

WITHIEL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 6TH DECEMBER 2023 AT 7.00PM

Present	Cllr. M. Davies (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. S. Coy
	Cllr. R. Wilson	Cllr. E. Piper	Cllr. Ms. A. Lake
	Cwll. Cllr. Mrs. J. Cruse	3 Members of Public	Cllr. Mrs. W. Symons

Minute	AGENDA ITEMS	Action
212/23	Apologies:- Councillor Ms. J. Shearer.	
213/23	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):- Three members of public in attendance. Janine Banks from Stage Planning along with two other members of public. They wanted to talk about the planning application for Higher Brynn Farm that is on the agenda this evening. She explained what happens on the site with products. The composting process is carried out to the north of the site. Throughput to the site will not increase. They believe processing inside the building will be highly beneficial, there is CCTV and security patrol. The building will be open fronted and wide span. Councillor Ms. A. Lake queried why it was beneficial to be inside. It was noted better noise control and products dry and make it more efficient, being a one-way process going through. It was noted the same operating hours would remain in place with no changes. Chairman asked if there were other mitigating circumstances to help with noise concerns.	
214/23	Monthly Cornwall Councillor Report:- Cornwall Councillor Mrs. J. Cruse reported as follows:- <ul style="list-style-type: none"> I received an apology from the Cormac Officers regarding the complete surprise we had regarding the consultation on the Withiel Transport Scheme. Putting a few notices around the area and not informing the Ward Member and Parish Council was unacceptable. Such action does not in any way inspire confidence that this matter is in efficient hands. The building works at Lewellen Lane have been deemed as lawful as the works are to repair and replace the existing fabric and create a new roof for the property. The heavy rainfall created a lot of flooding in the area, and just a reminder to call 0300 2345 222 and report any flooding emergency. Lesser matters to be reported through the 'report it' system. I have spent quite some time this month visiting the new housing at Treveth and Coastline and the supported housing at St. Annes Close in Dunmere. Cabinet passed a new Supported and Specialist Housing Strategy which aims to provide housing for our vulnerable residents who need constant care. A new housing application has come forward from Wain homes for 58 open market houses at Panderosa which is in the St. Lawrence area. Reference is PA23/07573. This is being discussed tonight in Bodmin. 	

	<ul style="list-style-type: none"> Lovely to see all the villages lit up with Christmas lights, I also attended the turning on of Bodmin lights, it was a very well attended and pleasant evening, with lots of families enjoying themselves. It was good to see Bodmin full and vibrant. This is an aspiration for the Town Team and one day we hope Bodmin will be once again a lively vibrant town. <p>Chairman thanked Cornwall Councillor Mrs. J. Cruse for her report and for attending our meeting this evening. There were no questions from the Councillors present on this report.</p>	
215/23	Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- None.	
216/23	Confirmation of Minutes from the Monthly Meeting held on the 1st November 2023:- Resolved to approve the Minutes of the Monthly Parish Meeting and Closed Meeting Minutes held on the 1 st November 2023 as circulated were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor Ms. A. Lake; Seconded: Councillor R. Wilson)	
217/23	Matters Arising from the Monthly Parish Minutes of the Meeting held on the 1st November 2023:- None.	
218/23	<p>Highway Issues in the Parish:- Chairman advised he reported flooding in the parish with a quick response from Cornwall Council and it appears it was just them putting a sign up which appears to being knocked down. The reporting is a good idea but often nothing is being done, as this has happened previously with potholes he has logged. It was suggested this could be classed as an emergency, rather than just logging online Action: Cornwall Councillor Mrs. J. Cruse to report as she drove through this tonight. She advised she would also be happy to follow up on other issues and arrange a site meeting with the Highways Steward in the area.</p> <p>Withiel & Withielgoose TRO Consultation:- Chairman reported circulated copies of document noting a response was required by the 22nd December 2023. Resolved to support the proposals (Proposed: Councillor S. Coy; Seconded: Councillor Ms. A. Lake) Action: Clerk.</p> <p>Councillor E. Piper reported on visibility at crossroads leading into Withiel, noting the Council has contacted the landowners advising they have to sort out the hedging and it was noted the land was compulsory purchased by the Council Action: Councillor E. Piper to email with landowner details and screen shots of the problem Cornwall Councillor Mrs. J. Cruse to follow up.</p>	<p>Cwll. Cllr. Mrs. J. Cruse</p> <p>Clerk</p> <p>Cllr. E. Piper/ Cwll. Cllr. Mrs. J. Cruse</p>
219/23	Footpath Issues in the Parish:- Letter from Cornwall Council advising of footpath Local Maintenance Funding for 2024-2025 in the sum of £398.75.	
220/23	<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>PA23/03571 – Mrs. F. Richards, Green Waste Company – Proposed processing and storage building and all associated works on approved site, Higher Brynn Farm, Roche – Support (Proposed: Councillor S. Coy; Seconded: Councillor E. Piper)</p> <p>Three members of the public left the meeting at 7.53pm.</p>	Clerk

	<p>PA23/08612 – Mr. & Mrs. T. Mills – Proposal Formation of an annexe to replace the existing garage, Tremerrick, Tremore Valley, Bodmin - Object due to inaccuracies as the application is inconsistent <i>Firstly – in their supporting statement point 3.3 states “There is no Neighbourhood Development Plan for the area.” Secondly - the application states that there will be no gain in residential units, however, they are creating living accommodation for 2 people. This will create more sewage which will need to be managed. The plan is to connect this to an existing package treatment plant; however, this was established for the current residence and as such may not be big enough to deal with the extra sewage created. Further to this we have noted that in the supporting documentation they do not define what will happen to the residence once it is no longer occupied by the parents. Point 3.20 states “the annex can be used as ancillary accommodation to the principle dwelling when its function as an elderly person’s annex is no longer needed.” This should state ‘...will be used...’ else it contravenes the annex guidance as does point 3.57 which states “The annexe could be readily used as ancillary accommodation for family and friends of the applicant or as homeworking, hobby space, domestic storage space when there is no longer a need for the annexe.” Again, this should state “... will be readily used...” else it leaves this building available to be used as either let or holiday accommodation in the future which is not acceptable. This should be addressed in the conditions laid down by Cornwall Council as detailed in their Annex Guidance Note version 4th May 2020 which has been heavily referenced by the architect in the application. In balance the Parish Council would favour accepting this application if the inaccuracies were address and a condition placed on the future use of the building (Proposed: Councillor Ms. A. Lake; Seconded: Councillor S. Coy) (1 abstention)</i></p> <p>Planning Results:- PA23/07292 – Mrs. Wendy Allen – New access to agricultural land, Land South West of Retire, Bodmin – Approved PA23/07450 – Mr. Hancock – Proposed utility shed, New Bungalow,, Swindon Villa, Inches, Bodmin - Approved</p>	Clerk																		
221/23	<p>Monthly Accounts for December 2023, including monthly bank reconciliation and budget monitoring and any other Financial Matters:- It was proposed that the Council approve and accept the accounts for December 2023 as circulated on schedule, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor S. Coy; Seconded: Councillor E. Piper)</p> <table border="1" data-bbox="204 1630 1356 1861"> <tr> <td>HSBC – Bank Charges</td> <td>£8.00</td> <td>November 2023</td> </tr> <tr> <td>Max Simpson – Final Cut</td> <td>£365.00</td> <td>Footpath Trimming</td> </tr> <tr> <td>Salaries and Expenses</td> <td>£509.96</td> <td>December 2023</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£121.00</td> <td>December 2023</td> </tr> <tr> <td>Mr. S. Coy</td> <td>£35.00</td> <td>Remembrance Wreaths</td> </tr> <tr> <td>Cornwall Council</td> <td>£70.00</td> <td>7 x Cornwall Local Plan</td> </tr> </table>	HSBC – Bank Charges	£8.00	November 2023	Max Simpson – Final Cut	£365.00	Footpath Trimming	Salaries and Expenses	£509.96	December 2023	HMRC – Income Tax	£121.00	December 2023	Mr. S. Coy	£35.00	Remembrance Wreaths	Cornwall Council	£70.00	7 x Cornwall Local Plan	Clerk
HSBC – Bank Charges	£8.00	November 2023																		
Max Simpson – Final Cut	£365.00	Footpath Trimming																		
Salaries and Expenses	£509.96	December 2023																		
HMRC – Income Tax	£121.00	December 2023																		
Mr. S. Coy	£35.00	Remembrance Wreaths																		
Cornwall Council	£70.00	7 x Cornwall Local Plan																		
222/23	<p>Approval of Budget/Setting of Precept for the next Financial Year (2024-2025) including Policy for Reserves to be confirmed and adopted:- Resolved to approve the budget and set the precept at £8,000.00 (which is £53.42 per year for a Band D household) (Proposed: Councillor S. Coy; Seconded: Councillor Mrs. W. Symons) Action: Clerk.</p>	Clerk																		

	<p>Reserves Policy adopted as set out on the precept budget sheet as General Reserve of £3,000.00 and Election Reserve of £1,000.00 (Proposed: Councillor S. Coy; Seconded: Councillor Mrs. W. Symons)</p> <p>Voltaire Funds – These are now in a separate bank account and should be kept quite separate from our general account. However, they do allow us to accept lower reserves as they can be considered as a lender of last resort.</p> <p>Cornwall Councillor Mrs. J. Cruse left the meeting at 8.05pm.</p>	
223/23	<p>Voltaire Solar Funding and how to deal with applications and advertising:- Chairman reported the document produced by Councillor Ms. A. Lake had been circulated. Councillor Ms. A. Lake advised the application form still had to be produced.</p> <p>Councillor S. Coy reported rules could vary to the cycle if required for emergencies. Applications to be once a year, perhaps to be sent out by February each year to be back in by March, for review in the April so grants are given for the new financial year.</p> <p>Agreed to put more information in the document, judging applications on merit, with an intervention rate of 25%, matched funding could be in kind.</p> <p>Action: Clerk to establish remaining balance on existing solar funding held with Cornwall Council.</p>	Clerk
224/23	<p>Camel Valley Community Area Partnership:- Councillor Ms. J. Shearer sent a report as follows - As our CAP representative, I have now been asked to comment on one or two EOIs for funds from the CLUP fund at very short notice and I raised concerns about the time frame as it does not allow for consulting with other members of the Parish Council. I received the following emails as a result. In the end these are Expressions of Interest and the whole CAP group will be asked to vote on the actual allocation of the funds. The comments help to decide whether an application should go forward.</p>	
225/23	<p>Climate Change and the Environment:- No update.</p>	
226/23	<p>Neighbourhood Watch Scheme:- Councillor E. Piper passed a document entitled Bodmin & Wadebridge Neighbourhood Policing Team to the Clerk and requested whether this could be included on Facebook and noticeboard Action: Clerk to include on Facebook and pass to Councillors for noticeboard.</p>	Clerk/ Cllrs.
227/23	<p>Withiel Community Emergency Plan:- No update.</p>	
228/23	<p>Parish Councillor Training Requirements:- Clerk reported she had circulated the slide show sent by Councillor R. Wilson for the Electric Vehicle Infrastructure Strategy Stakeholder Event he attended.</p>	
229/23	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. NALC – Chief Executive’s Bulletin 2. Cornwall Community Land Trust – November News 3. Cornwall Council – Affordable Housing Newsletter – November 2023 4. Cornwall Council – Town & Parish Council Newsletter – 3rd November 2023 5. Office of the Police & Crime Commissioner – Councillor Advocate email address 6. Cornwall Council – Precept 2024/2025 documentation 	

7. Rural Services Network – The Rural Bulletin – 7th November, 14th November, 21st November, 28th November, 5th December
8. NALC – Events
9. CALC – 2023 Local Government Services Pay Agreement
10. Ocean Housing Newsletter
11. CALC – Access to Cornwall Council online learning hub
12. NALC – Newsletter
13. CALC – NALC Free Introduction to the Local Council Award Scheme: LCAS
14. Great Western Railway – Update on Rail Dispute
15. Department of Health & Social Care - £1million Defibrillator Fund Now open
16. Alan Percy – Street Cleaning for small parishes in Cornwall
17. Great Western Railway – Update on Network Rail re-signalling works
18. Office of the Police & Crime Commissioner – Invitation to Councillor Advocate Seminar on 21st November 2023
19. CALC – Martyn’s Law briefing
20. Great Western Railway - Train drivers strike announced for 7th December 2023
21. CALC – Appraisal Training on Tuesday 28th November 2023 at 6.30-8.00pm
22. Great Western Railway – Invitation to Virtual Meeting with MD Mark Hopwood on Tuesday 28th November 2023 from 16.45-1800pm
23. Cornwall Rural Community Council – Clean Cornwall Newsletter Issue 7
24. Great Western Railway – No services to London Paddington Sunday 26th November or 24th to 27th December 2023
25. Cornwall Council – Have your say on the future of electric vehicle charging in Cornwall
26. Vision Zero South West – Make the Vision Zero Road Safety Pledge
27. CALC – New Steve Parkinson Course Dates for 2024
28. Cornwall National Landscape – Welcome
29. Cornwall Council - Camel Valley Community Area Partnership Meeting - Monday 8th January, 18:30pm-20:30pm, Wadebridge Town Hall, The Platt, Wadebridge
30. Cornwall Council – Food Waste, Recycling and Rubbish Collections Changes Poster
31. Office of the Police & Crime Commissioner – Commissioner’s Policing Priorities Survey – Share with communities
32. CALC – Spring 2024 Training Course Dates
33. Seven Concerned Citizens – Notification of Major Threat to the Region
34. Wadebridge Renewable Energy Network (WREN) Limited – St. Breock Fund
35. Cornwall Council – 2024 Off-Street Parking Order
36. Great Western Railway – Strike Update – 3rd and 7th December 2023
37. Cornwall Council - Town & Parish Council Newsletter – 30th November 2023
38. Bodmin Police Station – December 2023 Bodmin/Wadebridge Neighbourhood Police Team Newsletter
39. NALC – Star Council Awards 2023 Winner
40. Cornwall Council – North Cornwall Lanes for all CCF Application for CAP comment – Response by 12th December 2023
41. Cornwall Council – Local Government Finance Policy Statement 2024-2025
42. Rural Services Network – Rural Funding Digest – December 2023 Edition

230/23

Any Urgent Matters the Chair considers relevant for this meeting:- None.

231/23	Date of next Meeting:- Next meeting would be held on Wednesday 3 rd January 2024 at 7.00pm in the Withiel Village Hall Committee Meeting Room. All other Meetings confirmed as the Wednesday 7 th February, 6 th March, 3 rd April, 1 st May, 5 th June, 3 rd July, 7 th August, 4 th September, 2 nd October, 6 th November and 4 th December 2024. There being no further business to discuss the meeting closed at 8.34pm.	
---------------	--	--

Signature:
Chair

Date: 3rd January 2024