

SANCREED PARISH COUNCIL

**MINUTES FULL COUNCIL MEETING OF
SANCREED PARISH COUNCIL AT SANCREED VILLAGE HALL
TUESDAY 17th OCTOBER 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: The Chair welcomed Councillors and public attendees and the Meeting commenced @19:00		
AGENDA REF.	DESCRIPTION	ACTION
23-10/1	PRESENT: Cllr Hawkins (Chair); Cllr W James (Vice-Chair); Cllrs Bottrell, Freeman, Harvey, P James, Nicholls, and Nicholson CLERK: Victoria Burton-Davey ALSO PRESENT: Cornwall Cllr Brian Clemens APOLOGIES: Cllr Goodman, Cllr Haigh PUBLIC ATTENDEES: 3	
23-10/2	MEMBERS DECLARATIONS No Declarations of Interests, Gifts, of Dispensation requests.	
23-10/3	PUBLIC FORUM Nobody requested to speak.	
23-10/4	APPROVAL OF MINUTES The Meeting RESOLVED that the Minutes of the Full Council Meeting (FCM) of Sancreed Parish Council (SanPC) held on 19th September 2023 having been previously circulated be taken as read, APPROVED , and signed. Proposed: Cllr Nicholson Seconded: Cllr Harvey All In Favour (AIF): YES	CLERK
23-10/5	MATTERS ARISING NO matters arising from the accepted Minutes not included below	
23-10/6	CORNWALL COUNCILLOR'S REPORT Councillor Brian Clemens told the Members that the recent CAP meeting had experienced issues with the hybrid technology which he had been assured would be addressed in time for the next meeting. He had not been happy that CAP members' priorities were reflected by the Agenda at the last meeting: members would decide future agendas and CAP would discuss issues that, as a group, they felt affected their communities. The transport committee had been due to meet with Cllr Johnnie Wells in the chair. He had been notified about possible amenities available at Drift that SanPC had expressed an interest in acquiring for community use: he offered to assist in any way he could to support the project. Cllr Clemens reported that the Cornwall Council (CC) Draft Budget evidenced many cuts to services proposed to maintain a balanced budget going forward. He reported that unless money was forthcoming from central government it would be impossible to stop all the cuts planned.	
23-10/7	NEW PLANNING APPLICATIONS and PRE-APPLICATIONS	
	None at time of published Agenda	

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23-10/8	PLANNING DECISIONS were noted	
	PA23/06466 Location: Church Of St Credan Sancreed Road Sancreed Penzance Proposed: Works to trees subject to a tree preservation order (TPO) Reduce Sycamore (495) lower laterals by up to 2 metres. Reduce trees spread from 10-8 metres. Decision: Notice of Consent 20-09-2023	
	PA23/06300 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' with variation of condition 1 of decision PA23/02931 date 21/06/2023. Decision: WITHDRAWN 03/10/2023	
23-10/9	Other Planning Matters and late applications/decisions	
	PA23/07946 – late application Proposal: Reduction in roof pitch by raising eaves and the addition of 2 roof windows on the SW elevation Location: Mill House Lower Drift Buryas Bridge Penzance Councillors had made a site visit and discussed the application. SanPC RESOLVED to SUPPORT PA23/07946. Proposed: Cllr Hawkins Seconded: Cllr W James AIF: YES	CLERK
	PA23/06759 – late decision Proposal: Certificate of lawfulness for existing use for the siting of two storage containers Location: Trannack Mill Farm Sancreed Penzance Cornwall Decision: GRANTED 11/10/2023	
	PA23/06760 – late decision Proposal: Certificate of lawfulness for existing use for the construction and continued use of an agricultural building Location: Trannack Mill Farm Sancreed Penzance Cornwall Decision: GRANTED 11/10/2023	
	Another Enforcement matter brought to attention of CC Officers.	
23-10/10	Amenities a) There had been a consultation of residents via leaflets, website, and social media to ascertain the most popular playground equipment available to purchase by the Council. The results showed that items C and D were the most popular. Residents were thanked for their feedback. SanPC RESOLVED to purchase items C and D and to form a Working Group to install them over the coming weeks. Proposed: Cllr W James Seconded: Cllr Freeman AIF: YES	CLERK

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	<p>b) Polling Districts and Polling Places review: The Council AGREED that they should highlight the need for a second Polling Station (at Newbridge) due to lack of public transport infrastructure which would enable electors to get to the single existing Polling Station in the Parish. Clerk to request the reinstatement of a second Polling Station at Newbridge.</p>	CLERK
23-10/11	<p>Communications & Outreach</p> <p>a) Armistice Day and Remembrance Sunday were discussed: SanPC RESOLVED to purchase 2 wreaths and several crosses (Cllr W James to update the Clerk about the number of crosses) up to the Budgeted donation of £100.00. Proposed: Cllr W James Seconded: Cllr Freeman AIF: YES</p> <p>b) The forthcoming D-Day 80th anniversary celebrations and Beacon Lighting on 6th June 2024 were discussed. It was AGREED that SanPC would liaise with the Village Hall committee to make plans.</p> <p>c) Katrina Taylor reported that a mailing list sign-up form had been circulated to residents by the Communications & Outreach Working Group, and the Clerk confirmed that there was also a link to the sign-up form on the Contact page of the Council's website.</p>	<p>WJ CLERK</p> <p>KG CLERK</p>
23-10/12	<p>Environment</p> <p>The recent Nature Recovery Network Talk had been a huge success: 27 people had attended. There had been a will to set up a Sancreed Nature Action Group and ideas for mapping existing 'nature recovery areas', identifying where they could be joined up, and creating a walk to link them had proved popular. The Council thanked National Trust Area Ranger Nick Taylor for presenting information and facilitating the discussion, Cllr Goodman for organizing the talk, and Cllr Nicholson and Katrina Taylor for providing refreshments.</p>	
23-10/13	<p>Highways</p> <p>The Clerk reported that St Just Town Council had decided not to purchase the available VAS signs. Marazion Town Council were interested in acquiring them and the Clerk had sent them information.</p> <p>There had been communications from CC Highways regarding the repositioning of the replacement bus shelter at Drift. The Meeting AGREED that the proposed repositioning would be an improvement. The Clerk was asked to highlight the need for adequate drainage to be installed.</p>	CLERK
23-10/14	<p>Public Rights of Way (PRoW) WG</p> <p>a) Footpath upgrade requests were in process.</p> <p>b) Cllr Nicholson reported that Burnt Lane was overgrown but was not on SanPC's cutting schedule. CC to be notified of Japanese Knotweed on the lane again (as no action had been taken since it was reported some months previously). Cllr Nicholson to assist the Clerk in identifying the</p>	

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	<p>area of concern. It was AGREED that Budget provision for a cut on the Lane would be considered. The second PRoW cuts were complete. The LMP invoice had been prepared for £3,168.62 to send to CC.</p>	<p>CLERK</p>
23-10/15	<p>Policy Reviews and Councillor details</p> <p>a) SanPC AGREED to make no comments on the PUBLIC CONSULTATION – CC Licensing Act Policy Review</p> <p>b) Areas within the currently adopted Environment Policy were identified as being difficult to meet. The Clerk agreed to DRAFT a new policy for consideration at the next Meeting.</p>	<p>CLERK</p>
23-10/16	<p>FINANCE</p> <p>a) The Meeting RECEIVED and NOTED the bank reconciliations as at 30th September 2023</p> <p>b) The Meeting RECEIVED and RESOLVED to APPROVE the October 2023 payment schedule</p> <p>Proposed: Cllr Nicholson Seconded: Cllr Freeman AIF: YES</p> <p>c) RFO report The September Payments had been made. A mandate for a Debit Card was in process. The Clerk had contacted Cllr Clemens office regarding his offer of a Community Chest donation.</p> <p>Total expenditure for September 2023 £459.98 Total receipts for September 2023 £3,631.58</p> <p>d) A 2nd Quarter Budget update was circulated to Members. The RFO answered questions arising. She was thanked for providing a clear revised Budget for the remainder of 2023/24 financial year.</p> <p>SanPC RESOLVED to APPROVE the revised Budget 2023/24</p> <p>Proposed: Cllr P James Seconded: Cllr Harvey AIF: YES</p> <p>e) Members were asked to consider projects and projected expenses for the coming year and feedback to the Clerk so she could prepare a DRAFT Budget for 2024-25. The Clerk advised that the Precept be raised as it had diminished in real terms substantially over past years. A provision of £500.00 for a hard cut on Burnt House Lane was identified to be considered in the 2024/25 Budget.</p> <p>f) No funding requests had been received.</p>	<p>CLERK CHAIR</p> <p>CLERK</p>

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23-10/17	<p>Clerk's Report and Correspondence</p> <p>a) The Clerk reported that all regular Council business was up to date. She was working with Cllr Haigh to finalise his ROI before updating Electoral Services. She was still monitoring the website service provision. She had assisted Cllr Goodman in organising and promoting the recent Nature Recovery Talk, and had attended herself. Cllr Portfolios had been updated and published. She had sent SanPC's Expression of Interest regarding amenity land at Drift to CC.</p> <p>b) Correspondence received: There had been one email regarding an enforcement issue which had been followed up with CC. The Clerk had circulated an invitation from Madron PC to attend their Trafalgar Thanksgiving on 22nd October 2023. Neither the Chair or Vice Chair were available to attend the St Just Feast on behalf of the Council. Cllr Nicholls said she may be able to attend and would let the Clerk know if she was free.</p> <p>The Chair had written and shared a formal thank you to Cllr William James for his kind work in creating granite seating at Drift reservoir, and planting the weeping silver birch bought in memory of Sasha Gavruo by her mum Karina. Pictures and thanks were on the Council's website and had been shared on social media.</p>	AN
23-10/18	<p>Training and Meetings Attended</p> <p>a) Code of Conduct Training 2nd October 2023 – Three Sancreed Councillors had attended the this 'in person' training event which had been organised by St Buryan Parish Council. Cllr Nicholls gave very positive feedback and identified several areas of value to the Members.</p> <p>b) SanPC's Rep had not been able to attend the Community Area Partnership meeting on 6th October 2023. The Clerk had attended a CC Budget 24/25 Briefing on 12th October 2023.</p>	
23-10/19	<p>Diary Dates: Meeting dates to be confirmed:</p> <p>c) Next FCM 21st November 2023 d) CALC AGM 24th October 2023</p>	
23-10/20	<p>EXCLUSION OF THE PRESS AND PUBLIC The Meeting RESOLVED that in accordance with s.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business.</p> <p>Proposed: Cllr Hawkins Seconded: Cllr Harvey AIF: YES</p> <p>The Chair invited Cllr Clemens to stay and advise Members.</p>	

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23-10/21	Amenity acquisition The Clerk confirmed that the Council’s Expression of Interest had been submitted to CC regarding a local amenity acquisition. She had also circulated information regarding Community Ownership Funding. Members and Cllr Clemens discussed the process to come and areas where funding and support was available. It was NOTED that SanPC was waiting to hear back from CC before proceeding to the next stage.	
23-10/22	MEETING CLOSED @20.22	

Signed: Chair of Meeting  21/11/2023