

# WITHIEL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 3<sup>RD</sup> NOVEMBER 2021 AT 7.00PM

Present	Cllr. Ms. J. Shearer (Chair) Cllr. Ms. A. Lake Cllr. R. Wilson	Mrs. J. Burdon (Parish Clerk) Cllr. S. Coy 2 Members of Public	Cllr. M. Davies (Vice-Chairman) Cllr. Mrs. W. Symons
---------	---	---	--

Minute	AGENDA ITEMS	Action
212/21	<b>Apologies:-</b> Councillor Ms. A. Hoyle, Cornwall Councillor Mrs. J. Cruse	
213/21	<p><b>Public Forum:-</b> Two members of public in attendance. Mr. Roy Dunstan reported he had looked back through the Facebook page and has counted the number of reports that have been put up. There have been a lot of HGV's attempting to come through the village. Chair reported that one of the questions from Highways is where the lorries are going to locally. Mr. Dunstan reported two lorries were heading towards Hustyns, one has great difficulty and had to turn in the village, he did hit a wall but with assistance they aided this vehicle to turn around. He was not aware where he was going. Councillor Mrs. W. Symons visited the Site Manager at Hustyns and he confirmed he advises all vehicles to come via Wadebridge. The problem now is we have had two Eurospeed lorries following sat nav down through Withiel. There needs to be positive signage at either end of the village. Document from Direct Gov circulated <b>Action:</b> Clerk to scan and email to Councillors, noting the paragraphs highlighted in yellow.</p> <p>Chair reported that Councillor M. Davies is producing a map to show where the problems are occurring because Highways have requested this information. We need to know where to put the signs and what signs to put up. She believes we can now make a case to move this along very fast. We can quote information from the Direct Gov document circulated. Roy Dunstan suggested a series of combined signs clearly stating out issues for HGV's at the crossroads and the bottom of the hill from Withiel. Chair would be happy to email Rachael Tatlow of Cormac tomorrow and follow up with her regarding the issues relayed this evening and the suggestions of signs and she thanked him for attending this evening and reporting the issues which have been very helpful. Signs suggested were steep hill, series of bends, humped bridge, width).</p>	Clerk
214/21	<p><b>Monthly Cornwall Councillor Report:-</b> Apologies received and brief email circulated from Councillor Mrs. J. Cruse as follows:-</p> <ul style="list-style-type: none"> <li>• She wished to thank Councillor M. Davies for the update, the toll idea did amuse her.</li> <li>• She will possibly be off for a while physically but will do what she can virtually to keep things turning over.</li> <li>• She is committed to introducing Traffic Regulation Orders for Withiel. However, this will all need to go through scrutiny and consultation.</li> <li>• Rachael Tatlow of Cormac will need to see a map with all the pressure points and any suggestions for signage, and one way traffic. So if Councillors could discuss and then we could get together and send something over to her.</li> </ul>	

	<ul style="list-style-type: none"> <li>• She has a wreath for Withiel from her and the Council and would be delighted if this could be laid by a Member of the Parish Council in her place. Wreaths are at her home and can be picked up from her, she would be very appreciate it if this could be done.</li> </ul> <p>Chair thanked Clerk for circulating email from Cornwall Councillor Mrs. J. Cruse for this evenings meeting.</p>	
215/22	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> None.	
216/21	<b>Confirmation of Parish Minutes from the Main Meeting held on the 6<sup>th</sup> October 2021:-</b> Resolved the Minutes of the Monthly Meeting held on the 6 <sup>th</sup> October 2021 as circulated were confirmed as a true and accurate record and duly signed by the Chair (Proposed: Councillor R. Wilson; Seconded: Councillor Mrs. W. Symons) Motion Carried	
217/21	<p><b>Matters Arising from the Monthly Minutes of the Meeting held on the 6<sup>th</sup> October 2021:-</b></p> <p><b>Page 2 Min.143/21 Community Chest Grant Form:-</b> Clerk reported she had not received details to date and had followed up again <b>Action:</b> Keep Pending and follow up with Cornwall Councillor Mrs. J. Cruse.</p> <p><b>Page 2 Min.154/21 Cornwall Local Plan and Cornwall Diversity Plan:-</b> Clerk reported she had requested a link to the documents be forwarded if paper copies are unavailable <b>Action:</b> Cornwall Councillor Mrs. J. Cruse.</p> <p><b>Page 4 Min.196/21 National Planning Reforms White Paper:-</b> Clerk reported Councillor R. Wilson's email had been circulated to Councillors to review. Chair confirmed she was very happy with the email circulated to be sent to Bodmin Town Council. Councillor R. Wilson reported on the email from Bude Town Council and required more time to decide on a response. It was resolved the Clerk send the email to Bodmin Town Council <b>Action:</b> Clerk.</p> <p><b>Page 6 Min.204/21 Neighbourhood Watch Newsletter:-</b> Clerk reported the link to the Neighbourhood Watch Newsletter had been included on the Village Facebook page for information.</p>	<p><b>Clerk/ Cwll. Cllr. Mrs. J. Cruse</b></p> <p><b>Clerk/ Cwll. Cllr. Mrs. J. Cruse</b></p> <p><b>Clerk</b></p>
218/21	<p><b>Highway Issues in the Parish:-</b> Chair reported she made a call to Western Power about CCTV for the Ruthernbridge. She cannot think of any other way to establish who is responsible for damaging. It is going to be closed for quite some time again now. She cannot see any other way of establishing who keeps damaging the bridge. There would need to be an electrical supply and they have said they would respond to her within the next couple of days. It was noted the bridge is actually in Lanivet Parish and not Withiel and she would like the Clerk to copy in the Chairman of Lanivet, Danny Batten and Wadebridge Town Council, it would need to be either funded by all three Parishes or Cornwall Council. Councillor R. Wilson reported he recently met the Council Inspector for bridges and his attitude was he would make a report. It is the responsibility of Cormac to repair any highways or bridges. We need to represent the interests of the Parish.</p> <p>Proposal regarding signs following discussion earlier in public forum – Propose we contact Rachael Tatlow of Cormac with Councillor M. Davies assistance with map, Chair and Councillor M. Davies to liaise and report to the Clerk to send an email to Cormac (Proposed: Councillor S. Coy; Seconded: Councillor Ms. A. Lake) Motion Carried <b>Action:</b> Chair, Councillor M. Davies and Clerk.</p>	<p><b>Chair, Cllr. M. Davies/ Clerk</b></p>

	<p>Withiel Transport Plan – Email from Cornwall Councillor Mrs. J. Cruse with an update that she would get some funding allocated to cover small community road works. She is keen to promote this scheme at Withiel as her first priority so if Parish Council Members can come up with a scheme she can present to Rachel Tatlow of Cormac as soon as possible that would be helpful, as always good to be first in line. She thinks as it includes Transport Prevention Orders it will need to be put forward early to get permissions. She believes somewhere she has a list of signs that are available and will see if she could email them over. Regarding the 20mph through villages this is a manifesto pledge and will be funded from elsewhere. We do need a consensus of opinion on this and suggest it is put on an agenda for the next meeting. She is all for this as it is aimed to make the villages a much safer place to move about in for people and animals alike.</p>													
219/21	<p><b>Footpath Issues in the Parish:-</b> Chair reported she had met with Chris Monk regarding the footpaths and they have agreed to pay for all the materials and pay Max Simpson direct for work to be carried out. Councillor M. Davies thanked the Chair for all the hard work in pushing for this to be dealt with and thanked her for this. We need to ensure in future landowners maintains and keep up to a suitable standard.</p>													
220/21	<p><b>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:-</b></p> <p><b>Planning Applications:-</b></p> <p><b>PA21/09327 – Ms. Jemma Jobs</b> – Proposed demolition and reconstruction of existing extension, Withielgoose Farmhouse, Beacon Hill, Withiel – <b>Support but would like to see natural materials in keeping with structure</b> (Proposed: Councillor M. Davies; Seconded: Councillor Ms. A. Lake) All in Favour</p> <p><b>Planning Results:-</b> None Received.</p> <p><b>Planning Correspondence:-</b> None Received.</p> <p>Roy Dunstan left the meeting at 7.51pm.</p>	Clerk												
221/21	<p><b>Monthly Accounts for Approval and Any Financial Matters (Including applications for Grants &amp; Donations if received):-</b> It was proposed that the Council approve the accounts as listed below for November 2021 as circulated on schedules (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor Ms. A. Lake) (1 abstention)</p> <table border="1"> <tr> <td>RBL Poppy Appeal c/o Mr. S. Coy</td> <td>£27.00</td> <td>Wreaths</td> </tr> <tr> <td>Max Simpson – Second Cut</td> <td>£300.00</td> <td>Footpath Strimming</td> </tr> <tr> <td>Salaries and Expenses</td> <td>£221.76</td> <td>November 2021</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£50.20</td> <td>November 2021</td> </tr> </table>	RBL Poppy Appeal c/o Mr. S. Coy	£27.00	Wreaths	Max Simpson – Second Cut	£300.00	Footpath Strimming	Salaries and Expenses	£221.76	November 2021	HMRC – Income Tax	£50.20	November 2021	Clerk
RBL Poppy Appeal c/o Mr. S. Coy	£27.00	Wreaths												
Max Simpson – Second Cut	£300.00	Footpath Strimming												
Salaries and Expenses	£221.76	November 2021												
HMRC – Income Tax	£50.20	November 2021												
222/21	<p><b>Commencement of Approval of Budget/Setting of Precept for the next Financial Year:-</b> It was resolved Councillors review figures over the next month and bring forward their ideas for the next meeting and forward to the Clerk in the meantime so they can be circulated to all Councillors. Clerk reported she had followed up with Cornwall Council to try to obtain a rough estimate of the cost of the election. Councillor S. Coy reported on the situation with regards to setting the precept and believes we need to increase by £1,000 approximately <b>Action:</b> Clerk/Councillor S. Coy/Councillors.</p>	Clerk/ Cllr. S. Coy/Cllrs												

223/21	<p><b>Queens Platinum Jubilee (Including Planting Trees and Wildflowers):-</b> Chair reported the bus shelter has been such a success and she wondered if parishioners could plant pots in red, white and blue. Councillor Ms. A. Lake reported we have plenty of time to plant, probably better to sow in the spring now and then we will have a really nice display. We could invite as many people who may like to assist with planting. She has also put a request in to the Woodland Trust under the Playing Fields Committee for approximately just over 300 trees. It was felt the Spring would probably the best time to start planting and getting people interested first and ensuring the ground is made ready. Councillor Ms. A. Lake would include information in the News and Views Newsletter.</p>	
224/21	<p><b>Update on Withiel Parish Council Website:-</b> Clerk and Chair reported Mark Finney has not responded and has been emailed twice. Clerk reported the Dinah Crellin has confirmed the cost of a new website would cost approximately £2,000 at a minimum. It was noted the current website is working for now but unfortunately if access was removed, we could possibly lose all information held on the website.</p> <p>It was resolved to go with a new website being built with Councillor S. Coy leading the way. This is a unexpected one off project and funds come out of the Section 106 from solar funding or St. Breock Wind Farm. Apply to Cornwall Councillor Mrs. J Cruse whether Cornwall Council have funds available towards this (Proposed: Councillor; Seconded: Councillor) <b>Action:</b> Clerk/Councillor S. Coy. <b>Action:</b> Clerk to establish remainder of S106 funding held by Cornwall Council.</p> <p>It was agreed Councillors make enquiries locally to see if anyone may be interested in building a new website and transfer over information and Clerk to tender by advertising on Facebook, Website and contact companies suggested by Clerks <b>Action:</b> Clerk to action once we have information regarding solar funding.</p>	<p><b>Clerk/ Cllr. S. Coy</b></p> <p><b>Clerk</b></p>
225/21	<p><b>Bodmin Community Network Meeting Update, including Police Report:-</b> No report.</p>	
225/21	<p><b>Climate Action Group Meeting:-</b> Councillor Ms. A. Lake and Chair reported as soon as the DPD document is adopted, this will guide all of our decisions that are made on planning. This is the sort of thing we have been waiting years for. She took a small proportion of what was in the document and circulated to Councillors. It will make our whole planning system more holistic. Chair expressed thanks to Councillor Ms. A. Lake for presenting this excellent document.</p>	
226/21	<p><b>Neighbourhood Watch Scheme:-</b> No report.</p>	
227/21	<p><b>Withiel Emergency Plan:-</b> Councillor M. Davies reported there had been one response from Nigel Liddicoat. Chair reported she had contacted the local Doctor and was waiting for a response for information to be included in the Emergency Plan. Councillor S. Coy suggested contact the local police via Cornwall Councillor Mrs. J. Cruse for relevant information and contact numbers, he would follow up and see what information he could find out <b>Action:</b> Councillor S. Coy.</p>	<p><b>Cllr. S. Coy</b></p>
228/21	<p><b>Parish Councillor Training Requirements:-</b> Clerk reported there has been some planning training from Cornwall Council arrive by email for the end of the month. Clerk to remind Councillors nearer the end of the month <b>Action:</b> Clerk.</p>	<p><b>Clerk</b></p>

229/21	<p><b>Updated Policies to be reviewed and adopted by the Parish Council (a) Statement of Internal Control; (b) Risk Management Policy; (c) Financial Regulations; (d) Final Fixed Asset Register 2021-2022; (e) Delegated Powers – List of Regular Payments for the year; (f) Copy of Segregation of Duties Matrix:-</b> It was resolved to approve the documents as circulated (Proposed: Councillor S. Coy; Seconded: Councillor M. Davies) All in Favour  <b>Action:</b> Clerk.</p>	Clerk
230/21	<p><b>Correspondence – Clerk listed correspondence and actions required:-</b></p> <ol style="list-style-type: none"> <li>1. Cornwall Council – Town &amp; Parish Council Newsletter – 8<sup>th</sup> October; 22<sup>nd</sup> October 2021</li> <li>2. Cornwall Council – Surgery Posters</li> <li>3. CALC – The Queen’s Platinum Jubilee Beacons</li> <li>4. Great Western Railway – Re-opening date for Dartmoor Line announced</li> <li>5. CALC – Online Planning Training plus Minutes and Agendas</li> <li>6. Cornwall Council – Free Parking in Cornwall Council Car Parks on Saturday the 4<sup>th</sup> December 2021</li> <li>7. CALC – Points of Light 2021 NALC Publication</li> <li>8. Bodmin Police Station – October Newsletter</li> <li>9. Office of the Police &amp; Crime Commissioner – Advice for callers who accidentally dial 999</li> <li>10. Cornwall Council – Cornwall Transport Plan – Consultation Live</li> <li>11. Office of the Police &amp; Crime Commissioner – Devon and Cornwall Police Youth Advisory Group Online Survey</li> <li>12. Cornwall Area of Outstanding Natural Beauty – Interpretation Survey</li> <li>13. Cornwall Council – Development in the River Camel Catchment Area Update</li> <li>14. West of England Combined Authority – Rural Community Energy Fund – Funding Available</li> <li>15. Office of the Police &amp; Crime Commissioner – Bid for Funding to improve your neighbourhood</li> <li>16. Great Western Railway – Upcoming Rail Improvement works in your area</li> <li>17. Clean Cornwall – Let’s talk Rubbish – Community Survey</li> <li>18. Cornwall Council – Bodmin Community Network Meeting – Wednesday 1<sup>st</sup> December 2021 5.00pm-6.30pm on Microsoft Teams</li> <li>19. Office of the Police &amp; Crime Commissioner – Operation Snap</li> <li>20. Mr. &amp; Mrs. Gardiner &amp; Mr. &amp; Mrs. Boshier – Treasury Select Committee Chairman/ Cornwall Parishes</li> <li>21. Cornwall Council – Planning News for Local Councils and Agents – October 2021</li> <li>22. Office of the Police &amp; Crime Commissioner – Commissioner on BBC Radio</li> <li>23. Cornwall Council – Planning Training for Local Councils – 30<sup>th</sup> November 2021</li> </ol>	
231/21	<p><b>Any Urgent Matters the Chair considers relevant for this meeting:-</b> Chair made a general comment and noted that debate is something we all do as a team and emails to individuals that are heated or critical is totally wrong. If there is a need to send an email to send to all Councillors in future to work as a team. It was agreed to draw a line and move on from any emails that may have been sent. We need to be sure of tone we use on emails going forward. Councillor M. Davies advised we should have debate and this is good to ensure we are all on the same side and work as a team.</p>	

<b>232/21</b>	<b>Date of next Meeting and Meetings for 2020:-</b> Next meeting to be held on Wednesday 1 <sup>st</sup> December 2021 at 7.00pm in the Withiel Village Hall, with first meeting of the New Year to be held on Wednesday 5 <sup>th</sup> January 2022. There being no further business to discuss the meeting closed at 8.45pm	
---------------	---	--

Signature: .....  
Chair

Date: 5<sup>th</sup> January 2022