

WITHIEL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON-LINE

BY ZOOM ON WEDNESDAY, 7TH APRIL 2021 AT 7.00PM

Present	Cllr. Ms. J. Shearer (Chair)	Mrs. J. Burdon (Parish Clerk)	Cllr. D. Cubitt (Vice-Chairman)
	Cllr. M. Davies	Cllr. S. Coy	Cllr. E. Harper
	Cllr. Ms. A. Lake	Cllr. Ms. A. Hoyle	Cwll. Cllr. C. Batters
	Mr. Rob Wilson		

Minute	AGENDA ITEMS	Action
71/21	<p>Apologies:- None.</p> <p>Chair just wanted to say something about David Cubitt as he has decided not to stand again as a Parish Councillor. We do not know who will form the next Parish Council: some of us may be re-elected and some may not, who knows? However, David Cubitt is stepping down and I wanted to say, on behalf of the residents of Withiel Parish a very big thank you for all that he has done. His extraordinary diligence in making the Neighbourhood Development Plan, spending countless hours wading through complex jargon, siting it, and refining it into language that the rest of us can understand, will be remembered for many years to come, and will be used as a reference by future members of Withiel Parish Council. I personally also want to thank him for counselling me as a novice Chair on dozens of occasions. When I took over from Sue Kirkby so suddenly, I needed an awful lot of support and David Cubitt has always offered me that as Vice-Chairman. Recently, following the resignation of Pat Malone, David Cubitt quietly took on writing the monthly report for the magazine, always concise and beautifully written and this will be very much missed. I do not know if any of the other Members of the Parish Council would like to add anything, but from me, David: a very big thank you.</p> <p>Cornwall Councillor C. Batters wanted to say he has worked with Parish Councils for 8 years and David Cubitt is a member of Withiel community, and he is what he calls the quiet man, taking everything in. Four years ago, he took part in a planning study, one thing put forward was that they dropped Parish Councils out of the planning loop, and this was opposed. He does enjoy going to Parish Council meetings and numbers have changed over the years. He believes David always comes out with good concise remarks and he must praise him for this, and it has been a pleasure to work with him.</p> <p>All Councillors agreed with these thanks and praise this evening for David Cubitt. David Cubitt thanked his fellow Councillors for this, it is much appreciated.</p>	
72/21	<p>Public Forum:- Mr. Rob Wilson introduced himself and advised that most people know him on the Parish Council. There have been four generations of his family in the Parish. He has decided to apply and join the Parish Council, hopefully if all goes well and he is elected. Tonight, he would just like to sit back and see how the Parish Council goes about their business and he will hope to be elected and looks forward to listening to the meeting.</p>	

73/21	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor C. Batters reported as follows:-</p> <ul style="list-style-type: none"> • Clerk and Councillors raised concerns at Bryn Lane, Demelza, St. Wenn that had been raised by a parishioner, which had already been forwarded on to be followed up Action: Cornwall Councillor C. Batters/Clerk to re-send email received to Cornwall Councillor C. Batters. • Japanese Knotweed under matters arising is still pending. • Visibility at Withiel Crossroads under matters arising has been followed up again and nothing further heard. • Fallen gatepost as discussed under matters arising has now been rectified. Emails had been received from Mark Jewell of Cormac advising that in the majority of cases, gates and stiles are the responsibility of the landowner. However, they do often try to help by providing materials and sometimes carry out the actual installations as well. Information is available by using the following link – https://www.cornwall.gov.uk/environment/countryside/public-rights-of-way/landowner-rights-and-responsibilities/ Councillor M. Davies reported on legislation on public rights of way and the following link covers all the information raised:- https://www.cornwall.gov.uk/environment/countryside/public-rights-of-way/landowner-rights-and-responsibilities/#:~:text=Landowners%20have%20a%20duty%20under,to%20the%20cost%20of%20repair <p>Chair thanked Cornwall Councillor C. Batters for his report this evening.</p>	Cwll. Cllr. C. Batters/ Clerk
74/21	<p>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.</p>	
75/21	<p>Confirmation of Parish Minutes from the Meeting held on the 3rd March 2021:- Resolved the Minutes of the Monthly Meeting held on the 3rd March 2021 as circulated were confirmed as a true and accurate record and duly signed by the Chair (Proposed: Councillor M. Davies; Seconded: Councillor Ms. J. Shearer) (1 abstention)</p>	
76/21	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 3rd March 2021:-</p> <p>Page 1 Min.52/21 Annual Documentation:- Clerk reported copies of relevant documents are now included on the Parish Council Website.</p> <p>Page 2 Min.193/20 Japanese Knotweed, Slippery Stone Steps and use of public footpath:- Cornwall Councillor C. Batters reported these issues are still ongoing Action: Keep Pending.</p> <p>Page 2 Min.193/20 Visibility on Withiel Crossroads:- Cornwall Councillor C. Batters reported these issues had been followed up again and nothing further heard to date Action: Cornwall Councillor C. Batters to follow up again.</p> <p>Page 2 Min.33/20 Fallen Gatepost:- Cornwall Councillor C. Batters and Chair reported this had now been rectified.</p> <p>Page 3 Min.59/21 Bank Debit Card:- Clerk reported an application had been completed but an additional signature is required and as she must arrange signatures on paperwork from the Chair for audit purposes, she would arrange at the same time Action: Clerk.</p>	Cwll. Cllr. C. Batters Cwll. Cllr. C. Batters Clerk

	<p>Page 4 Min.66/21 Annual Insurance Premium Tendering Process:- Clerk reported information had been sent and responses were awaited in readiness for renewal in June 2021 Action: Keep Pending.</p> <p>Page 5 Min.68/21(1) Free Covid Signage:- Clerk reported unfortunately it was too late to receive the free signage, but they would forward on emailed versions Action: Clerk to inform Village Hall.</p>	Clerk						
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77/21	<p>Planning Applications received at the meeting and prior to the meeting; Planning Pre-Applications; Planning Results; Planning Correspondence; Any letters received for or against any Planning Applications:-</p> <p>Planning Applications:-</p> <p>PA21/02451 – Mr. & Mrs. Neil and Ferris – Listed Building Consent for proposed repairs, refurbishments, and alterations to Grade II listed building, Bosneives House, Bosneives Road, Withiel – Support (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor S. Coy)</p> <p>Planning Results:-</p> <p>PA20/11476 – Mr. & Mrs. Davies – Proposed single storey extension kitchen and porch extensions to house and replacement of outbuilding with new structure for home office and storage/workshop space, Little Whitehay, Withiel – Approved</p> <p>PA21/02134 – Mr. Edward Piper – Prior Notification for an agricultural storage building, Land West of Tregustick Barn, Tregustic Road, Withiel – Prior Approval not Required</p>	Clerk						
78/21	<p>Monthly Accounts for Approval and Any Financial Matters (Including applications for Grants & Donations if received):- It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor D. Cubitt; Seconded: Councillor Ms. J. Shearer) Motion Carried</p> <table border="1"> <tr> <td>Salaries and Expenses</td> <td>£218.80</td> <td>April 2021</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£50.20</td> <td>April 2021</td> </tr> </table> <p>Clerk reported the precept is due to come into the bank account tomorrow in the sum of £2,273.76 (£2,250.00 precept plus £23.76 CTS Grant).</p> <p>Clerk reported the year end VAT Claim had been submitted today in the total sum of £79.48.</p> <p>Renewal of CALC Membership for 2021/2022 – It was resolved to renew the membership in the sum of £241.44 (Proposed: Councillor S. Coy; Seconded: Councillor Ms. J. Shearer) Action: Clerk.</p>	Salaries and Expenses	£218.80	April 2021	HMRC – Income Tax	£50.20	April 2021	Clerk
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79/21	<p>Stationery Companies for the Parish Council:- Clerk reported that Councillor Ms. A. Lake had forwarded information on ethical stationery we can purchase from Office Stationery Company and Councillor S. Coy had suggested a Somerset company who sell recycled ink cartridges and paper from IJ Direct. It was resolved to use both companies (Proposed: Councillor S. Coy; Seconded: Councillor D. Cubitt) Action: Clerk.</p>	Clerk						
80/21	<p>Waste Bin at the top of the Village:- Chair reported a waste bin and bin bags have been purchased since the last meeting by Councillor M. Davies for the sum of £29.08 to be reimbursed Action: Clerk.</p>	Clerk						

	<p>Councillor M. Davies advised the new waste bin should arrive in the next three days and he will take up and put in place, should be in by next week and bin bags will be left with the nearest resident, who has agreed to put a new bin bag in each week. Thanks, expressed to the resident for carrying out this duty.</p>	
81/21	<p>Update on Footpath Contract and Issues raised with Footpaths:- Chair and Clerk reported the closing date for tenders is Friday 9th April 2021 and we are still waiting for tenders to arrive. Two Contractors had expressed an interest.</p> <p>Reporting Footpaths – Chair advised that Councillor Ms. A. Hoyle has a footpath map now and if there are any problems it must be identified on the map, so it can be reported. Councillor Ms. A. Hoyle is currently the Footpath Monitor, so issues could be reported direct to her.</p> <p>Action: Clerk to send Footpath map by email to all Councillors, including Cornwall Councillor C. Batters.</p>	Clerk
82/21	<p>Bodmin Community Network Meeting Update, including Police Report:- Chair reported that Geoff Brown reported that free parking will continue for now in Bodmin. There are no plans to start charging. Lanhydrock Parish Council have car parking issues at Respryn due to the National Trust Car Park being closed. Cars have been parking all winter on the verges which are now trashed.</p> <p>Cornwall Council is running buses even if they are empty as they are funded by the government so that key workers can get to work. Buses are contracted to do main routes, but many are empty.</p> <p>Jane Dent, the Chair of Bodmin Community Network is stepping down.</p> <p>Police Crime report presented by Reg Butler Card:- Crime has overall decreased during the last year but calls for service remain the same. The police are expecting crime to go up this summer due to large numbers of visitors. There has been an excellent response to drug related crime in Bodmin, with good intelligence on dealing. The police have taken £10,000 worth of cocaine off the streets. The force is focussing on domestic abuse which remains a serious issue. Susan Honeywill is now based in Wadebridge and is very approachable. The police are increasing their numbers to deal with the increase in population locally. The forthcoming G7 is a big deal for the police. There is a new custody suite planned for Bodmin.</p> <p>I have registered with the police 'Alert' system, following a discussion about this and will pass any relevant information on to the parish council and the new neighbourhood watch scheme. There is a link on the Devon and Cornwall Police website to do this. Anyone can do it and I think it might be useful if the Clerk does her own link.</p> <p>The Tour of Britain is going ahead, and date is set for 5th September 2021. The first leg of the cycle race finishes in Bodmin. Anyone who is interested in events, food stalls or any other plans associated with the event which hopes to create a festival atmosphere can get in touch with Nigel Blackler via Bodmin Community Network. There is encouragement for parishes to get involved. Nigel Blackler also updated the meeting about the new fleet of low emission buses and reduced fares on routes.</p>	

83/21	<p>Climate Action Group Meeting:- Councillor Ms. A. Lake reported the Climate Change and Environment Group we are hoping to have involvement with the Withiel Garden Safari to support people in the parish to manage their gardens for wildlife and promote what is already being achieved locally.</p>	
84/21	<p>Update on Neighbourhood Watch Scheme:- Chair reported we are now officially linked with St. Wenn. Coordinator is called Neil Rose and he will contact Mr. Rob Wilson. He will be sharing information on Facebook and via Parish Councils Action: Chair to forward his contact details to Mr. Rob Wilson.</p> <p>Cornwall Councillor C. Batters left the meeting at 7.53pm.</p>	Clerk
85/21	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. Cornwall Council – Town & Parish Council Covid-19 Update – 5th March; 12th March 2021 2. Great Western Railway – London Paddington Closure this Weekend 3. Westminster Insight – domestic Abuse Digital Conference – Broadcast Live – Friday 28th May 2021 4. Cornwall Council – Localism Vision and Strategy Launch Event 2020 5. Devon & Cornwall Police – G7 Leaders’ Summit – Letter from ACC Mayhew 6. CALC – Elections Update 7. CALC – Briefing 8. Chris Hotham – Prickles and Paws Vote 9. CALC – Current Job Vacancies – CALC Website 10. CALC – Election Packs 11. CALC – Public Toilet Survey 12. CALC – Steve Parkinson Finance Courses: Last few Year-End and Accounts places in March, New Dates for Introduction to VAT 13. St. Wenn Parish Council – Presentation on A30, Carland Cross to Chiverton Cross Dualling Project 14. Devon & Cornwall Police – Cyber Security Information – Key Protect Advice concerning The Forthcoming Census 15. Great Western Railway – Introducing Delay Repay for GWR Season Ticket Holders 16. CALC – Election Update 17. Office of the Police & Crime Commissioner – Your PCC Alison Hernandez will be hosting a Facebook Live Session starting at 6.00pm on the 18th March 2021 18. CALC – Precept and Council Tax Increases 2021/2022 19. CALC – Smaller Councils Meeting – Friday 26th March at 9.30am 20. Cornwall Council Planning – Community Governance Review Changes – Planning Application Consultations 21. Cornwall Council – Climate Emergency Development Plan Document – Pre-Submission Draft – Proposed Amendment 22. CALC – Remote Meetings Update 23. Cornwall Council – European Sites Mitigation Supplementary Planning Document Adoption Draft 24. CALC – Returning to the Workplace Guide 25. Cornwall Community Land Trust – Seminar Invite – Financing your Community-Led Housing Project – Wednesday 14th April 2021 from 10.00am – 14.30pm via Zoom 26. Great Western Railway – Timetable Uplift 27. Cornwall Council -Town & Parish Council Newsletter – 26th March 2021 28. Devon & Cornwall Police – Cyber Protect Team Briefings 29. CALC – Re-opening Shops and Businesses from 12th April 2021 	

	30. Bodmin Police Station – March Newsletter 31. Cornwall Council – Notices of Election 32. Devon & Cornwall Police – Watch out for scams related to the 2021 Census 33. CALC – Data for the retention of Virtual Meetings	
86/21	Any Urgent Matters the Chair considers relevant for this meeting:- Meeting Change to Wednesday 19 th May 2021 due to the election process to allow time for all new members to attend (Proposed: Councillor S. Coy; Seconded: Councillor Ms. J. Shearer)	
87/21	Date of next Meeting and Meetings for 2020:- Wednesday 19 th May 2021 at 7.00pm on-line via Zoom. All other Meetings to be confirmed as the Wednesday 2 nd June, 7 th July, 4 th August, 1 st September, 6 th October, 3 rd November, 1 st December 2021. There being no further business to discuss the meeting closed at 7.57pm	

Signature:

Chair

Date: 19th May 2021