

WITHIEL PARISH COUNCIL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 3RD JULY 2024 AT 7.00PM

Present Cllr. M. Davies (Chairman)
Cllr. Ms. A. Lake
Cllr. Mrs. W. Symons
2 Members of Public

Mrs. J. Burdon (Parish Clerk)
Cllr. E. Piper
Cllr. S. Coy

Cllr. Ms. J. Shearer (Vice-Chair)
Cllr. R. Wilson
Cwll. Cllr. Mrs. J. Cruse

Minute	AGENDA ITEMS	Action
138/24	Apologies:- None.	
139/24	<p>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):- Two members of public in attendance. Member of public attendance regarding the hedge at Withiel crossroads which it is understood was the subject of a compulsory purchase order 40 years ago by Cornwall Council. Cornwall Council therefore, allegedly owns this land and put up a fence which, it is felt by the former landowner, they should be maintaining. Chair says that it is his understanding that anything beyond a metre from the road is the landowner's responsibility, therefore, the assumption is it is owned by the landowner, who is arguing that Cornwall Council is the landowner and should address the current maintenance issue Cornwall Councillor Mrs. J. Cruse advised she was informed that Cornwall Council do not own the hedge Action: Chair to liaise with member of public and pass on relevant information Action: Cornwall Councillor Mrs. J. Cruse to follow up.</p>	<p>Chair/ Cwll. Cllr. Mrs. J. Cruse</p>
140/24	<p>Members Declaration of Interest in items raised on the Agenda/Requests for Dispensation:- Chair reported following telephone conversations with CALC in respect of declarations of interested and paperwork had been circulated today to all Councillors. Chair advised that if a dispensation was completed and come with a bias, you should declare an interest and not vote. Councillor M. Davies declared a pecuniary interest in respect of the payment for the Graveyard Grass cutting.</p> <p>Councillor R. Wilson completed a Dispensation Request form to take part in the discussion on the payment for the Graveyard Grass cutting and also participating in grass cutting maintenance. It was resolved that Councillor R. Wilson should declare a non-registerable interest due to carrying out volunteer grass cutting in the grave yard, a statement was passed over and there would be no vote on dispensation and he would leave the room as per Chair.</p> <p>Councillor S. Coy completed a Dispensation Request form to take part in the discussion on the payment for the Graveyard Grass cutting. Councillors resolved Councillor S. Coy should participate, make a statement if necessary and vote</p>	

	<p>(Three Councillors in favour). Councillor Ms. J. Shearer completed a Dispensation Request form to take part in the discussion on the payment for the Graveyard Grass cutting. Councillors resolved Councillor Ms. J. Shearer should participate, make a statement if necessary and vote (Three Councillors in favour).</p> <p>Councillors Ms. J. Shearer and R. Wilson declared a non-registerable interest under Paragraph 3.5A as she is a member of the Camel Valley CAP.</p> <p>Councillor E. Piper declared a non-registerable interest in respect of PA24/03610.</p>	
141/24	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor Mrs. J. Cruse reported as follows:-</p> <ul style="list-style-type: none"> • There is not much local news to impart other than the huge success of getting a telegraph pole removed from the pavement in Lanivet after the Councils' inability to do that for 3 years. I have the right phone number and email if such a thing is needed in Withiel anytime. • I recall we cleared up the ownership of the crossroads and the clearing of that hedge will be down to the landowner. I enjoyed a peaceful afternoon on Sunday at the Withiel Charity Cricket match, and good to chat to some Parish Councillors. • Clearly Councillors have all been out canvassing and I have visited all my areas. I have mostly had a pleasant experience, but unfortunately there have been a few aggressive moments in Bodmin and I had the 'cultural wars' quoted to me which I had no idea about at all, but it is indeed a very disturbing trend. <p>Chair thanked Cornwall Councillor Mrs. J. Cruse for her report and attending the meeting this evening.</p>	
142/24	<p>Confirmation of Minutes of the Monthly Meeting held on the 5th June 2024:- Resolved to approve the Minutes of the Monthly Meeting held on the 5th June 2024 as circulated which were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor S. Coy; Seconded: Councillor E. Piper)</p>	
143/24	<p>Matters Arising from the Monthly and Annual Parish Meetings held on the 5th June 2024:-</p> <p>Page 1 Min.118/24 Highway Issues in the Parish:- Cornwall Councillor Mrs. J. Cruse reported to the Clerk the Withiel lorry restriction scheme is still coming forward, we should get the confirmation of the dates to be installed soon.</p> <p>Page 3 Min.98/24 Ownership of land at Withiel Crossroads:- Cornwall Councillor Mrs. J. Cruse reported to the Clerk the matter regarding the ownership of land at the cross roads has been investigated and apparently Cornwall Council owns up to a metre from the verge and thereafter it is the landowners land. So, the fence is the responsibility of the land owner. This was discussed earlier under Cornwall Council report to follow up.</p>	
144/24	<p>Highway Issues in the Parish:- None.</p>	
145/24	<p>Footpath Issues in the Parish:- Councillor Ms. J. Shearer reported on the signs for footpath that crosses Councillor E. Piper's land. Email to be forwarded on to Councillor Ms. J. Shearer Action: Cornwall Councillor Mrs. J. Cruse.</p>	<p>Cwll. Cllr. Mrs. J. Cruse</p>

	<p>Councillor Ms. J. Shearer reported that Mark Jewell of Cormac is dealing with the style at Bosneives.</p> <p>Councillor R. Wilson reported following conversations with residents at Retire it was raised that a footpath has a lump of iron stuck in it which probably needs reporting, he will report with Councillor Ms. J. Shearer to follow up Action: Councillors R. Wilson/Ms. J. Shearer.</p>	<p>Cllrs. R. Wilson/ Ms. J. Shearer</p>															
<p>146/24</p>	<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>PA24/02671 – Mr. Tim Perring – Erection of a single storey rear extension and detached single storey carport, Wood House Barn, Withiel – Support (Proposed: Councillor E. Piper: Seconded: Councillor Ms. A. Lake) (1 abstention)</p> <p>Councillor E. Piper declared a non-registerable interest in respect of the following planning matter, it was noted there would be no discussion as for information only:-</p> <p>PA24/03610 – Mr. D. Harris – Application to determine if prior approval is required for a proposed: Change of use of Agricultural buildings to dwellinghouses (Use Class C3), Barn at Withielgoose, Pooleys Hill, Withiel – Confirmation received from Cornwall Council Planning advising this is an application for prior approval, so Parish and Town Council’s are not consulted on this type of application.</p> <p>Planning Results:- None received.</p> <p>Chair suspended Standing Orders to query whether applicants for PA24/02456 had received relevant information in respect of concerns, this apparently had been advised and could be addressed. Standing Orders were re-instated to discuss to respond with our comments as follows:-</p> <p>Planning Correspondence:- Cornwall Council – 5 day protocol – PA24/02456 Land North West of Penosivvi, Withiel. Resolved to respond advising option 1 to go with the Planning Officers recommendations (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor S. Coy) Action: Clerk.</p>	<p>Clerk</p> <p>Clerk</p>															
<p>147/24</p>	<p>Monthly Accounts for July 2024, including monthly bank reconciliation and budget monitoring and any other Financial Matters:- It was proposed that the Council approve and accept the accounts for July 2024 as circulated on schedule, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor S. Coy; Seconded: Councillor R. Wilson)</p> <table border="1" data-bbox="204 1883 1353 2074"> <tr> <td>HSBC – Bank Charges</td> <td>£8.00</td> <td>May 2024</td> </tr> <tr> <td>Duchy Defibrillators</td> <td>£228.00</td> <td>Annual Monitoring Fee</td> </tr> <tr> <td>Salaries and Expenses</td> <td>£278.51</td> <td>July 2024</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£63.20</td> <td>July 2024</td> </tr> <tr> <td>Receipt:- HSBC – Gross Interest</td> <td>£46.65</td> <td>June 2024</td> </tr> </table>	HSBC – Bank Charges	£8.00	May 2024	Duchy Defibrillators	£228.00	Annual Monitoring Fee	Salaries and Expenses	£278.51	July 2024	HMRC – Income Tax	£63.20	July 2024	Receipt:- HSBC – Gross Interest	£46.65	June 2024	<p>Clerk</p>
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148/24	<p>Voltaise Solar Funding Update:- Chairman reported he need to communicate with Councillor Ms. A. Lake and will report back at the next meeting. Chair reported the Withiel WI have approached them already to put forward a proposal in due course for a 75th Anniversary of the WI in Withiel Action: Chair.</p> <p>Two members of the public left the meeting at 8.31pm.</p>	Chair/ Cllr. Ms. A. Lake
149/24	<p>Letter of Engagement for Internal Auditor Services for 2024/2025:- Letter of engagement received from Barbara Goraus Internal Audit Services.</p>	
150/24	<p>Annual Documentation to be reviewed – (a) Risk Assessment; (b) Risk Management Policy; (c) Segregation of Duties Matrix; (d) Fixed Asset Register; (e) List of Regular payments for the year:- Resolved to approve annual documentation as circulated (Proposed: Councillor S. Coy; Seconded: Councillor Ms. J. Shearer) (All in Favour)</p>	Clerk
151/24	<p>Broken Bench Seat by the Bus Shelter in Withiel:- Councillor R. Wilson reported he has option 1 to replace with wooden bench and concrete sides, option 2 which is he is still working on to look for a like to like replacement and Option 3 is to find a local trader to repair rotting timbers, he is still waiting for quotes. Fourth option is to use a temporary replacement if necessary Action: Councillor R. Wilson/Clerk to send tradesmen's information to Councillor R. Wilson.</p> <p>Cornwall Councillor Mrs. J. Cruse left the meeting at 8.33pm.</p>	Cllr. R. Wilson/ Clerk
152/24	<p>Camel Valley Community Area Partnership:- Councillor Ms. J. Shearer reported as follows:-</p> <ul style="list-style-type: none"> • As Vice-Chair of the Camel Vally CAP I attended a meeting with the Chair (Robin Moorcroft) on 24th June at Chy Trevail to discuss the progress of the new Cornwall Local Plan and how planned future workshops will help to shape the Plan. • These workshops aim to be an 'information gathering' process - a series of 3-hour sessions to extract local information from parish councillors who will take part in the production of the Plan by providing local knowledge which will be part of describing the character of each area. Parishes are extremely diverse in their character, so this is important. There were suggestions that parish councils might be invited to submit written 'areas of interest' prior to the workshops so that views are representative of the wider public, making the process as democratic as possible. • Those invited - an elected member from each parish, and possibly one other - will meet and there will be a presentation explaining what is going on with the Plan so far. Then there will be set tables, with one person from the organisers (Creative Kernow) seated at each table where participants will voice and write down their visions of/concerns for the future in their own area - how you imagine things for your children or grandchildren. The facilitator will ask some pertinent questions to get things going and attendees will write down matters of concern (medical, planning, housing, water, sewerage, transport etc etc). The intel will all be recorded by an artist (Keith Sparrow) in pictorial form on large sheets of paper. He has successfully done this at previous workshops. • Dates of these workshops have not yet been decided. <p>Chair thanked Councillor Ms. J. Shearer for her report this evening. There were no questions.</p>	

153/24	<p>Parish Councillor Training Requirements:- None.</p> <p>Chair and Councillor R. Wilson declared their interests as noted earlier and left the meeting room for the discussion on the Grave Yard Trimming. Vice-Chair took over the meeting for the following item:-</p>	
154/24	<p>Payment of Grant for Grave Yard Trimming:- Resolved to pay grant for grave yard trimming in the sum of £620.00 (which allows an increase to allow for minimum wage) to the PCC (Proposed: Councillor Mrs. W. Symons; Seconded: Councillor E. Piper) (Five Councillors in the meeting room were in Favour) Action: Clerk.</p> <p>Chair and Councillor R. Wilson returned to the meeting room.</p>	Clerk
155/24	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. NALC – Chief Executives Bulletin 2. CALC – News Round-up 6th June 2024 3. Cornwall Council – General Election 2024 Guidance 4. Cornwall Council - Camel Valley Community Area Partnership AGM & Meeting - Monday 22nd July, 18:30pm-20:30pm, Chy Trevail Offices, Bodmin 5. NALC – Star Council Awards 2024 6. Cornwall Council – Postponement of Local Plan Workshops 7. Cornwall Council Planning - Prior notification for proposed temporary recreational campsite (60 days) 8. NALC – Events 9. The Rural Bulletin – 11th June; 18th June; 25th June; 2nd July 2024 10. Ethos Consultants - Introducing a new road safety partnership 11. Cornwall Council Planning - Webinar opportunity: Compliance demystified: Planning and Development for Businesses - Thursday 11th July 2024 12. Office of the Police & Crime Commissioner – High visibility policing is what our communities want – and it works - this week's column from the Commissioner 13. Office of the Police & Crime Commissioner – Summer Public engagement opportunities 14. NALC – Newsletter 15. NHS Cornwall & Isles of Scilly – Cornwall together: June 2024 16. Cornwall Council - Webinar: Compliance demystified: Planning and Development for Businesses - Thursday 11th July 2024 17. CALC – Upcoming Events & Training Opportunities Summer 2024 18. The Clean Cornwall Newsletter Issue – 10th June 2024 19. CALC – Star Council Awards 2024 20. CALC – News Found Up 25th June 2024 21. Cornwall Council – Small Business Day 2024 22. Office of the Police & Crime Commissioner – Survey 23. Office of the Police & Crime Commissioner – Read up on the latest phase of Operation Scorpion - an initiative involving the South West's five police forces 24. Rural Services Network - Rural Funding Digest – June & July 2024 Editions 25. Office of the Police & Crime Commissioner - The Commissioner's weekly news column - creating change with collaboration and hotspot policing 26. Royal Cornwall Hospitals Trust – Research Charity Spring Ball 11th April 2025 27. Cornwall Council – Review of Gambling Policy 28. Bodmin Police Station – July Newsletter 	

	29. Clerks & Councils Direct Magazine (Councillor S. Coy)	
566/24	Any Urgent Matters the Chair considers relevant for this meeting:- None.	
157/24	<p>Date of next Meeting:- It was resolved not to hold the August meeting, pending any urgent matters that may arise, therefore, the next meeting would be held on Wednesday 4th September 2024 at 7.00pm in the Withiel Village Hall.</p> <p>All other Meetings confirmed as the Wednesday 2nd October, 6th November and 4th December 2024.</p> <p>There being no further business to discuss the meeting closed at 8.56pm.</p>	

Signature:

Chair

Date: 7th August 2024

DRAFT