

WITHIEL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 6TH OCTOBER 2021 AT 7.00PM

Present	Cllr. Ms. J. Shearer (Chair)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Davies (Vice-Chairman)
	Cllr. Ms. A. Hoyle	Cllr. S. Coy	Cllr. Mrs. W. Symons
	Cllr. R. Wilson	1 Member of Public	

Minute	AGENDA ITEMS	Action
186/21	Apologies:- Councillor Ms. A. Lake, Cornwall Councillor Mrs. J. Cruse	
187/21	Public Forum:- One member of public in attendance with nothing to raise.	
188/21	<p>Monthly Cornwall Councillor Report:- Apologies received and report circulated from Councillor Mrs. J. Cruse as follows:-</p> <ul style="list-style-type: none"> • Firstly I am sorry not to be present I am isolating prior to an operation on the 7th October. • I am very pleased that your Chair has finally been able to get some answers regarding the responsibilities of the footpaths maintenance. I put this to Caseassist and requested the Senior Officer was informed. Which appeared to have worked. Thank you Janet for your persistence in this. • This brings me on to the continuing saga of lorries damaging roads, passing places and now your bridge. I have requested a meeting with Cornwall Highways and I will make Withiel and surrounding lanes priority to find a solution. I do understand the difficulties regarding local business and farming activities, but this situation cannot continue. • I would be grateful if you could pass this request from Cornwall Planning Department around to any landowner who you think might be interested. They are seeking land within the Camel SAC which is 1 hectare or more, close to a waterway and or housing development for mitigation work in reducing phosphates. • I have been contacted by the Withiel Playing Field Association confirming a Rowantree would be an acceptable planting. I also have some urban trees coming in March. So March planting will be the preferred time for me. I am also asking for help with planting wildflowers as I am physically unable to attempt anything for a month. If you know of anyone who has a piece of land which can be seen by the public and who is willing to prepare the land and sow and tend to the red white and blue wildflower seeds please let me know as they do need sowing soon. • I am very keen on the other idea of planting pots near the bus shelter, and around the village and if anyone would be willing to help with that I would be very grateful. Those plants can be planted early next spring ready for the summer. • Please do not hesitate to contact me after the 10th October I should be able to answer my emails and pursue any matters as needed. <p>Chair thanked Cornwall Councillor Mrs. J. Cruse for her report this evening.</p>	
189/22	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	

190/21	<p>Confirmation of Parish Minutes from the Main Meeting held on the 18th August 2021:- Resolved the Minutes of the Monthly Meeting held on the 18th August 2021 as circulated were confirmed as a true and accurate record and duly signed by the Chair (Proposed: Councillor R. Wilson; Seconded: Councillor Ms. A. Hoyle) Motion Carried</p>	
191/21	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 18th August 2021:-</p> <p>Page 2 Min.143/21 Community Chest Grant Form:- Clerk reported she had not received details to date and had followed up again Action: Keep Pending and follow up with Cornwall Councillor Mrs. J. Cruse.</p> <p>Page 2 Min.147/21 Highway Issues:- Clerk reported she had received a response from Cornwall Councillor Mrs. J. Cruse advising these matters had been covered in an email from the Chair to Rachael Tatlow of Cormac. She believes it should be covered in the map being produced for a new highways scheme, although she is not sure where the money is coming from, she will have to pursue.</p> <p>Page 3 Min.154/21 Cornwall Local Plan and Cornwall Diversity Plan:- Clerk reported she had requested a link to the documents be forwarded if paper copies are unavailable Action: Cornwall Councillor Mrs. J. Cruse.</p> <p>Page 4 Min.172/21 Meaning of Planning Result:- A response had been received with information as follows - CAADs – Certificate of Appropriate Alternative Development; PIPs – Planning in Principle; LU – Lawful Development (Certificate of Lawful Development).</p>	<p>Clerk/ Cwll. Cllr. Mrs. J. Cruse</p> <p>Clerk/ Cwll. Cllr. Mrs. J. Cruse</p>
192/21	<p>Highway Issues in the Parish:- Correspondence circulated during the month in respect of highway issues in the village. Chair reported people do not appear to be reporting using the links provided, they need to be encouraged to complete the forms and nothing can really be achieved on Facebook. Email from Jenny Cruse – I recently had a meeting with Rachel, Mark and Sarah of Cormac. I have expressed my concerns about the problems with lorry damage in Withiel. They have asked for you to produce an A3 map with the problem spots marked. They would also like a suggestion of a highways improvement route/s into the village. Apparently the bridge is wide and strong enough not to have any restrictions upon it. Repairs will commence soon and the repairs to your passing place are planned for the 15th December and will involve road closure. I hope you will be able to get together and make a map of what Rachel is asking. I think this is something you are very well placed to do. In the background Rachel will produce a map of where the existing signs are so we can look at what can be upgraded or put in place. For my part I will also make requests about funding as you know the system of Network Funding is being replaced, so I need to find out where the money will come from. Just another idea you might like to think about is CCTV. This might help find out who is causing the problems. You can hire CCTV from Tolcarne Fire Station in Redruth. They will monitor it for you. The installation by Western Power is £200 but I am not sure about the rental cost. Just thinking it might sort out a few questions as to who is doing the damage.</p> <p>Chair reported unfortunately the majority of roads in Cornwall are too small and not wide enough for the larger vehicles travelling around.</p>	

	<p>It seems to be trucks that are quite often getting stuck. Rachel Tatlow has requested we produce a map of the trouble spot areas. Councillor M. Davies reported he has obtained the interactive parish map which can be marked accordingly. It was noted the bridge itself at Ruthern Bridge is not within Withiel Parish.</p> <p>Councillor M. Davies suggested we need to establish the areas that are unsuitable for HGV's. Councillor S. Coy suggested that barriers need to be put up each side, so it hit the tyres first before the bridge is hit, it would cost Cormac less than one repair. The other option is to physically indicate the width of the bridge prior to crossing. Chair suggested Councillors assist with helping Councillor M. Davies to complete the digital map and monitor for a month and perhaps following this we could contact companies to inform them the area is not suitable if appropriate. It was suggested Councillor Mrs. W. Symons immediately responds to notifications on Facebook informing them of the link to report the issues on to Cormac, with times, vehicle, direction it was travelling and photographic evidence.</p>	
193/21	<p>Footpath Issues in the Parish:- Chair reported along with the Clerk there had been a productive meeting online with Chris Monk and Donald Martin from Cormac and, as we understand it, they have now agreed in principle to fund various repairs needed on our footpath network but will need a site visit with myself and our contractor to arrive at an exact brief for the repairs. This will take place during October, all being well. In some cases they prefer to upgrade the stile, for example, to a kissing gate, and in others the design of the stile has changed so they will replace the old one with a new stile. This is all to the benefit of our footpath network, which in some places appears to be quite neglected, sadly. The funds will be in the form of a grant added to our Local Maintenance Partnership deal. She was able to visit all the sites prior to the meeting and photograph them which helped enormously with identifying the problems. It would be really useful if we can all do this on our various ramblings around the parish and present the information in a similar way if an issue is spotted. It is quite easy to use your phone and send a small image to support your notes. If anyone wants any help with this, she would be delighted to explain it.</p>	
194/21	<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>PA21/09327 – Ms. Jemma Jobs – Proposed demolition and reconstruction of existing extension, Withielgoose Farmhouse, Beacon Hill, Withiel – Extension of Time Requested – Next Agenda</p> <p>Planning Results:-</p> <p>PA21/06381 – Mr. & Mrs. Parsons – Retention of single storey porch extension, Homer Park, Prince Park Road, St. Wenn – Approved</p>	Clerk
195/21	<p>Items for Planning Enforcement:- Councillor S. Coy believes this is not necessarily the responsibility of the Parish Council and its Members. If members of the public have problems they should report directly to Cornwall Council Planning or Cornwall Councillor Mrs. J. Cruse.</p>	

196/21	<p>National Planning Reforms White Paper:- Councillor R. Wilson reported Bude Town Council are asking for other input from other Parish and Town Councils. Basically they want to petition Cornwall Council to petition the Government to take all considerations. All points noted were good suggestions. Bodmin Town Council are asking for other Councils to join them. There were concerns in over-development of Cornwall, lack of infrastructure, lack of affordable and social housing.</p> <p>Councillor S. Coy reported this is high politics and there is nothing that individuals can do about this but we can liaise with Cornwall Councillor Mrs. J. Cruse regarding this. However, as individuals we could send our comments to our local MP, Scott Mann and if necessary invite him to attend one of our meetings and let him know our views. Chair reported this does impact health, education, etc., and she agreed we should comment. Councillor R. Wilson to put together a response and forward to the Clerk, in liaison with the Councillors to review Action: Councillor R. Wilson.</p>	Cllr. R. Wilson/ Clerk																		
197/21	<p>Housing Resolutions Update:- Councillor R. Wilson reported this matter is also in line with the item above.</p>																			
198/21	<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 for September and October 2021 as circulated on schedules (Proposed: Councillor S. Coy; Seconded: Councillor R. Wilson) Motion Carried</p> <table border="1" data-bbox="204 1010 1355 1238"> <tr> <td>Updraft Plus</td> <td>£27.00</td> <td>Storage (Yearly)</td> </tr> <tr> <td>Salaries and Expenses</td> <td>£218.30</td> <td>September 2021</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£50.20</td> <td>September 2021</td> </tr> <tr> <td>Salaries and Expenses</td> <td>£221.76</td> <td>October 2021</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£50.20</td> <td>October 2021</td> </tr> <tr> <td>Receipt: Cornwall Council</td> <td>£2,237.76</td> <td>Precept/CTS Grant</td> </tr> </table>	Updraft Plus	£27.00	Storage (Yearly)	Salaries and Expenses	£218.30	September 2021	HMRC – Income Tax	£50.20	September 2021	Salaries and Expenses	£221.76	October 2021	HMRC – Income Tax	£50.20	October 2021	Receipt: Cornwall Council	£2,237.76	Precept/CTS Grant	Clerk
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199/21	<p>Queens Platinum Jubilee:- Cornwall Councillor Mrs. J. Cruse requested this be included on the agenda, it was resolved to include on the next meeting agenda Action: Clerk.</p>	Clerk																		
200/21	<p>Plant Trees with a Grant:- Chair reported there are lots of grants available, its just a matter of following up online. Councillor S. Coy recently planted 7,000 trees in a woodland space on his land. There are areas that can be planted with trees, the Village Hall area. Chair asked whether we could influence others who have space in the Parish that may be encouraged to plant trees? Councillor S. Coy suggested a tree to be planted in the Church Cemetery in liaison with Councillor Ms. A. Lake Action: Councillor Ms. A. Lake.</p> <p>It was suggested to plant wild flowers in the Churchyard as well, Chair felt this was a brilliant idea, Clerk suggested this could be brought up under the Queens Platinum Jubilee when we discuss next month Action: Councillors/Clerk.</p>	Cllr. Ms. A. Lake Cllrs/ Clerk																		
201/21	<p>Bodmin Community Network Meeting Update, including Police Report:- Chair reported on the Police Report circulated and update from the Bodmin Community Network Meeting as follows:-</p> <p>Healthcare - Update on Bodmin Surgery/Health Campus There was a presentation by Michelle Partly, NHS Kernow, Dr Emma Langstaff, NHS Kernow and Charlie James from Osmond Tricks Developers. Plans are well under way to acquire the site next to Chy Trevail and build a new Health Centre.</p>																			

The population of Bodmin is now 23,000 and for that number there should be at least 1800 square metres of space for patients and staff, compared to the current 850 square metres which is woefully inadequate. Cornwall Council have helped to identify the site and supported outline planning permission. Progress is ahead of schedule and the anticipated target time and Bodmin is becoming desperate for new site, in spite of a reduced footfall during the pandemic. Negotiations have been on going re the plan and everyone is trying to get to the final stage. It is hoped that the centre will be set in the green space, next to the existing trees, immediately adjacent to Chy Trevail. There are excellent links to public transport. It has a very contemporary design with an integral pharmacy. It looked a bit 'square' to me but the interior seemed spacious, light and pleasing, with lots of rooms for consultation and waiting space. There were questions about parking facilities but it is anticipated that 60 spaces should be enough. Completion is expected approximately Christmas 2023. It is hoped that local Parish Councils will engage with the process.

Highways We are encouraged to take photos of issues and I was able to once again raise the on-going nuisance in withiel Village of enormous vehicles getting stuck. I will try to get this on to the agenda for the next meeting and see if we can get some signs in the village and at Ruthernbridge.

Vice Chairmanship I was elected Vice-Chair of the Bodmin Community Network Panel. Leigh Frost is the Chair.

Withiel Report I was able to raise our continued frustration at the slow response of Cornwall Council to requests for clarity regarding funding of footpath repairs. Sarah Sims (our Community Link Officer) was very proactive the next day, contacting Cormac on our behalf and as we had a meeting planned with Cormac, we have finally got a good result and are able to report that the issues on the footpath network may well be dealt with soon, hopefully mostly at the expense of Cormac.

Next Meeting (online) 1st December 2021

202/21

Chairmanship Training:- Chair reported a Chair person is the first among equals, we were told. A Chair can never make sole decisions and must have an awareness of local issues - being the eyes and ears of the community.

The wording of a proposal (at a meeting) in relation to any item on the agenda must be very clear. It is vital that people are voting for a set of words - particularly in planning items.

In the event of a tie vote - it is a second vote that the Chair can have the casting vote, but the second vote may differ from the first (in other words, someone may have changed their mind).

A letter of resignation must be addressed to the Chair only and must be in writing (email is fine).

Preparation is key to managing a successful meeting - so making notes and preparing a script based on the agenda is useful. Make sure you know the content of the agenda and understand what decision needs to be made.

	<p>Minutes should go out and be circulated as soon as possible after meeting - while matters are fresh in people's minds.</p> <p>Clarify what you hope to achieve and involve everyone - getting everybody to focus on a rational decision to get an agreement. Allow people to express strong feelings. Chair can adjourn a meeting if there is discord - even for a few minutes. A matter can be referred to a working party of a Committee. Stick to the agenda. Keep to time. Encourage participation and respect for each other. Lead by example. Meeting must go 'through the Chair' Remain open-minded. Keep useful standing orders handy for reference. Brief the meeting. Step up to the role.</p> <p>Once a proposal is made (in words) there should be no further debate, so if someone makes a proposal before debate, Chair can put it on hold and allow each member to speak. Each member should only speak once. Try to get the public to bring up items in advance of the meeting so they can be on the agenda - as if they bring them to a meeting on the day and they are not on the agenda, they cannot be discussed. Chair can restrict public session to items on the agenda (we have never done this).</p>	
203/21	<p>Climate Action Group Meeting:- Councillors Ms. A. Lake and Ms. J. Shearer to meet to explore opportunities for winter, others most welcome and ideas happily received. The Jubilee Tree is organised for the Playing Field, likely to be planted in March.</p>	
204/21	<p>Neighbourhood Watch Scheme:- Councillor R. Wilson reported he has spoken to the Co-ordinator of Cornwall, who commented their whole vetting system is down due to Covid, however, she would get it moving along as soon as possible. He is hoping to arrange a meeting next week with Neil Rose to run through the application form. It is feeling it will be a joint Parish venture. Next weeks meeting hopefully will give us something more positive to report next month.</p> <p>Chair circulated the link to Councillors – Neighbourhood Watch Newsletter – https://www.ourwatch.org.uk/sites/default/files/documents/2021-10/Oct%202021%20OUR%20NEWS.pdf</p> <p>Action: Clerk to include this link on the Village Facebook page.</p>	Clerk
205/21	<p>Withiel Emergency Plan:- Councillor M. Davies requested information for the Emergency Plan from Members of the Parish Council as requested previously</p> <p>Action: Councillors and Clerk to re-send updated version from Councillor M. Davies.</p>	Cllrs/ Clerk
206/21	<p>Celebratory/Memorial Requests:- Chair reported sadly the Parish Council cannot support private memorials. Councillor Mrs. W. Symons reported the Playing Fields Association may assist with some initiative as they are currently arranging some planting on the Playing Field and want to put a path and possibly a rockery and some seating. She asked how they would feel if plaques were put down for memorable people in the Parish. They thought it was a lovely idea and they were enthusiastic about this and the Playing Field would be happy to initiate this proposal. Chair suggested that families and friends are the people to initiate this. It was resolved to leave in abeyance and off the next agenda</p> <p>Action: Clerk.</p>	Clerk
207/21	<p>Parish Councillor Training Requirements:- Chair suggested the following training may be useful:-</p>	

	<p>Building a two-way conversation with your community Wednesday 3rd November 2021, 10.00am – 12.00pm Tuesday 11th January 2022, 2.00pm – 4.00pm</p> <p>It was resolved the Clerk checks the cost and re-send information to Councillors Action: Clerk.</p>	Clerk
208/21	<p>Updated Policies to be reviewed and adopted by the Parish Council to be included on the November agenda:- Action: Clerk.</p>	Clerk
209/21	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. Cornwall Council – Town & Parish Council Newsletter – 27th August; 10th September; 24th September 2021 2. CALC – Cornwall Council: Healthy Cornwall Training Link 3. CALC – Kernow Connect: Services for Young People 4. CALC – Finance Presentation 5. CALC – Housing Resolutions – Bude Stratton Town Council 6. CALC – LGA Report on Localism 7. CALC – Defibrillator Information 8. Cornwall Area of Outstanding Natural Beauty – Job Vacancies/Management Plan Consultation/Photo Competition 9. CALC – Executive Board Vacancies 10. Great Western Railway – Update following lorry wedged under rail bridge in Plymouth 11. CALC – Code of Conduct Training for Councillors – Tuesday 16th November 2021 12. Great Western Railway – Railway Bridge Recovery Plan 13. CALC – Invitation to HS Track & Trace Enhanced Response Area Webinar on Wednesday 8th September 2021 from 11.00am-12.00pm 14. Cornwall Council – Campaign to ban the sale of environmentally-damaging body board 15. CEE Bill Alliance – Climate and Ecology Bill 16. CALC – Nominations open for NALC Committees and Leadership Posts 2022/23 17. Office of the Police & Crime Commissioner – Devon & Cornwall Police and Crime Panel 18. Bodmin Police Station – September Newsletter 19. Cornwall Council – Bodmin Community Network Panel Meeting – Wednesday 22nd September 2021 from 5.00pm-6.30pm via Microsoft Teams 20. Bodmin Town Council – National Planning Reforms White Paper 21. Cornwall Area of Outstanding Natural Beauty – Latest News 22. Office of the Police & Crime Commissioner – Devon & Cornwall Police Recruiting Special Constables 23. Cornwall Rural Community Council – The Inclusion Matters Service in Cornwall 24. Great Western Railway – London Paddington Closure this Sunday morning 25. CALC – Additional Code of Conduct Session – 17th November at 6.30pm 26. Cornwall Council – CNP Highways Scheme Updates 27. Cornwall Council – Police Report for Bodmin Community Network Area 28. Great Western Railway – Annual Stakeholder Conference – Monday 18th October 29. Cornwall Council – Recharges for Elections May 6 2021 30. CALC – Let's Talk Homes – Housing Strategy Survey for Cornwall 31. CALC – Training Update 	

	<p>32. CALC- CALC Executive Board Vacancies 33. Rock Choir Cornwall – Possible Performance 34. Cornwall Community Land Trust – Seminar – 20th October 2021 35. Office of the Police & Crime Commissioner - Have your say on potential changes to firearms licensing 36. Cornwall Council – River Camel Phosphate Strategy Stakeholder Engagement – help identifying landowners within the River Came Catchment Area 37. Duchy Defibrillators – Newsletter 2021 38. Citizens Advice Cornwall – Autumn Newsletter 39. CALC – Recommendations of the Board of Directors</p>	
210/21	<p>Any Urgent Matters the Chair considers relevant for this meeting:- Report from Chair and Councillor S. Coy as follows:-</p> <p>Withiel Parish Council Website: www.withiel.info</p> <p>Our Parish Council Website was set up by the former Clerk in consultation with a “specialist” when it was decided to break away from www.withiel.com</p> <p>The arrangements the former Clerk made with his “specialist” were flawed in that the specialist retained control of all the necessary permissions that our consultant, Dinah Crellin now needs to manage the site effectively, and the consultant is abrupt, rude and uncooperative when the matter is put to him.</p> <p>There are two solutions. One is to task our Clerk, in consultation with Dinah Crellin, to draft a letter from Withiel Parish Council to the “specialist” further inviting him to submit reasonable invoices for the outstanding work and the work involved in transferring the necessary permissions. Dinah Crellin can explain what this work and these permissions are in the draft letter. If the matter can be resolved, we pay the invoices and then Dinah Crellin should be a position to move the whole site to www.withiel.gov.uk</p> <p>The second solution is to recreate the website on www.withiel.gov.uk starting from scratch, and breaking all contact with the specialist.</p> <p>The first option is preferable, because it is less expensive. Either way, costs will be incurred. Up to £2K may be needed, and a grant should be sought from the S106 Solar Panel fund for this purpose. Cornwall Councillor Mrs. J. Cruse may be able to suggest other sources of Cornwall Council funding to assist us in this difficult situation.</p> <p>Dinah Crellin should also be asked to find out how we obtain www.withiel.gov.uk which is where we should have been in the first place a public body.</p> <p>It was resolved to write to Mark Finney to establish his costs to relinquish the website and transfer to Dinah Crellin (liaise with Dinah Crellin for the specific information she requires in the letter), asking for invoice allowing a time frame of 30 days for a response and if nothing held we take the second action to create a new website (Proposed: Councillor S. Coy; Seconded: Councillor M. Davies) Motion Carried Action: Clerk.</p>	Clerk

211/21	Date of next Meeting and Meetings for 2020:- Next meeting to be held on Wednesday 3 rd November 2021 at 7.00pm in the Withiel Village Hall, with final meeting of the year to be held on Wednesday 1 st December 2021. There being no further business to discuss the meeting closed at 8.35pm	
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Signature:

Chair

Date: 3rd November 2021