

# WITHIEL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 2<sup>ND</sup> NOVEMBER 2022 AT 7.00PM

Present	Cllr. Ms. J. Shearer (Chair) Cllr. Ms. A. Lake Cllr. E. Piper	Mrs. J. Burdon (Parish Clerk) Cllr. R. Wilson 6 Members of Public	Cllr. M. Davies (Vice-Chairman) Cllr. S. Coy Cwll. Cllr. Mrs. J. Cruse
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Minute	AGENDA ITEMS	Action
219/22	<b>Apologies:-</b> Councillor Mrs. W. Symons	
220/22	<b>Co-option of Parish Councillor and Signing of Declaration of Acceptance of Office:-</b> Chair welcomed Mr. Edward Piper to the meeting and to his new role as Parish Councillor. Mr. Edward Piper duly signed his Declaration of Acceptance of Office <b>Action:</b> Clerk to inform Cornwall Council.	<b>Clerk</b>
221/22	<b>Public Forum (Members of the public are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. The designated time will be 15 minutes and no longer than 5 minutes per person, the time may be extended at the discretion of the Chair):-</b> Member of public wanted to know who wrote the minutes as she queried the comment about a site meeting. The other comments are missing information. Cornwall Councillor Mrs. J. Cruse was concerned about how she had been speaking to the Chair before the meeting commenced. The Parish Council do not make the final decisions on any planning applications. Councillor M. Davies clarified on minutes taken. The reason the member of public got upset was because she felt the Parish Council were favouring someone on the Parish Council. Vice-Chairman thanked her for attending and expressing her opinion. She would like to hear what she said on the recording. Cornwall Councillor Mrs. J. Cruse was concerned about how she had been speaking to the Chair before the meeting commenced and pointed out that some of her remarks were unacceptable.  Member of the public raised the signage and HGV issues through Withiel. Chair reported this will be discussed under Highways matters this evening. He stated his main concerns is the length of time this has taken; it has taken 13-14 months and has now finally gone out to consultation. Cornwall Councillor Mrs. J. Cruse reported Cornwall Council do not like temporary signage and she apologised for the delay, she has put it to the top of the list, unfortunately a feasibility study has to be carried out first as part of the process. Chair reported it is hoped the feasibility study should be completed by December, which will then allow the Parish Council to review scheme options that could be taken forward from the study. Member of the public reported the corner wall by the Church has been hit 2-3 times, he wanted to know what is happening. Councillor S. Coy reported that Cormac said they need to claim from the insurance. Two members of the public left the meeting at 7.22pm.	
222/22	<b>Monthly Cornwall Councillor Report:-</b> Cornwall Councillor Mrs. J. Cruse reported as follows:- <ul style="list-style-type: none"> <li>I have chased the signs regarding the lorry parking at Lower Bryne but as yet not received any confirmation of when they will be actioned.</li> <li>I have received notice of an appeal on PA22/02666 Kerris Vale, Inches.</li> </ul>	

	<p>Hearing date to be confirmed later.</p> <ul style="list-style-type: none"> <li>• Apparently Bodmin is one of the safest road accident areas in Cornwall.</li> <li>• Mayor Update – Councillor R. Wilson had some questions he wanted to ask, which she answered. The whole reason behind this is to give more money and devolved power to Cornwall Council, however, it is not known if this would happen, and we do not have all the information. There will be an online consultation coming out shortly and the Parish Council and members of the public will then be able to have their say.</li> </ul> <p>Chair thanked Cornwall Councillor Mrs. J. Cruse for her report this evening.</p>	
223/22	<b>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:-</b> None.	
224/22	<b>Confirmation of Minutes from the Meeting held on the 5<sup>th</sup> October 2022:-</b> Resolved to approve the Minutes of the Meeting held on the 5 <sup>th</sup> October 2022 as circulated were confirmed as a true and accurate record and duly signed by the Chair (Proposed: Councillor M. Davies; Seconded: Councillor R. Wilson)	
225/22	<p><b>Matters Arising from the Minutes of the Meeting held on the 5<sup>th</sup> October 2022:-</b></p> <p><b>Page 1 Min.199/22 Shared Prosperity Fund:-</b> Clerk reported this was removed from the agenda as Councillor Mrs. W. Symons advised she had spoken with Stephen Horrocks and also Scott Mann's office regarding a proposal for this funding. She has put in a bid for the Withiel Village Hall/Toddler Group/Learning about, and Growing Vegetables. She has had confirmation of the bid and is currently waiting for a decision on whether it is approved.</p> <p><b>Page 2 Min.183/22 Solar Funding:-</b> Response received advising they are in discussions with their Finance Team regarding the lump sum payment. It may be that they need to wait to their next board meeting to get approved and this will be the second week of November. They would ask the Finance Team to do the inflation adjustment as well, hopefully at that point we can agree on a figure. They did ask for any pictures or leaflets regarding projects which have been funded so far, however this would not impact the upcoming payment, they would just like to hear about what is being done with the community funding <b>Action:</b> Clerk to liaise with Councillor S. Coy.</p> <p><b>Page 4 Min.207/22 Precept 2023:-</b> Clerk reported this will be included on the next agenda with an updated balance, along with an annual Reserves Policy <b>Action:</b> Clerk.</p>	<p>Clerk</p> <p>Clerk</p>
226/22	<p><b>Highway Issues in the Parish:-</b> Chair reported earlier under Public Forum on the Feasibility Study.</p> <p>Councillor M. Davies reported following his walk around the village with Cormac they expressed concerns about an electric pole tie on the Church wall on the corner.</p> <p>Councillor R. Wilson asked if we would have a public consultation in the hall when the feasibility study has been finalised. Councillors believe the public consultation will be managed by Cornwall Council and not the Parish Council.</p>	
226/22	<b>Footpath Issues in the Parish:-</b> Chair reported there are continued problems on the footpath between Pleasant Streams and Gwynnemoor. Landowners are at a loss to understand why signage is being deliberately damaged, she has, therefore, written again to Chris Monk to inform him.	

	Clerk had advised it is not the Parish Council's responsibility to police the footpaths as we only deal with maintenance. Chair suggested if anyone knows anything to pass information on.																
227/22	<p><b>Annual Documentation to be reviewed – (a) Delegated Powers – List of Regular Payments for the Year; (b) Final Fixed Asset Register for 2022/2023; (c) Financial Regulations:-</b> Chair suggested the list of Regular Payments may need to change to include a grasscutting fee for the Churchyard, Councillor S. Coy explained the situation with regards to grasscutting advising it could cost around £500.00 per year, which would be best made payable to the Church as a Section 137 grant. Cornwall Councillor Mrs. J. Cruse suggested using the Young Offenders Group <b>Action:</b> Councillor S. Coy to follow up. Financial Regulations were adopted and the Fixed Asset Register with the addition of a date of 1970 for the Bus Shelter (Proposed: Councillor R. Wilson; Seconded: Councillor Ms. J. Shearer) (1 abstention) <b>Action:</b> Clerk to take forward List of Regular Payments to next agenda and update website accordingly.</p> <p>Final document to update – Reserves Policy to be discussed when setting the precept next month, this is a new document recommended by the Internal Auditor <b>Action:</b> Clerk.</p>	<p><b>Cllr. S. Coy</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>															
228/22	<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><u>Planning Applications Received:-</u></b></p> <p><b>PA22/08310 – Ms. Heather Clayton</b> – Application for the erection of agricultural buildings and new access onto the highway, Land Southeast of Inches Cross, Withiel Road, Retire Common, Roche – <b>Parish Council to go with the Planning Officer's recommendations due to insufficient information and some discrepancy in the plans compared to what appears to be present at this current time</b> (Proposed: Councillor R. Wilson; Seconded: Councillor S. Coy)</p> <p><b><u>Planning Results Received:-</u></b> None received.</p> <p><b><u>Planning Results Received:-</u></b> Cornwall Council – Appeal – PA22/02666 – Mr. Phillip Vincent – Removal of Condition 5 relating to agricultural occupancy on application 6/87/0720/OOP granted 6<sup>th</sup> July 1987, Kerris Vale, Kerriers Road, Inches, Bodmin.</p>	<b>Clerk</b>															
229/22	<p><b>Monthly Accounts for Approval for November, including monthly bank reconciliation and budget monitoring and any other Financial Matters (Including purchase of Poppy Wreaths):-</b> It was proposed that the Council approve and accept the accounts for payments for November 2022 as circulated on schedule, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor S. Coy; Seconded: Councillor M. Davies)</p> <table border="1"> <tr> <td>HSBC – Bank Charges</td> <td>£8.00</td> <td>September 2022</td> </tr> <tr> <td>Salaries and Expenses</td> <td>£230.26</td> <td>November 2022</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£52.20</td> <td>November 2022</td> </tr> <tr> <td>Mr. S. Coy</td> <td>£35.00</td> <td>Remembrance Wreaths</td> </tr> <tr> <td>Max Simpson</td> <td>£730.00</td> <td>Extra Footpath Works</td> </tr> </table>	HSBC – Bank Charges	£8.00	September 2022	Salaries and Expenses	£230.26	November 2022	HMRC – Income Tax	£52.20	November 2022	Mr. S. Coy	£35.00	Remembrance Wreaths	Max Simpson	£730.00	Extra Footpath Works	<b>Clerk</b>
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	<b>Receipt:</b> Cornwall Council - Pending	£730.00	Extra Footpath Works	
230/22	<b>Bodmin Community Network Meeting:-</b> Chair reported there was no extraordinary meeting called at this stage to discuss the new boundaries.			
231/22	<b>Climate Action Group Meeting:-</b> Councillor Ms. A. Lake reported there is no requirements for a second climate action group. There is already a mandate to consider all of these issues in place.			
232/22	<b>Neighbourhood Watch Scheme:-</b> Chair reported she had spoken with Anna Hoyle and mentioned that Councillor E. Piper expressed a possible interest on this scheme. Councillor E. Piper said he would like to discuss with Anna Hoyle further and follow up as necessary. Chair reported we want someone who is a point of contact, possibly a Councillor. She would put him in touch with Anna Hoyle to follow up. Councillor R. Wilson reported he had some signs available, if there is someone who can take responsibility. He would be happy to pass on the signage and offer any information he has. Chair suggested Sarah Simms of Cornwall Council is also a good contact for information.			
234/22	<b>Withiel Emergency Plan:-</b> Councillor M. Davies reported this is still a working progress.			
235/22	<b>Landscape Character Assessment Consultation:-</b> Ms. J. Shearer, Ms. A. Lake and R. Wilson attended the Landscape Character Assessment consultation. The event was aimed at gaining input into the upcoming document reviewing how landscapes are categorised and viewed in Cornwall. Councillors contributed input for Withiel regarding features of value and forces for change. This input will help inform the final document which will be one of the underpinning frameworks for planning decisions, Neighbourhood Development Plans, local plans etc. Chair reported they made comments about what was perceived as important and valuable natural/historical/beautiful features of our area.			
236/22	<b>Parish Councillor Training Requirements:-</b> Councillor R. Wilson reported his postponed Code of Conduct will be held later this month and he will report at the next meeting.			
237/22	<b>Newsletter Report Update and arrangements:-</b> Councillor Ms. A. Lake to compile report, to be submitted to all Councillors and Clerk for approval and confirmation before submitting <b>Action:</b> Councillor Ms. A. Lake.			<b>Cllr. Ms. A. Lake</b>
	<b>Action:</b> Next month's issue will be compiled by Councillor R. Wilson.			<b>Cllr. R. Wilson</b>
238/22	<b>Correspondence – Clerk listed correspondence and actions required:-</b>			
	<ol style="list-style-type: none"> <li>1. CALC - Star Council Awards 2022</li> <li>2. Forest for Cornwall – Autumn 2022 Newsletter</li> <li>3. CALC – Essentials of being a Good Employer Training</li> <li>4. Cornwall Council – Town &amp; Parish Council Newsletter – 7<sup>th</sup> October 2022</li> <li>5. CALC - Chief Executives Bulletin</li> <li>6. NALC - Events</li> <li>7. Cornwall Council – Planning Training for Local Councils – Thursday 17<sup>th</sup> November 2022 via Microsoft Teams</li> <li>8. Cornwall Council – Bodmin Community Network Meeting – 19<sup>th</sup> October 2022</li> <li>9. Bodmin Police Station – October 2022 Newsletter</li> <li>10. Vision Zero – Road Safety e-briefing</li> <li>11. Office of the Police &amp; Crime Commissioner – Road Safety Seminar – Wednesday 7<sup>th</sup> December 2022, The Barnstaple Hotel, North Devon</li> <li>12. Cornwall Council – Wadebridge Meet the Leader Event – 7<sup>th</sup> November 2022</li> <li>13. Cornwall Council – Good Growth Website Update</li> </ol>			

	<p>14. NALC – New Report on 2022 local elections</p> <p>15. Cornwall Environmental Consultants Ltd – Consultation – Cornwall Landscape Character Assessment</p> <p>16. Great Western Railway – Strike Dates</p> <p>17. Cornwall</p> <p>18. NALC - Newsletter</p>	
239/22	<b>Any Urgent Matters the Chair considers relevant for this meeting:-</b> None.	
240/22	<p><b>Date of Final Meeting for 2022 (Including Discussion on 2023 Meetings):-</b> Next meeting to be held on Wednesday 7<sup>th</sup> December 2022 at 7.00pm in the Withiel Village Hall.</p> <p><b>Meetings for 2023:-</b> Resolved to wait until nearer the August meeting to agree whether to hold a meeting that month. Councillor Ms. A. Lake suggested if the Clerk needs time off a Councillor can take minutes <b>Action:</b> Clerk/Councillors.</p> <p>There being no further business to discuss the meeting closed at 8.28pm</p>	<b>Clerk/ Cllrs.</b>

Signature: .....

Chair

Date: 7<sup>th</sup> December 2022