

SANCREED PARISH COUNCIL

MINUTES FULL COUNCIL MEETING OF
 SANCREED PARISH COUNCIL AT SANCREED VILLAGE HALL
 TUESDAY 18th July 2023 AT 7.00 PM

Contact the Clerk regarding
 any item in these Minutes:
 Parish Clerk & RFO
 Victoria Burton-Davey
clerk@sancreedparishcouncil.org

Press & Public were invited to attend the above meeting.		
WELCOME: Chair's welcome		
AGENDA REF.	DESCRIPTION	ACTION
23-07/1	<p>PRESENT: Cllr Hawkins (Chair); Cllr W James (Vice-Chair); Cllrs Freeman, Goodman, Harvey, Nicholls, and Nicholson</p> <p>CLERK: Victoria Burton-Davey</p> <p>ALSO PRESENT: James Bottrell; Peter James; Cornwall Cllr Brian Clemens</p> <p>APOLOGIES: Cllr Haigh/family commitments</p> <p>PUBLIC ATTENDEES: 1</p>	
23-07/2	<p>MEMBERS DECLARATIONS</p> <p>No Declarations of Interest or requests for Dispensation for items on the Agenda.</p>	
23-07/3	<p>COUNCILLOR CO-OPTION</p> <p>A vote was taken by ballot for two vacancies. James Bottrell was co-opted for the first seat. Peter James was co-opted for the second seat.</p> <p>NEW MEMBER DECLARATIONS</p> <p>Both new Members signed and read out their Declaration of Acceptance of Office.</p> <p>The Clerk asked new Members for Declarations of Interest on items on the Agenda: nothing was declared.</p> <p>The Clerk requested that they return their completed Register of Interest forms to her by the end of the following week.</p>	<p>CLERK</p> <p>JB PJ</p>
23-07/4	<p>PUBLIC FORUM</p> <p>Attendee 1 spoke on Agenda item 23-07/16 Highways: there were issues at a junction in the Parish where vegetative overgrowth was obstructing visibility. Cllr Clemens advised that Cornwall Council (CC) would not deal with the issue, as it was the landowners responsibility. Cllr Bottrell offered to speak with the landowner and make them aware of the issue. The public attendee also gave forward notice of a planning application for submission.</p>	JB
23-07/5	<p>APPROVAL OF MINUTES</p> <p>To RESOLVE that the Minutes of the full Council Meeting (FCM) of Sancreed Parish Council (SPC) held on 20th June 2023 having been previously circulated be taken as read, APPROVED, and signed.</p> <p>Proposed: Cllr W James Seconded: Cllr Goodman Abstained: Cllrs Bottrell and P James AIF: YES</p>	CLERK
23-07/6	<p>MATTERS ARISING</p> <p>No matters arising not already covered in Agenda for Meeting.</p>	

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23-07/7	<p>CORNWALL COUNCILLOR'S REPORT</p> <p>Cllr Clemens reported on the Shared Prosperity Fund (SPF) and the Community Capacity Fund (CCF): all seven applications that had been received, that he supported had passed the triage stage and progressed to the next stage with one already approved. He noted an excellent presentation by Dave Rodda and the team which has helped applicants understand the process.</p> <p>This year he had been appointed to the Neighbourhoods Overview and Scrutiny Committee (NOSC) in part, as reward for the work done to ensure the retention of the control centre at Tollvaden. There had been a review of the Fire and Rescue Service, and the recommendations of the scrutiny committee and the chief Fire Officer were now being rolled out. There were still some contentious issues that would need to be addressed if CC were to maintain Firefighter levels, He would ask that CC meet with the relevant officers for an update after a three month period has passed. He thanked Cllr Jim Mc Kenna for all his help and support with the previous round of negotiations.</p> <p>He encouraged Members to attend CAP meetings and hoped the Council would take advantage of the opportunities they would bring to the community. Community hubs continued to go from strength to strength and really help those in isolation. The surgery he ran continued to help the people that attend and with intelligence being gathered and shared.</p>	
23-07/8	<p>NEW PLANNING APPLICATIONS and PRE-APPLICATIONS</p> <p>No new planning at the time of published Agenda</p>	
23-07/9	<p>PLANNING DECISIONS from CC were NOTED</p> <p>PA23/02931 Location: Land South Of Boskyydu Sancreed Penzance TR20 8RL Proposal: Reserved Matters application for (access, appearance, landscaping, layout and scale) details following outline consent PA20/06302 dated 21/10/2020 for up to two dwellings DECISION: APPROVED 21/06/2023</p> <p>PA23/02294 Location: Boslow Farmhouse Newbridge Penzance Cornwall TR20 8PX Proposal: Conversion of former piggery to form ancillary accommodation & associated works DECISION: REFUSED 27/06/2023</p>	
23-07/10	<p>OTHER PLANNING MATTERS</p> <p>Including late applications and decisions.</p>	
23-07/11	<p>Amenities</p> <p>a) The Clerk had contacted SPC's insurers and playground inspection team to check about installation of equipment once purchased: the Council were advised that the equipment must be the correct specification (details were handed to Cllr Goodman), the person installing the equipment must be 'competent', and that the installation process for equipment and safety matting <u>must adhere</u> to the manufacture's specifications. Once the installed equipment was passed by RoSPA inspectors, the Council's insurance would cover Public Liability. It was</p>	

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	<p>AGREED that Cllr Goodman would further the project with regard to this advice.</p> <p>b) Cllr Goodman and the Chair had worked to ensure that the Defibrillator was registered on an accessible database.</p> <p>Cllr Goodman also reported that the Village Hall ‘pig walk’ would be happening the following Sunday 3pm. She reported that the Village Hall Committee had received £3,300.00 from CCF for surveys on the hall.</p>	KG
23-07/12	<p>Burials This item included in error.</p>	
23-07/13	<p>Community Engagement</p> <p>a) A Facebook to help with public engagement was discussed. SPC AGREED that the should Clerk set up a Facebook page and make posts on behalf of the Council.</p>	CLERK
23-07/14	<p>Communications</p> <p>a) The Clerk and Cllr Goodman had made progress establishing Sancreed content on the website. The Clerk had received helpful communications from a former Councillor in this regard. There were issues with the level of service: this to monitored and reported back to the next Meeting.</p>	CLERK
23-07/15	<p>Environment</p> <p>a) A Nature Recovery Network talk was being arranged for the autumn. It was hoped that residents, and those from nearby Parishes, would attend. Cllr Goodman and Clerk to finalise date and publicise.</p> <p>b) The SSSI Notice for West Penwith had been received from Natural England. Clerk to publish on website.</p>	<p>KS CLERK</p> <p>CLERK</p>
23-07/16	<p>Highways</p> <p>a) Drift and Newbridge Vehicle Activated Signs were being replaced by CC.</p> <p>SPC RESOLVED to sell working VAS signs which had become surplus to requirements at £1,500.00 each to be offered to local Councils.</p> <p>Proposed: Cllr Hawkins Seconded: Cllr Goodman AIF: YES</p> <p>Information regarding damage to the bus shelter had been received and circulated to Councillors and NOTED. CC to undertake remedial works.</p>	CLERK
23-07/17	<p>Public Rights of Way (PRoW)</p> <p>Cllrs Nicholson and Bottrell reported on Silver path 117/27/1: it was hoped that this could be upgraded to a Gold path. Clerk to follow up an earlier request made to CC.</p>	CLERK

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23-07/18	<p>Policy Reviews and Councillor details To RECEIVE information, DISCUSS and RESOLVE a course of action if appropriate.</p> <ul style="list-style-type: none"> a) Anti-Bullying & Anti-Harassment Policy 2023 b) Disciplinary Policy 2023 c) Grievance Policy 2023 d) Homeworking Policy 2023 e) Privacy Notice 2023 <p>SPC RESOLVED to ADOPT the policies a) b) c) d) and e) listed above</p> <p>Proposed: Cllr Hawkins Seconded: Cllr Nicholls AIF: YES</p> <p>Cllr Portfolios were discussed and AGREED. Clerk to send updated details for publishing on Parish Noticeboards.</p>	<p>CLERK</p> <p>CLERK</p>
23-07/19	<p>FINANCE</p> <ul style="list-style-type: none"> a) The Meeting RECEIVED and NOTED the bank reconciliations as at the 30st June 2023 b) SPC RECEIVED and RESOLVED to APPROVE the July 2023 payment schedule <p>Proposed: Cllr P James Seconded: Cllr Nicholls AIF: YES</p> <p>c) RFO report The Bank Mandate completed at the last meeting had been posted. The new PAYE was set up, and leaver details completed for outgoing Clerk. A bank Mandate to add new Clerk was signed for posting. The Clerk sourced a solid state drive (SSD) which SPC AGREED to purchase at a cost of £58.98.</p> <p>June 2023 Receipts: £1,000.00 Community Chest Grant June 2023 Outgoings: £0.00</p> <ul style="list-style-type: none"> d) Grants/Funding: none received 	<p>CLERK/MH</p> <p>CLERK</p>
23-07/20	<p>Clerk's Report and Correspondence</p> <ul style="list-style-type: none"> a) Clerk report The Clerk's contract was signed and an employee Workplace Risk Assessment, and Display Screen Equipment (DSE) check, carried out May Minutes had been posted to the noticeboards and website b) Correspondence received discussed at Agenda items 	
23-07/21	<p>Training and Meetings Attended To RECEIVE information, DISCUSS and RESOLVE a course of action if appropriate:</p>	

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	a) Cllr W James had attended the Community Area Partnership Inaugural Meeting 28 th June 2023	
23-07/22	Diary Dates: Meeting date confirmed: a) Next FCM 19 th September 2023	
23-07/23	OPEN MEETING CLOSED@20:26	

Signed: Chair of Meeting  19/09/2023