



Minutes of a meeting of the **Calstock Parish Council**
held on **Wednesday 08 November 2017**,
in the Tamar Valley Centre commencing at **7.00pm**.

Those present were: -

COUNCILLORS -Cllr Alford, Cllr Beech, Cllr Greenwood, Cllr Irons, Cllr Kirk, Cllr Latham
(Chair), Cllr Letchford, Cllr Riggs, Cllr Roberts, Cllr Tinto, Cllr Wakem, Cllr Woolford.
Miss Sue Lemon, Clerk
Miss Clare Bullimore, Deputy Clerk (*minutes*).

234/17 **CHAIRMAN'S OPENING REMARKS**

Cllr Latham welcomed everyone – especially members of the public - and reminded them that they may be filmed, photographed or recorded. She requested that people speak clearly.

235/17 **APOLOGIES**

Apologies were accepted from Cllr Wells (away working), Cllr Wilkes.

236/17 **DECLARATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS**

Cllr Greenwood is a Trustee for the Woodland Centre but was given dispensation to stay in the discussion and answer any queries.

237/17 **PUBLIC PARTICIPATION**

Mr Winton asked whether there were any plans to update St Ann's Park; he was advised to contact community group Your St Ann's Chapel and that it will also be included in the next Recreations Committee meeting.

238/17 **APPROVE MINUTES OF LAST COUNCIL MEETING – 11-10-17**

Proposal: the minutes be approved

Proposed: Cllr Wakem, **Seconded:** Cllr Alford

Resolution: the minutes were approved unanimously

239/17 **NOTE MINUTES AND ASSOCIATED**
ACTIONS/EXPENDITURE/RECOMMENDATIONS OF COMMITTEE
MEETINGS:

Proposal: all minutes be noted, and associated actions/expenditure/recommendations be approved (proposed: Cllr Rooker, seconded: Cllr Letchford)

- Planning Committee: 18-10-17 & 01-11-17
- Neighbourhood Plan Committee: 31-10-17
- F&GPP: 18-10-17
- Cemetery Chapel Project Team: 05-10-17 & 30-10-17

Resolution: minutes noted, and actions/expenditure/recommendations unanimously approved.

08-11-17

Initials.....



240/17 MATTERS ARISING

Action List – matters outstanding, with outcomes/progress

Telephone box, Metherell – Cllr Roberts explained it is going to be too difficult to move it so it is no longer wanted

Playground Inspectors – Third company found

Wallgate machines – still waiting third quote

Bus shelter planning permission – waiting for an installation date, planning permission granted

241/17 NEW CORRESPONDENCE

South West Water – a letter had been received following the Parish Council’s response from a recent meeting; they acknowledged the various issues of concern that had been raised and said they are addressing them. As a gesture of goodwill they offered the Parish Council £1000. However, it was proposed that the money should not be accepted (proposed: Cllr Latham, seconded: Cllr Rooker); this proposal was agreed by a vote (3 abstentions, 1 objection).

Historic Plaques for Shops in Calstock – a request from Jane Osborne had been received to ask whether permission could be granted for a project placing plaques in Calstock Village to celebrate the historic vibrancy of the businesses of Calstock. Money has been secured from the AONB Sustainability Development fund; it was proposed to support this (proposed: Cllr Woolford, seconded: Cllr Kirk) and all were in favour.

Calstock Canoe Race, 2018 – David Moore from Fowey River Canoe Club asked whether they can organise the Tamar Hasler Canoe Race again; next year on Sunday 20th May 2018 to fit in with High Tides and other canoe events. The Rowing Club are not planning on holding their regatta on this weekend. The arrangements would be the same as last year. Proposal to support this (Cllr Rooker, seconded Cllr Latham) with unanimous agreement.

242/17 STANDING ITEM: CLERK’S INFORMATION

Localism Summits – 29-11-17, Liskeard from 12.00pm-4.30pm

Clerk & Deputy Clerk’s Hours – moved to part II

Richard Hoile – moved to part II

Opening Times Over Christmas – it was proposed that the office is shut from 22nd December until 2nd January 2018 as no other users will be in the building, the Clerking staff will check emails during this period (proposed: Cllr Rooker, seconded: Cllr Woolford) – unanimous support.

243/17 POLICE REPORT

Unable to report this month.

244/17 5 DAY PLANNING CONSULTATIONS

None



245/17 STANDING ITEM: CEMETERY CHAPEL UPDATE

Cllr Wilkes has been appointed Chair with support from Dick Hoile who continues to lead the HLF process. The various consultants have started, and reports are being written ready for the Mid-Term Review.

246/17 STANDING ITEM: NEIGHBOURHOOD PLAN UPDATE

The Plan is now being written (albeit in draft form). Local Landscape Character Assessments have been reviewed and a report on Settlement Edges is being written for consultation. Steve Bersford Foster is going to run a workshop on Planning Policy and Cllr Rooker urged all councillors to attend if possible.

247/17 STANDING ITEM: TOILETS UPDATE

The F&GPP Committee recommends that the toilets are closed from 22-12-17 to 02-01-18 for practical/economic reasons: proposed: Cllr Rooker, seconded: Cllr Latham, voted in favour (one abstention).

248/17 STANDING ITEM: FOSTERS FIELD

The Clerk has a meeting with Steve Foster tomorrow, Thursday 09 November 2017 to discuss this and move forward.

249/17 STANDING ITEM: WOODLAND WAY CENTRE

Cllr Greenwood declared an interest.

The Working Party had met and recommended the Trustees ask for information regarding the £40,000 that was supposed to be in trust under a Freedom of Information Act request. This request was done but not information was forthcoming. Discussion ensued about the value of the amenity to the community. Cllr Greenwood said the Trustees would like to see it remain open but that no one from the community had been forthcoming when asked for volunteers to stand as Trustees. Cllr Kirk hopes that the Parish Council could act as Trustees. Cllr Kirk has asked Jonanathan Sleeman in Cornwall Council to look into this.

Proposal: to defer a decision until the money is found or can be accounted for (proposed: Cllr Roberts, seconded Cllr Alford)

Resolution: agreed with proposed (one objection, one abstention).

The Clerk, as the Responsible Financial Officer, asked that it be minuted that she would strongly recommend that the Parish Council does not take the Centre on if the money is not forthcoming as it would incur business rates and be unviable.

250/17 STANDING ITEM: TAMAR WAY

The Cormac work has still yet to be started; it is supposed to be completed this financial year and is scheduled for December.



251/17 STANDING ITEM: CALSTOCK FLOOD DEFENCE

Cllr Tinto gave an update on this. A public consultation has been held today with many people coming along. Draft ideas have been presented. The proposals are controversial with one proposal being muted because funding would be attached to it (creating a marshland). The Environment Agency will not be maintaining any strategy and partners are being asked to come forward to help with ongoing maintenance. It was suggested that a further meeting be held in January to look at the results of the consultation, likely proposals and to find stakeholders.

252/17 STANDING ITEM: CORNWALL COUNCIL REPORT – CLLR KIRK

Candy Atherton

Cllr Kirk reported her personal sadness on the death of her colleague Candy Atherton and said she will be very much missed.

Electoral boundary

Cllr Kirk does not feel the consultation that is taking place over the boundary changes is worthwhile.

Air Quality and the A390

Cllr Kirk is meeting with Eloise Travers and Vicky Fraser on December 6th, 2017.

Footway – Sandhill, Gunnislake

Grass is growing up the footway and is slippery due to overhanging trees. It has been reported to Cormac by Cllr Kirk and the Clerk's Office.

Cornwall Cabinet

A medium financial plan shows a 3% reduction in workforce so more redundancies will need to be made.

A390 Resurfacing – there will be road closures in Gunnislake for road surfacing, buses may be disrupted.

Primrose Cottage Planning Application, St Ann's Chapel – Cllr Kirk said that she is due to meet the Planning Officer and his manager to discuss this application.

Yellow Lines – there may be funding available for yellow lines!

253/17 STANDING ITEM: REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR AT MEETING OR OTHER ORGANISATIONS

Cllr Beech reported on the AGM from the Delaware Community Learning Centre; he said they had had a good year with improvements to the outside area.

Cllr Latham attended the maritime meeting and raised the issue of the bund in Calstock. She also attended a consultation on the boundary commission but unlike Cllr Kirk found it to be clear and felt they did want feedback. Cllr Latham suggested sending a detailed response to this in liaison with neighbouring parish councils.

254/17 STANDING ITEM: APPROVE ACCOUNTS

Proposal: the accounts (to be found at the end of the minutes) be approved (proposed: Cllr Irons, seconded: Cllr Greenwood)



Resolution: approval of the accounts (1 abstention from Cllr Woolford who had not had time to look at them).

255/17 RECOMMENDATIONS FROM F&GPP:

Staff Support & Appraisal Policy – Cllr Rooker explained that the policies had been reviewed and updated.

Proposal: to adopt the policy and appraisal form (proposed: Cllr Rooker, seconded Cllr Irons)

Resolution: the Starr Support and Appraisal Policy is adopted (unanimous)

Training Matrix – please let the Clerk know of any training that you attend so that a matrix can be updated

Personnel Sub-Committee to be a Full Committee –

Proposal: The Personnel Sub-Committee becomes a full Committee and makes recommendations directly to the Council (proposed: Cllr Rooker, seconded: Cllr Roberts)

Resolution: The Personnel Sub-Committee becomes a Personnel Committee (unanimous)

Training and Health and Safety Standing Items on Council Agenda –

Proposal: Training and Health and Safety Issues become Standing Items on the main Council Agenda due to their importance (proposed: Cllr Latham, seconded: Cllr Rooker)

Resolution: unanimous approval

256/17 DATES OF FUTURE COMMITTEE MEETINGS

Amenities: 15/11/17, 6.00pm

Planning: 15/11/17, 7.00pm

Burial: 22/11/17, 6.00pm

Recreation: 22/11/17, 6.30pm

257/17 URGENT INFORMATION

Skittles Match – Cllr Alford asked if anyone is interested in playing Skittles against Pensilva: let the Clerk know

Post Office Closure – Steve and Mary are leaving Gunnislake Post Office, the Clerk will deliver them some flowers. The Post Office will be closed for refurbishment from 10th-23rd November 2017.

The meeting closed at 8.30pm

Signed (Chairman)

Dated



Nov-17			
Already Paid			
UK Fuels	DD	Pearce's October fuel bill	189.11
Salaries and pensions	TFR	bank transfers – 12 October 2017	6998.10
Cornwall Council	DD	Business rates Toilets Gunnislake	157.00
Cornwall Council	DD	Business rates Toilets Calstock	135.00
Cornwall Council	DD	Business Rates Car Parks Gunnislake	138.00
Cornwall Council	DD	Business Rates Car parks Harrowbarrow	158.00
Cornwall Council	DD	Business Rates car parks Calstock BR	100.00
Cornwall Council	DD	Business Rates TVC Office	105.00
British Gas	DD	Electric toilets calstock monthly	193.94
British Gas	DD	Gas albaston chapel 1/4	53.06
British Gas	DD	Electric toilets Gunnislake 1/4	62.33
Biffa	DD	Waste Collection	44.16
Google	DD	Web site services	2.75
Perfect Pastures	BACS	Grass cutting contract	1372.59
o2	DD	4 X MOBILES	92.63
Voip phone	DD	2 X WORK PHONES	9.84
Ford van leases	DD	Courier and Custom	533.02
South West Water	DD	Calstock Toilets	96.50
South West Water	DD	Gunnislake Toilets	96.00
South West Water	DD	Burial Ground Albaston	18.53
South West Water	DD	St Anns Playing field	6.26
GB Tool Hire	BACS	Goods services	62.10
J Pote	bacs	Grasscutting Harrowbarrow	200.00
Amazon	visa	Notice board for Calstock	215.00
Amazon	VISA	Cable	3.79
HMRC	VISA	tax ni	4731.73
Newquay Town Hall	BACS	Training	66.00
CALC	BACS	Conference -	12.00
Trewartha Gregory Doidge	VISA	Various for workman	104.34
To be paid			
Cornwall Council	CHQ	Rent TVC Office Oct - March	1705.00
Total			
			17472.67
Neighbourhood Plan			
Cemetery Chapel			