>17) Financial Matters</p>	<p>On 04.06.2019 the savings account: £30135.30  The current account has £392.32  The clerk requested PC support for payments to:  Clerk: £339.44  Cleaner:£108  Inland Revenue:£84  Payroo Ltd – software used for payroll (monthly charge) £6  British Gas £26.71 for electricity in Public Conveniences in April  SWW – for services to public conveniences August 2018 – 20 May 2019 - £132.10  Mrs S Roy – Internal Audit - £75  The PC resolved to support all these payments and supported £800 transfer of monies was required between accounts – proposed by SN, seconded by JK – all in favour.</p> <ol style="list-style-type: none"> <li>a) The PC noted that the Ministry of Housing, Communities and Local Government has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for 2018-19 is £8.12</li> <li>b) The PC received and approved the Bank Reconciliation for 2018/2019 and agreed that this needs to be loaded onto the Parish Website. Proposed by DP, seconded by SN – all in favour</li> <li>c) The PC noted that the risk register has been reviewed and will be discussed at the August meeting.</li> <li>d) The PC reviewed and approved its system of internal control - proposed by SN, seconded by VS – all in favour</li> <li>e) The PC reviewed and approved the Internal Audit report from S Roy regarding 2018/19</li> </ol>	

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	<p>accounting period. Proposed by JK, seconded by DP – all in favour.</p> <p>f) The PC reviewed and completed the Annual Governance and Accountability Return Part 2</p> <p>g) The PC reviewed and completed the Certificate of Exemption certificate for smaller authorities</p> <p>h) The PC noted the analysis of variances</p> <p>i) The PC confirmed that the notice of public rights will be displayed on 17 June 2019, ending 26<sup>th</sup> July 2019. The PC will ensure the documents required by this whole process are displayed on the Parish website by 1<sup>st</sup> July 2019.</p> <p>j) The PC resolved to review general and earmarked reserves at the August meeting.</p>	
18) Reports will be received from Clerk, Councillors, Volunteers who are responsible for a portfolio	<p>a) DL - Camel Trail Partnership notes received and circulated</p> <p>b) DL – APM took place at school on 16<sup>th</sup> May 2019. DL reported that this had gone very well with school council and the senior class all taking an active part in the meeting.</p> <p>c) DP reported that the bus shelter at Claylands, owned by the PC, was no longer in use and usually had a parked red car blocking any access to it. He suggested that the PC disposed of it. Bus shelter at Rylands; this is owned by CC, who have proposed to demolish it. PC want it repaired and its ownership transferred to PC as it is a useful asset to the parish. Proposed by DP, Seconded VS, all in favour</p>	
19) Correspondence the PC will view or discuss specific items of correspondence received via email or post	<p>1) Letter of thanks from J Hooper, Churchwarden</p> <p>2) Request from Job centre about putting their link onto our village website – does the PC support this? Proposed by VS seconded by SN All in favour.</p>	
20) Forthcoming Training/Meetings/seminars	<p>Community Network Meeting 11 June 2019 JK, VS &amp; DL to attend</p> <p>Camel Trail Partnership meeting 19<sup>th</sup> June Shuttleworth Memorial Hall DL to attend</p>	
21) To agree matters for the next meeting	<p>Cornwall Homelessness Strategy</p> <p>Possible information board at Mine Hill</p> <p>Proposed sale of Claylands bus shelter and demolition of Rylands bus shelter</p>	

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22) Date & time of next meeting	<b>Tuesday 9<sup>th</sup> July 2019 7pm</b> Institute & War Memorial Hall. Clerk offered her apology for this meeting. Meeting closed at 21.00 hrs.	All
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