



Minutes of a meeting of the **Calstock Parish Council**
held on **Wednesday 14 March 2018**,
in the Albaston Cemetery Chapel commencing at **7.00pm**.

Those present were: -

COUNCILLORS -Cllr Alford, Cllr Greenwood, Cllr Hughes, Cllr Irons, Cllr Kirk, Cllr Latham (Chair), Cllr Letchford, Cllr McLachlan, Cllr Polglase, Cllr Riggs, Cllr Roberts, Cllr Tinto, Cllr Wakem, Cllr Wells, Cllr Woolford.

Miss Sue Lemon, Clerk

Miss Clare Bullimore, Deputy Clerk (minutes).

51/18 **CHAIRMAN'S OPENING REMARKS**

Cllr Latham welcomed everyone and thanked them for attending despite the cold venue. She reminded them that they may be filmed, photographed or recorded. She requested that people speak clearly.

52/18 **APOLOGIES**

Apologies were accepted from Cllr Beech and Cllr Rooker.

53/18 **DECLARATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS**

None

54/18 **PUBLIC PARTICIPATION**

Mr P Thompson was present.

55/18 **APPROVE MINUTES OF LAST COUNCIL MEETING – 14-02-18-18**

Proposal: the minutes be approved.

Proposed: Cllr Roberts, **Seconded:** Cllr Wilkes

Resolution: the minutes were approved unanimously

56/18 **NOTE MINUTES AND ASSOCIATED ACTIONS/ EXPENDITURE/
RECOMMENDATIONS OF COMMITTEE MEETINGS:**

Proposal: all minutes be noted, and associated actions/expenditure/recommendations be approved

- Planning Committee: 14-02-18, 21-02-18 & 07-03-18
- Neighbourhood Plan Committee – 27-02-18
- Personnel Committee – 27-02-18
- Burial Board – 21-02-18

Proposed Cllr Wilkes, seconded: Cllr Roberts

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

57/18 **MATTERS ARISING**



Feedback to the Police

The Clerk had contacted PCSO Jo Addems with the Council's comments about lack of patrols and presence in the Parish. PCSO Addems responded to explain that the surgeries she had been holding were poorly attended and it was felt her time could be used more wisely; she is willing to start surgeries again, but a suitable venue would need to be found as she feels evenings and weekends may bring more people along – Woodland Way was suggested. She has been attending Pearce's with crime reduction advice and every shift a patrol car comes to the Parish – sometimes this is just a drive around due to lack of policing resources and this happens in other areas. The police prioritise areas where there are significant problems.

58/18 NEW CORRESPONDENCE

Calstock Christmas Lights

Sue Bratchley, Secretary of the Calstock Christmas Lights Committee has requested money towards the insurance – delegated to F&GPP.

Albaston Fete

Jan Rackstraw asked to hold the Albaston Fete on the Millennium Green on Saturday 23 June 2018 – unanimous approval for this.

59/18 STANDING ITEM: CLERK'S INFORMATION

The Clerk reminded people that there is Code of Conduct training in Saltash on 26-03-18 and advised as many as possible to go – especially any new Councillors.

60/18 STANDING ITEM: CALSTOCK FLOOD DEFENCE – CONSULTATION REPORT CLLR TINTO AND JULIAN BROOKE-HOUGHTON, ENVIRONMENT AGENCY

Julian Brooke-Houghton was welcomed.

Cllr Tinto reminded people that a consultation had taken place looking at the Environment Agency's (EA) plans. This event was well received and well attended. Cllr Tinto had summarised the feedback into a report that had been disseminated. There was overwhelming support for the river walk and a fair amount of support for the creation of a new habitat (with some concerns raised about mosquitos and sewage). The Bike Show had support although it was not universal.

Proposal: The Parish Council accepts Cllr Tinto's report and circulates it more widely to the public (proposed: Cllr Tinto; seconded: Cllr Wilkes)

Resolution: unanimous support.

Cllr Tinto continued to say that Sheryll Murray had become involved and had attended a second meeting with Cllr Kirk, representatives from the Bike show and parishioners. The Environment Agency were able to explain some changes to the original proposal which were not available on the consultation day. Cllr Tinto feels that this does show that they have been taking on board comments that they have been getting.



Julian Brooke-Houghton explained that the revised plans could not be shared at the consultation day because they involved individual properties and the agency wanted to ensure they had spoken to each individual householder. The new plans would protect the field used by the bike show with only a loss of a small corner.

The riverbank and path were discussed as this is a source of concern for the many who use it. It would not seem that a 'bridge' will be a feasible option but a boardwalk has been suggested. Some money (£40,000) may be forthcoming to be put towards the cost of this but it is unlikely that the Environment Agency will be able to build it and certainly not maintain it; they will be looking to pass the ownership and management of the path onto either the Parish Council or Cornwall Council. Julian said that Cllr Kirk had stated that she would try to ensure Cornwall Council make this permissive path a definitive right of way.

The Environment Agency are hoping to have talks with agencies such as the AONB, Cornwall Wildlife Trust, RSPB about the future management of the habitat; maintaining a nature reserve is not something the EA will undertake. But the creation of a habitat enables funding to be sought.

Cllr Riggs asked whether the amended plans would be available to be publicly viewed but they are not ready yet. Cllr Greenwood raised concern about having to transport materials in if the quality of the existing material is not good enough to build a new bank. Cllr Letchford asked about the liability of the bund if it were to fall down.

The Clerk reminded the Parish Councillors that the Parish Council's precept is £160,000 which has to pay for all work across the whole parish which does not indicate much could be committed to one particular project.

Cllr Tinto rounding the discussion off and acknowledged that there are still a lot of uncertainties and concerns. He thanked Julian for attending.

Proposal/Resolution: The Parish Council continue to work with the Environment Agency, Sheryll Murray MP, and other interested parties to support the general direction the EA is taking, especially as current plans are closer to what the majority of the public wanted (proposed: Cllr Tinto, seconded: Cllr Wilkes; support with one abstention).

61/18 POLICE REPORT

Crime statistics from 14th February 2018 - 14th March 2018, as issued by PCSO Addems:

Misuse of Communications	The Square, Gunnislake	Under Investigation
Common Assault	Tamar Way, Gunnislake	Filed, no suspects
Criminal Damage	Newbridge, Gunnislake	Victim not supporting further action
Misuse of Communications	Woodland Way, Gunnislake	Under investigation
Theft	Coxpark	Filed, no suspects



Theft	Calstock Road, Gunnislake	Under investigation
Theft	White Rocks Park, St Ann's Chapel	Under investigation
Theft	Field at St Ann's Chapel	Victim declines further police involvement
Assault	Carpenter's Arms, Metherell	Under investigation
Assault	Carpenter's Arms, Metherell	Under investigation
Criminal damage	Chapel Street, Gunnislake	Filed, no suspects

62/18 5 DAY PLANNING CONSULTATIONS

None

63/18 NEIGHBOURHOOD PLAN UPDATE

Cllr Latham reported that the NP Project Manager is currently updating the draft document and editing its structure and policy content. She thanked the three councillors who are not members of the NP Committee who turned up to the workshop last week to discuss the draft policies.

64/18 TOILET UPDATE

Nothing to report.

65/18 FOSTERS FIELD

Nothing to report.

66/18 WOODLAND WAY CENTRE

An AGM has been held and there are now several trustees. A meeting was due to take place with Catherine Thompson, but this has had to be rescheduled.

67/18 TAMAR WAY

Work has now been completed so this item can be removed as a standing item.

68/18 CORNWALL COUNCIL REPORT – CLLR KIRK

Land behind Rodda Close

Some portals have appeared on this land which had been on the market for housing development, but development plans were thought to have been abandoned due to contamination.

Sand Lane, Calstock

Cllr Kirk has spoken to Highways about the enormous hole that is in the road

Virtual Pavement

This will be completed once the weather improves

AQMA



Cllr Kirk is no further forward with this issue having tried to speak to Phil Mason and Steve Havers about the contradiction in housing development policy and practice; she was referred back to Eloise Travers from Public Health.

Children and Families

Children and family's services are subject to a scrutiny panel due to high amount of budget cuts.

Walkabout, Woodland Way

Cllr Kirk, PCSO Addems and Kim Williams are due to do a walkabout in Woodland Way.

Bridge View Nurseries

Cllr Kirk reported that the decision is being held up following claims of badger sets on the site being upheld.

69/18 REPORTS FROM MEMBERS REPRESENTING THE COUNCIL

None

70/18 APPROVE ACCOUNTS

Proposal/Resolution: the accounts be approved (found at the end of the minutes) be approved (proposed: Cllr Irons, seconded: Cllr Wilkes; unanimous support)

71/18 PROPOSAL FROM THE PERSONNEL COMMITTEE TO ADOPT THE HEALTH AND SAFETY POLICY

Proposal/Resolution: The Health and Safety Policy, based on NALC's model, be adopted (proposed: Cllr Tinto, seconded: Cllr Wilkes; unanimous support).

72/18 TITHE MAP – CLLR IRONS

The Tithe map requires conservation; Vic and Lynda Harman can arrange for a company in Penzance to look at it and quote for its restoration

Proposal/Resolution: Vic and Lynda Harman to arrange for the company to look at the map and produce a quote for its restoration (proposed: Cllr Irons, seconded: Cllr Wilkes; unanimous support).

73/18 CEMETERY CHAPEL UPDATE

Proposal/Resolution: having withdrawn from the HLF process, a Working Party is set up to look at potential uses for the building and research funding streams available (proposed: Cllr Roberts; seconded: Cllr Wilkes; unanimous support).

Volunteers: JR, CW, DK, JWe, RA, RR, JWa

74/18 IT/GDPR – CLERK AND CLLR LATHAM

The Data Protection Act is being updated and coming into force in May. This will have a huge impact on the IT systems and processes. With regret, it was mutually agreed between the Clerk and Dick Hoile that in view of the extra amount of work that would need to be undertaken to adhere to new procedures a new company is sought. The Clerk has taken advice from other Parish Council who have recommend a company in Truro.



**75/18 CONDUCT AND FILMING DURING MEETINGS –
RECOMMENDATION/ADVICE FROM CALC**

Cllr Tinto explained that filming had come up as a subject when looking at the policy on Social Media. The Public and Press have a right to film meetings without seeking permission. CALC produced guidelines which raised questions such as should the Parish Council film meetings? How do we notify people that they may be filmed? How do we provide a ‘safe space’ for those not wishing to be filmed etc.

Proposal/Resolution: The Personnel Committee draw up some recommendations from the NALC guidelines and report back to full council (proposed: Cllr Tinto; seconded: Cllr Woolford; unanimous support).

76/18 DATES OF FUTURE COMMITTEE MEETINGS

- CWWP – 28-03-18, 6.15pm
- Recreations – 28-03-18, 7.00pm

77/18 URGENT INFORMATION

Some students have asked the Parish Council if they can hold a charity dog walk in Calstock. Details are still being gathered – it was agreed in principle that subject to risk assessments and insurance being in place this should be supported.

The meeting closed at 8.10pm

Signed (Chairman)

Dated



March 2018 Accounts

Mar-18			
<i>Already Paid</i>			
UK Fuels	DD	Pearce's February fuel bill	144.61
Salaries and pensions	TFR	bank transfers – 14 February 2018	7274.72
Cornwall Council	DD	Business rates Toilets Gunnislake	157.00
British Gas	DD	Electric toilets calstock monthly	61.77
Biffa	DD	Waste Collection	55.20
Google	DD	Web site services	2.75
Perfect Pastures	BACS	Grass cutting contract	1372.59
o2	DD	4 X MOBILES	119.00
Voip phone	DD	2 X WORK PHONES	4.80
Ford van leases	DD	Courier and Custom	533.02
South West Water	DD	Calstock Toilets	153.00
South West Water	DD	Gunnislake Toilets	401.50
South West Water	DD	Burial Ground Albaston	13.51
South West Water	DD	St Anns Playing field	5.31
Trewartha Gregory Doidge	VISA	Various for workman	19.73
Cornwall Council	VISA	Salt bin refill x 4	214.52
Francis Carne Assoc	BACS	Dog bin stickers	39.18
GB Tool Hire	visa	Toilet rolls	32.94
Collins of Callington	visa	dish cloths	3.56
LCPAS	PPAL	gdpr packs x 2	60.00
Tavistock Task Force	BACS	Honicombe bus stop hardstanding	395.00
Steve Beresford Foster	bacs	NP Fees CAL2018/1/2	4225.00
Cornwall Council	BACS	GDPR Training	60.00
<i>To be paid</i>			
<i>Total</i>			15348.71
Neighbourhood Plan			
Cemetery Chapel			
Ear Marked reserves			