

## **Sancreed Parish Council – Ordinary Meeting**

**Venue: Mary Williams Memorial Hall, Sancreed, Penzance TR20 8QS**

**Date: Tuesday 18<sup>th</sup> April at 7.00 pm**

### **Minutes**

#### Present

Councillors: Stuart Thomas (Chairman), James Bottrell, Kate Goodman, Michael Harvey, Mark Hawkins, William James and Paul Nicholson.

Others: Brian Clemens (County Councillor) and Cassandra Crisp (Clerk).

#### Chairman's Welcome

Stuart Thomas welcomed everyone to the meeting.

#### Apologies

Ivor James and Peter James – due work commitments - accepted.

David Haigh - absent without notification.

#### Minutes

It was resolved that the minutes of the Sancreed Parish Council meeting held on 21<sup>st</sup> March 2023 having been previously circulated, should be signed as a true and correct record.

#### Declarations of Interest

William James declared an interest in planning application PA23/01986.

#### Public Participation

None.

#### Chairman's Comments

None.

### Councillors Comments

None.

### Cornwall Councillors Comments

As previously circulated by email and the motion for devolution fell by 2 votes.

Report circulated by email:

I will start my report with news that the framework for the CAPS has been signed off last week with it being a broad reaching framework so as not to impact the ability to add to as the CAPS progress and become at a level of attainment we wish for the communities we represent, Something I feel is important to have the ability to be flexible.

Also the issue of Mayor or no Mayor has been put in a box for the time being at least, something I am personally pleased with.

Some of you may have been contacted recently by people complaining about being contacted by the Council threatening to stop collecting their waste as they run legally or illegally holiday lets , Air b and b or other ways of letting all or part of the property without paying commercial waste charges.

The Council are taking this loss of revenue seriously and will pursue every avenue to recover this substantial loss to the tax paying public, Anyone can and should report this on the report it page at Cornwall Council.

The 20 is plenty rollout will commence shortly and west penwith is in the next round having been brought forward to accommodate approved network schemes at the same time.

The next two months will be busy for the CAPS setting the standards and the legal requirements for the added responsibility and funding formulas for each panel so the constitution can be tested to see if changes have to be implemented, That is the reason we can not meet before the Annual Meeting of the Full Council as any changes will need to voted on by Full Council as it is outside the remit of the Cabinet.

### Clerk's Comments

The Clerk reported that:

SSSI correspondence received and shared. It was resolved that the Clerk should answer to thank for the information but to maintain the objection.

### Action points from previous meetings (if not covered elsewhere in Agenda)

- Jubilee trees - replacement of two trees. Action: Paul Nicholson to purchase and plant trees.
- Community chest grant – applied via email awaiting feedback.

### New Items for the Agenda

- Website – work is ongoing.
- Coronation – it was resolved to not provide any council funded celebrations as there is already an event planned at The Fountain Inn.

### Footpaths and Highways

- Footpaths committee: no update.
- Confirmation of Definitive Map Modification Order - Wildlife and Countryside Act 1981 – Section 53 - The Cornwall Council (Addition of a Bridleway together with the Upgrade of Footpath to Bridleway at Caer Bran Farm in the parish of Sancreed) Modification Order 2023 - The abovementioned Order was confirmed by Cornwall Council as an unopposed Order on 23 March 2023. As required by Schedule 15 Paragraph 11(1), (2) and (3) to the Wildlife and Countryside Act 1981 Cornwall Council hereby gives notice of the confirmation of the order. Noted. Paul Nicholson to obtain a quote for trimming back the new bridleway in August.
- Newbridge VAS – is now fixed and therefore it was agreed that it will be left in situ.
- Blocked drain – Stuart Thomas to send details to Andy Hoskins.

### Planning

#### Applications:

- PA23/02294 - Proposal Conversion of Former Piggery to Form Ancillary Accommodation & Associated Works - Boslow Farmhouse Newbridge Penzance. It was resolved to support the application.
- PA23/01986 - Conversion of barns into four residential units - Treganhoe Farm Sancreed Penzance Cornwall TR20 8RH. William James left the meeting whilst this matter was discussed. It was resolved to support the application.
- PA23/03047 - Listed building consent for conversion of barns into four residential units - Location Treganhoe Farm Sancreed Penzance Cornwall. It was resolved to support the application.

#### Decisions:

- None.

#### Planning applications received after last meeting but responded to prior this meeting:

- None.

#### Any other matters concerning planning in the parish

- None.

### Policies and Procedures

None.

## Finance

To note the payments of accounts made since last but prior to this meeting:

- VAT refund – Sancreed Village Hall - £261.35 - noted.

To agree the payments of accounts:

- Annual membership subscription – Cornwall ALC - £363.40 (£309.32 exc VAT) - agreed.
- Audit - Karen Churchward - £150.00 - agreed.
- Park inspection – Playsafety - £126.00 (£105.00 exc vAT) – agreed.
- Insurance – Zurich - £420.55 (£375.49 exc VAT)– agreed

Confirmation of standing orders:

- Salary (Clerk) – C Crisp - £323.20 – noted.

To confirm payments received:

- Precept – Cornwall Council - £3,631.58 – noted.

Other finance matters:

- Internal Auditor – Karen Churchward – audit report received and accepted.
- Year end accounts 31/03/2023:
  - To agree and sign the:
    - Receipts and Payments summary – agreed and signed
    - Account reconciliation – agreed and signed
    - Reserves statement – agreed and signed
    - Receipts statement – agreed and signed
    - Payment statement – agreed and signed
    - CIL funds statement – agreed and signed
    - Asset register – agreed and signed
  - AGAR 2022/23 Form 2:
    - Certificate of Exemption – it was agreed that Sancreed Parish Council meets the criteria as set out in Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 for claiming exemption from a limited assurance review for 2022-23 and wishes to claim exemption for that year – approved and signed
    - Annual Internal Audit Report – completed by Karen Churchward on 05/04/23 – received and noted
    - Annual Governance Statement – review of the effectiveness of the system of internal control completed – approved and signed
    - Accounting Statements – considered, approved and signed
  - Notice of the period for the exercise of public right and other information required by Regulation 15(2) Accounts and Audit Regulations 2015 – agreed the dates (as recommended by the external auditor) of 5<sup>th</sup> June to 14<sup>th</sup> July
  - Conflict of Interest - confirmed that there are no conflicts of interest with auditors BDO LLP – agreed and declaration signed.
- Insurance – it was agreed to renew insurance with Zurich at £420.55 (6% increase).

## Risk assessments / inspections

Park inspection report received and noted.

Location	Asset	Last inspection date	Inspected by	Observations	Outstanding actions
Sancreed	The Glebe - includes; seat, goalposts & poo bin	11/04/23	ROSPA		<b>Corrosion in seat of swing. Bench rotting.</b>
Sancreed	Bus shelter	17/01/23	Stuart Thomas	In good order / nothing of concern	None
Sancreed	Noticeboard	17/01/23	Stuart Thomas	In good order / nothing of concern	None
Sancreed	Seats - by the Church (two of)	17/01/23	Stuart Thomas	In good order / nothing of concern	None
Drift	Car park	18/04/23	Mark Hawkins	In good order / nothing of concern	None
Drift	Noticeboard	17/01/23	Mark Hawkins	Perspex is becoming cloudy and may need replacing soon.	None
Drift	Seat	17/01/23	Mark Hawkins	In good order / nothing of concern	None
Newbridge	Noticeboard	18/04/23	Michael Harvey	Risk of breaking glass when opening against granite	Purchase a rubber bung to attach to the door.
Newbridge	Seat	17/01/23	Peter James	In good order / nothing of concern	None
Newbridge	VAS 1	17/01/23	Peter James	In good order / nothing of concern	None
Newbridge	VAS2				

## External Meetings

Reports from external meetings attended:

- Local Council Planning Training: Climate Emergency DPD policies and planning processes = Wed 22 Mar 2023 15:30 – 17:00 – on Teams – attended by Kate Goodman – notes circulated by email.

Details of upcoming external meetings:

- 20 is plenty roll out - Mon 24 Apr 2023 10am – 1pm – on Microsoft Teams – will be attended by Stuart Thomas
- Police Liaison Meeting – Tuesday 23rd May at 19:00-20:30 on Teams
- Police Liaison Meeting – Tuesday 29th August at 19:00-20:30 on Teams
- Police Liaison Meeting – Tuesday 28th November at 19:00-20:30 on Teams

Items for next meeting agenda

August – to agree whether or not to have a meeting.

Next meeting

Ordinary meeting on Tuesday 16<sup>th</sup> May in Sancreed Village Hall.

There being no further business the Chairman closed the meeting at 8.08pm.



**Chairman**  
**16<sup>th</sup> May 2023**