

WITHIEL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 18TH AUGUST 2021 AT 7.00PM

Present	Cllr. M. Davies (Vice-Chairman) Cllr. Ms. A. Hoyle Cwll. Cllr. Mrs. J. Cruse	Mrs. J. Burdon (Parish Clerk) Cllr. R. Wilson	Cllr. S. Coy Cllr. Ms. A. Lake Cllr. Mrs. W. Symons
---------	---	---	---

Minute	AGENDA ITEMS	Action
164/21	Apologies:- Councillor Mrs. J. Shearer	
165/21	Public Forum:- None.	
166/21	<p>Monthly Cornwall Councillor Report:- Councillor Mrs. J. Cruse, reported as follows and thanked the Clerk for circulating prior to the meeting:-</p> <ul style="list-style-type: none"> • First of all good news. I have been informed that Bodmin Hospital is to receive a CAT Scanner. This has already been purchased and will be installed soon. Additionally as part of the Integrated Care System there will be upgrades to some departments in Bodmin as part of the new Integrated Care System. Adult Care continues to be in crisis, due, in part, to lack of staffing to cover patients return to home care. There is a one off payment of £1,200 being offered to help patients return comfortably to home. More investment in training and giving carers equal standing within the health service needs to be priority. The Care service should be a fully integrated service within the NHS and receive equal standing. • Delivery of three new bins to the Scarlet Well area has made a great improvement to litter and poo bag dropping. The car park is fully functional and double yellow lines round the area have improved the poor parking situation. Please encourage visitors to use the car park. • Road resurfacing works have commenced at Lanivet. The Cardinham Woodlands Nursery improvement is still at the consultation stage. Speed monitoring is agreed at Hellandbridge, Helland, Lanivet and Nanstallon. • Planning : The Climate Emergency DPD is now available to view on the Council website, this will sit beside the Local Plan and will be material consideration in planning applications. The Cornwall Planning for Bioiversity Guide is also a useful document as is the Cornwall Council Interim Planning Guidance for Residential Uses in Town Centres. The St Lawrence Urban Extensions Public Consultation will be open for public consultation from the 6th September until the end of November. Estates Transformation Team are now turning to Bodmin to create a more productive space at Chy Trevail which will include more facilities for the general public. My concern for accessibility for the village community has been raised. As part of the improved package we should be looking at providing a bus service into Chy Trevail from the villages. • Queens' Platinum Jubilee: I would like to create a red, white and blue flower display in every parish with a tree planting (if a suitable site can be found). Can we discuss this and suggest sites. (One already agreed at Blisland). This is something she would like to start dealing with quite quickly. 	

	<p>Councillors suggested some planters outside the Bus Shelter and possibly the bank outside the entrance to the Village Hall Action: Next Agenda.</p> <ul style="list-style-type: none"> • The Council has put up some emergency housing in Truro and Carn Brea and is purchasing further properties to help with the housing situation. I am confident the situation regarding second homes will be looked at and a solution decided soon, as some parts of Cornwall have become so expensive it is impossible for local people to purchase a house. • The scoping investigation for lorries being stuck on narrow lanes continues and evidence is coming forward for 'hot spots' which I will discuss with Highways and Parish Councils. • I have set up speed monitoring in two areas in Helland and if this is of interest to Withiel please let me know. • I did a litter pick at Preeze Cross and was not pleased to find KFC cartons and drinks, so am writing to the manager to express my concerns. • I have also requested all the outstanding Enforcement notices in Withiel so that we may enquire as to what state they are in the enforcement flow chart. • I and Sonny thoroughly enjoyed the Dog Show, it was good to get out and about again, and the home baking was exceptional. • And lastly I hope you are all surviving the influx of visitors. Without doubt this is a very busy summer, and folk are looking for a much needed break. It is a good thing that our county (country) can offer refuge and we should be proud of that. However, I am sure that after this year things will quieten down, probably the rather dull weather will see to that. <p>Chair thanked Cornwall Councillor Mrs. J. Cruse for her report this evening.</p>	Clerk
167/22	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
168/21	Confirmation of Parish Minutes from the Main Meeting held on the 7th July 2021:- Resolved the Minutes of the Monthly Meeting held on the 7 th July 2021 as circulated were confirmed as a true and accurate record and duly signed by the Chair (Proposed: Councillor R. Wilson; Seconded: Councillor S. Coy) Motion Carried	
169/21	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 7th July 2021:-</p> <p>Page 1 Min.143/21 Community Chest Grant Form:- Clerk reported she had not received details to date Action: Keep Pending and follow up with Cornwall Councillor Mrs. J. Cruse.</p> <p>Page 2 Min.133/21 Internal Auditors Report:- Clerk reported she had made relevant amendments and forms will be circulated gradually as explained last month.</p> <p>Page 2 Min.147/21 Highway Issues:- Clerk reported she had not received an update regarding the two issues raised Action: Keep Pending and follow up with Cornwall Councillor Mrs. J. Cruse for a response.</p> <p>Page 2 Min.148/21 Footpath Issues:- Clerk reported she had not received an update regarding who is responsible for the stiles, gates, footbridges and wooden steps. See information under footpaths on the agenda this evening.</p>	<p>Clerk/ Cwll. Cllr. Mrs. J. Cruse</p> <p>Clerk/ Cwll. Cllr. Mrs. J. Cruse</p>

	<p>Page 6 Min.159/21 Toddler Group:- It was noted for the minutes that Councillor Mrs. W. Symons set the Toddler Group as a parishioner and not a Parish Councillor and the report last month was merely an update to the Parish Council for information only.</p> <p>Page 5 Min.154/21 Cornwall Local Plan and Cornwall Diversity Plan:- Clerk queried whether copies were available for those that required them? Action: Cornwall Councillor Mrs. J. Cruse will bring some to the next meeting.</p>	<p>Cwll. Cllr. Mrs. J. Cruse</p>
170/21	<p>Highway Issues in the Parish:- Councillor M. Davies reported on the links on the agenda for reporting. He also made Councillors aware in respect of a tree coming out into the road by and HGV and blocked the road Action: Councillor M. Davies to email photographs to Cornwall Councillor Mrs. J. Cruse for information and evidence.</p> <p>Councillor R. Wilson reported on misplaced signs that needs dealing with and clearing of vegetation Action: Councillor R. Wilson to report online.</p>	<p>Vice- Chair</p> <p>Cllr. R. Wilson</p>
171/21	<p>Footpath Issues in the Parish:- Clerk reported a list received from our Contractor had been forwarded to Cornwall Councillor Mrs. J. Cruse to follow up on our behalf Action: Keep Pending. Action: Clerk to re-send to Cornwall Councillor Mrs. J. Cruse.</p> <p>Clerk suggested the Parish Council give delegated powers to herself and the Chair/Vice-Chairman to follow up the footpaths and action as necessary any works, depending on the response. It was resolved to give delegated powers to the Chair, Vice-Chairman and Clerk (Proposed: Councillor Ms. A. Lake; Seconded: Councillor Ms. A. Hoyle) Action: Clerk.</p> <p>Councillor Mrs. W. Symons reported that she had not experienced any problems with the footpath near her (part of the Saints Way) but here is a kissing gate that is rotten, as the paths enters Tregustick Downs/bottom of Trewennick Lane. A rotten post from last year, wa reported 12-18 months ago, but nothing happened so the Farmer repairs it at his own expense, even though it was on the understanding that Cornwall Council should have. Even though the kissing gate is rotten, the Sains Way footpath is still usable, as a large field gate is open. The kissing gate that broke in March 2021 was reported to Cornwall Council but once again nothing done. The footpath then follows the field along the insude of the road hedge, to a stile which is in good working order. The footpath then goes across a field to a large metal gate, which is clear and wasy to use. Crossing down across the field which has a very large windmill, you go down to the stop of Stoney Lane. There is a large gate and a stile, both in good working order. Down the bottom of the land the road continues to the right for a while along the road, before crossing into the footpath heading for Withiel. Councillor R. Wilson reported some footpath issues online which have been dealt with.</p>	<p>Clerk/ Cwll. Cllr. Mrs. J. Cruse</p> <p>Clerk</p>
172/21	<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:- PA21/06381 – Mr. & Mrs. Parsons – Retention of single storey porch extension, Homer Park, Prince Park Road, St. Wenn, Bodmin – Support (Proposed: Councillor R. Wilson; Seconded: Councillor Ms. A. Hoyle)</p>	<p>Clerk</p>

PA21/00013/NDP – St. Wenn Parish Council Plan proposal submitted for St. Wenn Neighbourhood Development Plan, St. Wenn – **It was noted we have received the document and invitation to comment and draw it to residents' attention if they want to comment** (Proposed: Councillor S. Coy; Seconded: Councillor Ms. A. Hoye)

Clerk

Planning Results:-

PA21/04020 – Miss Eleanor Crick – Change of use of 450sqm of existing industrial building from sui generis to B2 use to allow the conversion of a section of the building into a vehicle maintenance workshop for servicing and maintenance of commercial vehicles, Higher Brynn Farm, Roche – **Approved**

PA21/04318 – Mr. P. Vincent – Certificate of Lawful Development for an Existing Use of Continued breach of occupancy condition in excess of 10 years of Decision Notice E1/87/0720/OOP dated 6th July 1987, Kerris Vale, Kerriers Road, Inches, Withiel – **Granted (CAADs, PIPs and LUs only) Action:** Clerk to follow up the meaning of the result.

Clerk

Planning Correspondence – PA21/04318 – Certificate of Lawfulness, Kerris Vale, Inches – advising they note on this Lawful Development Certificate that the Parish Council objected. Lawful Development Certificate applications are not planning applications which can be objected to, and are instead an assessment of the lawful situation as set out by the applicant or agent. The process for assessing a Certificate of Lawfulness is set out in Section 191 of the Town and Country Planning Act, and amongst other things, that act allows someone to apply to the LPA for legal confirmation as to whether or not a breach of planning condition has happened in excess of ten years. Comments regarding Enforcement are noted, we rely on cases to be reported to us in order to investigate. A search of our system does not show any reports regarding a breach of condition on this dwelling. Any queries regarding Enforcement need to be directed to planning.enforcement@cornwall.gov.uk where they may be able to advise on the status of any investigations or previous reports. The assessment of any Certificate of Lawfulness is on a matter of fact based on the evidence submitted to us, and does not take into account any development plan policies or other normal planning considerations. In this case it is considered that the applicant has provided sufficient and clear evidence that they have been utilising the dwelling in breach of the planning condition for a period of time in excess of ten years. As the LPA has not received, or found, any evidence to contradict the evidence provided by the agent, the LPA is minded to issue the Lawful Development Certificate. As this was not a planning application I am not contacting you under the 5 day protocol but am instead emailing you as a courtesy.

Councillor M. Davies reported after speaking to the Chair earlier in respect of Kerris Vale, it is to do with a procedural issue that it has been going on for 10 years, so the reality is that if the Parish Council wants to see things happen we need to deal with and make it understood that everyone must apply for planning permission no matter what it is.

	Action: Next agenda – Items for Planning Enforcement. Councillor M. Davies also suggested this is included in the monthly report for people to come forward with information.	Clerk																					
173/21	<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 as listed below as circulated on schedule (Proposed: Councillor S. Coy; Seconded: Councillor Ms. A. Lake) Motion Carried</p> <table border="1"> <tr> <td>Heart Internet</td> <td>£57.46</td> <td>Website Hosting</td> </tr> <tr> <td>Updraft Plus</td> <td>£0.77</td> <td>Yearly Storage 5GB</td> </tr> <tr> <td>Salaries and Expenses</td> <td>£221.76</td> <td>August 2021</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£50.20</td> <td>August 2021</td> </tr> <tr> <td>Ms. J. Shearer</td> <td>£29.70</td> <td>Expenses</td> </tr> <tr> <td>CALC</td> <td>£24.00</td> <td>Chairmanship Training</td> </tr> <tr> <td>Complete Business Solutions</td> <td>£14.36</td> <td>Stationery - Paper</td> </tr> </table> <p>Clerk noted that reimbursement to the Chair was for 6 years printing of minutes and agenda's for the noticeboard, as agreed previously by the Parish Council expenses could be claimed for this.</p>	Heart Internet	£57.46	Website Hosting	Updraft Plus	£0.77	Yearly Storage 5GB	Salaries and Expenses	£221.76	August 2021	HMRC – Income Tax	£50.20	August 2021	Ms. J. Shearer	£29.70	Expenses	CALC	£24.00	Chairmanship Training	Complete Business Solutions	£14.36	Stationery - Paper	Clerk
Heart Internet	£57.46	Website Hosting																					
Updraft Plus	£0.77	Yearly Storage 5GB																					
Salaries and Expenses	£221.76	August 2021																					
HMRC – Income Tax	£50.20	August 2021																					
Ms. J. Shearer	£29.70	Expenses																					
CALC	£24.00	Chairmanship Training																					
Complete Business Solutions	£14.36	Stationery - Paper																					
174/21	Notification of Exempt Status for Annual Audit of Accounts:- Clerk reported an automated message had been received to notify that the External Auditors have received and logged the notification of exempt status for the year ended 31st March 2021 submitted for Withiel Parish Council. By notifying us that Withiel Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued by us for this reporting year. Unless we receive any correspondence from local electors during the period for the exercise for public rights that requires us to contact you, you will not hear from us again, except to chase any outstanding fees, until the planning for the 2021/22 review year gets underway.																						
175/21	Update - Bodmin Community Network Meeting Update, including Police Report:- No report due as meeting to be held in September.																						
176/21	Update - Climate Action Group Meeting:- Councillor Ms. A. Lake reported there was no update. Cornwall Councillor Mrs. J. Cruse reported there is a new document Climate Emergency DPD on Cornwall Council's website which is very informative. Councillor Ms. A. Lake will read through and send out a brief report.																						
177/21	Update - Neighbourhood Watch Scheme:- Councillor R. Wilson reported he had spoken to our Neighbourhood Watch Co-ordinator, Neil Rose over at St. Wenn. Not only do we not have a Police Liaison Contact as yet, but his own application has not yet been approved. This is obviously holding up the whole scheme but he has said he will be more proactive in chasing this up. Neither of us has been able to get a positive response from BT Openreach but looking at other parishes with Neighbourhood Watch Schemes in place, signs are attached and we have decided to put them up anyway. We did agree to meet to do this some 10 days ago and picked the rainiest day of the summer, so we are hoping to get this done as soon as possible Action: Cornwall Councillor Mrs. J. Cruse agreed to follow up.	Cwll. Cllr. Mrs. J. Cruse																					
178/21	Update - Bus Shelter:- It was noted the bus shelter had been painted, thanks to all Councillors involved, it was agreed it was looking very fresh, clean and tidy. Councillor Ms. A. Hoyle noted that despite the previous minutes she had not been asked to take part in the painting of the bus shelter.																						

179/21	<p>Update – Withiel Emergency Plan:- Councillor M. Davies reported there was no formal documentation to circulate but he did want to ask other Members for any more information to fill the gaps in the document.</p>	
180/21	<p>Request for long standing Parishioners:- Councillor R. Wilson reported he had given this matter some consideration. Having had it suggested to me that it could be problematic in setting a precedent. Whilst I wholeheartedly support the recognition of the parishioners, the issue is what happens when other parishioners pass on. It could be that every family may want to commemorate their loved ones and how do we say some can and some cannot? In reality that is what cemeteries are for. This seems negative but I have to agree with this viewpoint but I have had an idea to put to the Parish Council.</p> <p>Perhaps we can create a modest memorial garden somewhere then families to could plant their own shrub or tree and put in a plaque?</p> <p>Councillor Ms. A. Hoyle sent information in respect of a memorial for a parishioner. They have been discussing a bench made out of recycled plastic placed on the island in Retire with a plaque.</p> <p>It was agreed to leave in abeyance as unfortunately out of the Parish Councils remit but some of the ideas to improve the parish could be beneficial.</p>	
181/21	<p>Update – Role/Remit of a Parish Council:- Clerk reported she had followed up with CALC who confirm the role of the Parish Council and the extent to which it can support local events it extensive. Whenever the Parish Council is looking at an activity it needs to be sure that there is a power to support the activity; many exist around events and recreation. The Good Councillors Guide has a useful list of the powers open to parishes. The Parish Council is able to use these powers to facilitate and support community events either by grant funding towards supporting the event or by running something themselves. On each occasion they will need to understand the aims of the event and to ensure that it is open to everyone in the community.</p>	
182/21	<p>Updated Policies to be reviewed and adopted by the Parish Council – (a) Freedom of the Parish; (b) Standing Orders:- It was resolved to adopt both of these policies as circulated (Proposed: Councillor Mrs. W. Wendy; Seconded: Councillor R. Wilson) Action: Clerk to update Website.</p>	Clerk
183/21	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. Cornwall Council – Town & Parish Council Newsletter – 16th July; 30th July; 13th August 2021 2. Bodmin Police Station – Bodmin/Wadebridge July Newsletter 3. Plymouth City Council – Peninsula Transport Vision and Consultation 4. Carleys Organic - Chacewater Community Energy Green Energy Fair and Electric Vehicle Day – 24th July 2021 5. Great Western Railway – Change to Services 11th July 2021 6. Cornwall Area of Outstanding Natural Beauty – Latest News Update 7. Cornwall Council – Bodmin Community Network Meeting – Wednesday 22nd September 2021 from 5.00pm-6.30pm 8. Great Western Railway – Annual Customer and Stakeholder Report 2020/21 9. CALC – Community Group Funding: Community Ownership Fund Webinars 10. Great Western Railway – Temporary Reductions in Services 11. CALC – Autumn Courses 12. CALC – Community Ownership Fund First Round application 13. Office of the Police & Crime Commissioner – Vaccine Passport Scams 14. Office of the Police & Crime Commissioner – Survey – Police and Crime Plan 	

	<p>15. CALC – Financial Update from Cornwall Council and briefing on online precept data collection to be held on Wednesday 18th August 2021 at 10.00am via Microsoft Teams</p> <p>16. Cornwall Council – Planning News for Local Councils – July 2021</p> <p>17. CALC – New Training – Emotion resilience skills for Council Officers – Monday 23rd August 2021 from 2.00-4.00pm via Zoom</p> <p>18. Cornwall Council – Members Carbon Neutral Update and training for local Councils</p> <p>19. Great Western Railway – Boardmasters and Falmouth Week</p> <p>20. Office of the Police & Crime Commissioner – Road Safety Warning after tragic accidents in Devon and Cornwall</p> <p>21. Cornwall Council – Climate literacy training for local Councils</p> <p>22. CALC – Online Event – Making Rural Housing more affordable – 17th November 2021</p> <p>23. CALC – Consultation on Police and Crime Plan Priorities for 2021-2025</p> <p>24. CALC – Training – Emotional Resilience Skills for Council Officers – Monday 23rd August 2021 from 2.00-4.00pm</p> <p>25. Cornwall Council Local Council – Planning Induction Training</p> <p>26. Cornwall Partnership NHS – Health works for Cornwall Open Even – 21st August 2021</p> <p>27. Great Western Railway – Community Funding Open for Bids</p> <p>28. Cornwall Area of Outstanding Natural Beauty – Online Survey</p> <p>29. Cornwall Council – Climate Literacy Training for Local Councils</p> <p>30. Bodmin Police Station – August 2021 Newsletter</p> <p>31. Office of the Police & Crime Commissioner – Crime Stoppers Rural Crime Campaign</p>	
184/21	<p>Any Urgent Matters the Chair considers relevant for this meeting:- Clerk raised training courses that Councillor Mrs. W. Symons was interested in attending, there is a fee for these courses and felt the Parish Council needed to discuss the relevance and look at the remainder of our training budget for the year, it was noted there was £278.00 (although there are some invoices due for finance training, so this will be less) remaining up to the 31st March 2022 for Councillor training. Clerk did inform Councillors if training was booked and not attended, the Parish Council still had to pay for the training, so it was important to ensure attendance as they would not reimburse for this Action: Clerk to re-circulate the training from CALC to establish with Councillors whether they feel it is relevant to the Parish Council.</p> <p>Clerk reported after discussion with the Chair regarding the minutes being put on the noticeboards, which are now not all able to be put up due to size and content, and this is reduced. Clerk advised the Chair believes only one person possibly reads them on the noticeboard and she is happy to liaise with him directly and come up with a solution if necessary. Clerk confirmed she would draw up a sheet to put up to inform parishioners to view minutes on the Parish Council website due to size and content. Agendas would continue to be put up. Clerk suggested we trial for a period and see if we receive any comments. Councillors were happy to agree to this (Proposed: Councillor R. Wilson; Seconded: Councillor Ms. A. Lake)</p>	Clerk

185/21	<p>Date of next Meeting and Meetings for 2020:- Clerk reported she had liaised with the Chair and Vice-Chairman regarding the September Meeting which is only two weeks away and after a discussion with CALC today regarding the situation with meetings and having to cancel the earlier September one and online meetings, she would propose if there is no planning or urgent matters that need dealing with, we use the Scheme of Delegation in consultation with the Chair and Vice-Chairman and either hold an online session or a physical meeting, whatever is required. Clerk went into more detail on how the Scheme of Delegation works. It was resolved to go along with the Clerks suggestions for September and meet in October (Proposed: Councillor S. Coy; Seconded: Councillor Mrs. W. Symons) Action: Clerk.</p> <p>Next physical meeting to be either end on Wednesday 1st September or 6th October 2021 at 7.00pm in the Withiel Village Hall, depending on what agenda items are required. All other Meetings to be confirmed as the Wednesday 3rd November, 1st December 2021.</p> <p>There being no further business to discuss the meeting closed at 8.01pm</p>	Clerk
--------	---	-------

Signature:

Chair

Date: 6th October 2021