

St Breward Parish Council 2016/17
Minutes of the Council meeting for
Tuesday 6th June 2017
Held in St Breward Institute & War Memorial Hall starting at 7pm

1.Parish Councillors Present: Denis Lusby, Joe Kay, Veronica Stansfield, Ben Fairman, Darren Wills
Unitary Authority Councillor Present: Dominic Fairman
Clerk to the Parish Council: Anita Cornelius
Members of the Public Present: Mr Runnals, Phil Ternouth, Mr & Mrs Sykes, Mr Foster

	Minutes	Action req'd/Person responsible
Public concerns and issues raised prior to start of the PC meeting	KF offered to assist any traffic projects re 20mph limit on behalf of Neighbourhood Watch.	
2) Apologies		
3) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of Conduct)	7b) DW – registerable interest 7c) VS – registerable interest 13) DL & DW – registerable interest	
4) Minutes of the meetings held 15 th May 2017	The PC approved the minutes of the meeting held on 15 th May 2017. Proposed by BF seconded by VS, all in favour.	
5) Matters Arising	a) Co-option for 2 vacant seats – posters will be displayed in preparation for applicants to apply, for interview at July meeting if more than 2 applicants. Proposed by DW, seconded by BF – all in favour. 12a) new quotes had been received for painting of gate to the public conveniences, which will be reviewed under agenda no. 16a. 12g) VS reported deteriorating cattle grid towards Shallowbridge and the fencing repair required at Hantergantick to Cornwall Council. 14) Local Planning induction training 14 th June 2017 – due to demand only 3 places allowed per Council – so attendees reviewed and agreed that DL, VS, DP BF will attend. 14) All booked for Code of Conduct training on 19 th October 2017 - attendance will be compulsory as each Councillor has to comply with attending training within 6 months of election.	
6) Public Concerns & Comments	The PC acknowledged Mr Foster's kind offer, on behalf of Neighbourhood Watch.	
7) Planning matters & planning applications	a) Planning Applications: PA17/03397 North Coast Log Cabins Hantergantick Quarry, St Breward Bodmin Cornwall The proposed erection of an administrative office, the provision of on-site parking, the change of use of the existing building to a General Industrial Use	All representations made 07.06.17

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(B1 Use Class) and the use of a portion of land for the display of timber buildings
The Parish Council reviewed the plans on line and asked questions of the applicant.
The Parish Council supported this application -
It brings a redundant granite quarry and its ancillary buildings into use, by a local company employing local people. The PC suggests that the number of log cabins or area in which they will be sited, is tightly controlled; that their sole use is for display purposes and when finished as display buildings, they are removed.
Mr Runnals & Mr Ternouth left the meeting.

b. PA17/04474 Mr Paul Bailey The Gables St Breward Bodmin Cornwall Conversion of and extension to existing farmhouse to 3 separate dwelling units
The PC reviewed the plans which accompanied the application on line. Councillor Wills left the meeting due to declared interest.
The PC does not support this application.
The reasons for objection are:
Overdevelopment of the site.
Although the proposed additions do not increase the buildings footprint by much; these additions allow the building to be divided up into 3 separate dwellings plus a substantial annex, which has already been given planning permission.
The likely number of vehicles for 3 dwellings plus the annex is 8 cars.
There is no provision for off-road parking shown on the plans.
The proximity of St Breward Church (no off-road parking), the very popular Old Inn (limited off road parking) and the newly located Village shop & Post Office at The Old Inn means that this already congested part of Churchtown will become much worse, thereby impacting heavily on the existing residents of Churchtown.

Councillor Wills rejoined the meeting.

c. PA17/02702 Mr & Mrs Sykes Tregedol Limehead St Breward Bodmin Cornwall
Loft conversion and balcony to the side
The PC reviewed the plans which accompanied the online application and noted the letters of objection on the website.
The PC supported this application, noting that the applicants had removed one of the balconies which would have overlooked Pennypot (i.e. responding to the objection raised by Pennypot owners).

The PC considered 2 other applications which had been received after the agenda was published, but need consideration tonight in view of response time frames:
Councillor Stansfield left the meeting due to declared interest.

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	<p>d. PA17/05139 Mr & Mrs Grayburn Owen Limehead Cottage Limehead St Breward Bodmin Cornwall Listed building application for new kitchen, redecorating and various other works The PC reviewed the plans which accompanied this application on line. The PC supports this application.</p> <p>e. PA17/04387 Mr R Tarrant Newton St Breward Bodmin Cornwall Living room extension. The PC reviewed the plans which accompanied this application on line. The PC supports this application even though the farmhouse has been considerably extended in the past. Proposed by BF, seconded by DL, in favour 1, against 1.</p> <p>Councillor Stansfield rejoined the meeting.</p> <p>Temporary comfort break. Meeting resumed.</p> <p>f) Approvals/refusals - none</p> <p>g) Correspondence – will be received by the Parish Council</p> <p>i) PA16/06867 – Appeal Decision from Stephen Hawkins Inspector Planning Inspectorate was received, reviewed and circulated and noted by all present.</p> <p>ii) Neighbourhood Plan Bulletin May 2017 – previously circulated to all Councillors was noted.</p> <p>iii) Consultations on planning policy and planning guidance documents will be available for consultation from 12th June 2017. www.cornwall.gov.uk/planningpolicyconsultations -allocations development plan -minerals safeguarding development plan document -community infrastructure draft charging schedule -European terrestrial sites mitigation supplementary planning document -Biodiversity supplementary planning document</p> <p>iv) 2 intention notices were received and noted by the Parish Council 17th – 18th July 2017 Intention notice – order not yet issued From Higher Lank to Water Works 7pm – 7am A Plant Lux for BT Tel: 03700 500792 10th – 13th July 2017 Intention notice – order not yet issued From Victoria Terrace to Penquite Reservoir 7 30am – 6pm Western Power Distribution Tel: 08006783105</p>	
8) Neighbourhood Watch's	The PC reviewed correspondence from the Dog Warden and the paper provided by Councillor Stansfield.	

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request for dog bin by cattlegrid prior to Ladydown	The PC resolved to not purchase a new dog bin for the cattlegrid prior to Ladydown. Proposed by BF, seconded by DW – all in favour.	
9) Chyryn Drive	An update was received from Tom Porter. The Section 106 list from the PC has been given to Dean Jobe, Surveyor. Clerk to email Tom Porter about FP13 project scope for consideration. Dean Jobe also advised that there will be 2 new roads leading to the development. The Parish Council have been offered the opportunity to name the 2 new roads. Cornwall Council will not accept them as a continuation of Chyryn Drive. They also request that no names (historical or present day) be used in street names. Dean requests that 3 suggestions in order of preference for each road are returned at the PC's earliest opportunity. The PC agreed to ask parishioners and the school for suggestions – and the PC will then vote on all names received in the August meeting. Clerk to inform Dean Jobe.	Complete 07.06.17
10) 20mph speed limit in St Breward village	Agreed to defer this until next month's meeting. Neighbourhood Watch noted to offer help in surveying/measuring traffic speeds throughout village.	
11) Footpath 13	DL offered to contact the Land Registry to determine ownership of this lane. Chris Monk contacted for support and advised that he has already spent 105% of his 2017/18 budget for emergency work in the East of the county. He agrees that we should be looking at FP13 from a different point of view – i.e pavement rather than a footpath, which may release monies for improvement. He supported having a gold standard and acceptable standard for this path and undertake some sort of survey. He plans to contact Coralie Barrow who will get back to the PC with a way ahead.	
12) Priorities at Wenford Bridge	The PC discussed the visibility and overhanging trees at Wenford as well as the road up to Loskeyle Farm. VS offered to arrange site meeting with Mr McKellar. All Councillors supported this approach.	
13) Post Office Branch relocation	DL & DW removed themselves from the meeting whilst this was discussed due their previously disclosed beneficial interest. BF temporarily took the chair, The PC agreed that the new location and premises are suitable. The new facility is easy to get into and the inside will be easily accessible. The identified community issue is the distance the shop will now be from the centre of the village and some parishioners will find travelling to this new location difficult. Therefore the Community bus is looking to offer a collection facility on Tuesdays, and the Parish Council request that the Post Office subsidise this scheme for its first year. The Community Bus Committee would welcome a minimum of £500 to assist the volunteer group to provide a regular service to vulnerable, parishioners, which would make it easier for customers. DL & DW rejoined the meeting and DL resumed the chairmanship of the meeting.	
14) Maintenance Assessment for village seats & notice boards	The Parish Council reviewed the tender specification and agreed to advertise this, requesting offers/applications by the August PC meeting.	
15) Financial Matters	a. The PC received and approved the bank reconciliation for 2016/17. Proposed by BF, seconded DL – all in favour. b. The Clerk advised that the internal audit of the accounts for 2016/17 was complete and no recommendations had been identified. The PC thanked the Clerk.	

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c. The PC reviewed section 1 of the Annual Governance statement 2016/17 and resolved to complete the section in its entirety. Proposed by VS, seconded by DW – all in favour. The PC resolved to return the completed form to Grant Thornton LPP for the external audit. Proposed by VS, seconded by DW – all in favour.

d. The PC reviewed and resolved to approve the signing of section 2 of the annual return for 2016/17, proposed by JK, seconded by BF – all in favour.

e. The PC received and resolved to pay the Internal Auditor £30 – proposed by JK, seconded by BF all in favour.

f. The PC reviewed the General & Earmarked reserves for 2016 /17, confirmed the expenditure within the reserves in 2016/17 and resolved that the general and ear marked reserves for 2017/18 will be:

- i) £1140.53 will be paid into the general reserve
- ii) £1933.02 will be paid into the general reserve
- iii) the PC resolved to remove 2 previous earmarked reserves, as neither have any money reserved – Parish/Neighbourhood Plan & Christmas Lights – proposed by BF, seconded by VS – all in favour.
- iv) the PC resolved to retain earmarked reserves for the war memorial project £724.43, election costs £2500 and public conveniences £4294.34 – proposed by JK, seconded by VS – all in favour.
- v) the PC resolved to retain an earmarked reserve for the Rylands play area facility of £5000 – proposed by BF, seconded by DW – all in favour.
- vi) the PC resolved to retain an earmarked reserve for Footpath 13 project of £5000 – proposed by DL, seconded by JK – all in favour.
- vii) the PC resolved to have 3 new ear marked reserves: a) PC/laptop replacement £1000, b) Noticeboard/seat replacement £1500 and Defib/AED costs - £1000 – proposed by VS, seconded by DW – all in favour.

g. The PC reviewed and agreed the Investment Strategy for the Parish Council – proposed by BF , seconded by VS – all in favour.

The current account has £1460.52 (as at 06.06.17)
The savings account has £27271.28 (as at 06.06.17)
The Clerk advised and presented the following payments for approval:
Clerk: £389.85 – this reflects the Clerks annual incremental rise from 1st April 2017 and the back dated pay award from May 2016
Cleaner: £120 – this reflects the Cleaner’s increased hourly rate from 1st April 2017
Inland Revenue PAYE: £96.60
SWW Ltd (via PO Ltd) for water bill 14/02/17 – 22/03/17 - £31.59
St Breward Methodist Church for hire on 22nd May for APM - £10
Internal Auditor fee – Mrs Roy - £30
Lyreco for 4 new printer cartridges £375.44

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	St Breward Stores – Goods supplied £19:32	
	The PC resolved to support these payments and resolved to transfer £1100 from the savings account to the current account – proposed by DW, seconded by JK – all in favour.	
16) Reports will be received from Clerk, Councillors, Volunteers who are responsible for a portfolio	a) Public Conveniences Officer – advised that 2 quotes have been received to paint the gate. The PC reviewed the quotations and resolved to award the maintenance contract to Mr.W.Greenaway. Proposed by BF, seconded by DW – all in favour. b) Footpath Working Party - no new report c) Maintenance of parish property – no report, as already discussed under item 14. d) Play Areas report from Mr Raynham was previously circulated and its content noted. e) No report from Chairman f) Councillor D Fairman advised that he will sit on the East Planning Committee, a Committee for Neighbourhoods and the Health & Social Care Committee. g) St Breward Village Contact List was received and approved by the PC. It will be available in the next edition of Parish magazine. h) No other reports were presented.	
17) Correspondence	Cornwall Sports Partnership Bulletin was previously circulated to all Councillors and noted. CALC correspondence was noted.	
18) Forthcoming Training/Meetings/seminars	Local Planning Induction – 14 th June 5:30pm – 8pm Chy Trevail.VS, DP, BF, & DL will attend. Code of Conduct Training – 19 th October 6 – 8pm New County Hall – 10 places to booked by Clerk Camelford Network Meeting 13 th June 2017 – DL, VS will attend.	
19) To agree matters for the next meeting	20mph speed limit FP 13 Flooding below the village hall	
20) Date & time of next meeting	The PC resolved to alter the date of the next meeting to Wednesday 5 th July at 7pm instead of Tuesday 4 th July 2017 in St Breward I & WM Hall at 7pm Meeting closed at 21:30hrs	