



Minutes of **Full Council Meeting** of the **Calstock Parish Council**
held on **Tuesday 10 July 2018**,
in the Tamar Valley Centre commencing at **7.00pm**.

Those present were: -

COUNCILLORS -Cllr Alford, Cllr Beech, Cllr Greenwood, Cllr Irons, Cllr Latham (Chair), Cllr Letchford, Cllr Polglase, Cllr Riggs, Cllr Roberts, Cllr Wells, Cllr Wilkes.
Miss Sue Lemon, Clerk
Miss Clare Bullimore, Deputy Clerk (minutes).

165/18 **CHAIRMAN'S OPENING REMARKS**

Cllr Latham welcomed everybody. In line with GDPR and local government legislation; members were reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability) Crime and Disorder; Health and Safety and Human Rights. She asked people to speak clearly and explained that all meetings may be recorded covertly or overtly.

166/18 **APOLOGIES**

Apologies were accepted from Cllr Hughes, Cllr Kirk, Cllr Rooker, Cllr Tinto, Cllr Wakem.

167/18 **DECLARATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS**

None

168/18 **PUBLIC PARTICIPATION**

None

169/18 **APPROVE MINUTES OF LAST COUNCIL MEETING – 12-06-18**

Proposal/Resolution: the minutes be approved (**Proposed:** Cllr Wilkes, **seconded:** Cllr Beech, approved unanimously).

170/18 **NOTE MINUTES AND ASSOCIATED ACTIONS/
EXPENDITURE/RECOMMENDATIONS OF COMMITTEE MEETINGS:**

Proposal/Resolution: all minutes be noted, and associated actions/expenditure/recommendations be approved (proposed: Cllr Wilkes, seconded: Cllr Beech – unanimously supported)

- Planning Committee: 19-06-18 and 03-07-18
- Remembrance Sunday Working Party – 19-06-18
- Neighbourhood Plan Committee – 26-06-18
- Personnel Committee – 19-06-18
- Finance Committee – 26-06-18
- Environment Agency Meeting – 26-06-18
- Burial Board – 03-07-18



171/18 MATTERS ARISING

Section 106 Letter

Cllr Latham’s letter to Cllr Egerton (Cornwall Council) had been sent. Cllr Egerton responded to acknowledge receipt of it and that he has asked Cornwall Council’s Customer Relations Team in Economic Growth and Development to look into it. Sheryll Murray MP had also been sent a copy (amongst others) and sent an acknowledgment of it.

Parish War Memorial

The War Memorial now has listed status.

172/18 NEW CORRESPONDENCE

Zebra Crossing Request

Hannah and Joe Chalk emailed with a request for a zebra crossing near the Gunnislake train station. They had also heard from Paul Allen, Highways, who had suggested trying to garner Parish Council support. The Council felt that it would be difficult to site a crossing near the station because of the road layout, and Wain Homes should be providing a pedestrian crossing from 106 monies – however, they would support in principle a crossing subject to Highways assessing the location and clarifying it would be safe.

South West Water Workshop Report

A report of a workshop held by South West Water has been disseminated.

173/18 STANDING ITEM – CLERK’S INFORMATION/TRAINING

Code of Conduct Training

The Clerk has booked some councillors onto this training; there are still spaces available in Liskeard – please let the Clerk know if you would like to attend.

Steamboat Rally

Ian Richards sent an email thanking the Parish Council for allowing them to hold the rally, they wish to run it again next year on 27/28 July 2019.

LEADER Training

The Clerk and Cllr Latham attended a workshop on LEADER funding – there was the opportunity to apply for this funding but with a very short timescale; Cllr Latham explained to the Council that an Expression of Interest form has been submitted for refurbishment work on the Cemetery Chapel on behalf of the Archives.

174/18 CALSTOCK FLOOD DEFENCE

A meeting was held with Parish Councillors and representatives from the Environment Agency to find out more information. A Calstock Waterfront Working Party meeting will be held on 17 July 2018 and this will be discussed then.

175/18 POLICE REPORT

PCSO Jo Addems sent the following report for the period 12 June 2018 – 05 July 2018:

| | | |
|-------------------------|----------------------------|-------------------------------------|
| Common assault | Bealswood Road, Gunnislake | Victim Not supporting Police Action |
| Misuse of Communication | Russell Close, Gunnislake | Under investigation |



| | | |
|------------------------------------|------------------------------------|---------------------|
| Common assault | Double White Rise, St Ann's Chapel | Charged |
| Burglary | St Ann's Chapel | Under investigation |
| Criminal damage to property | Hoopers Lane, Gunnislake | Filed, no suspects |
| Criminal damage to property | Station Road, Gunnislake | Filed, no suspects |
| Attempted burglary | Woodland Way, Gunnislake | Filed no suspects |
| Unnecessary suffering to an animal | The Quay, Calstock | Filed no suspects |
| Burglary to non-dwelling | Delaware Pre-school | Under investigation |
| Common assault | Commercial Street, Gunnislake | Under investigation |
| Criminal damage to vehicle | Commercial Road, Calstock | Filed, no suspects |

PCSO Addems also wrote that she is hoping to run surgeries from a mobile unit and be able to reach more rural locations. Cllr Latham asked Cllr Wilkes if the Cox Park area would be interested in using such a service – he will ask around.

Cllrs Beech and Greenwood noted that some young people are causing concern in Gunnislake (and beyond); police have been alerted and further incidents should be logged with the police.

176/18 STANDING ITEM – 5 DAY PLANNING CONSULTATION

None

177/18 STANDING ITEM – NEIGHBOURHOOD PLAN UPDATE

The NDP is with the Consultant for final tweaking and will be presented at the next NDP Committee meeting (24 July 2018) for – hopefully – their formal approval that it can be recommended for public consultation.

178/18 STANDING ITEM – TOILETS UPDATE

Nothing to report.

179/18 STANDING ITEM – FOSTERS FIELD

Nothing further to report.

180/18 STANDING ITEM: WOODLAND WAY CENTRE UPDATE

The outstanding £40,000 has still not been forthcoming.

181/18 STANDING ITEM – CORNWALL COUNCIL REPORT – REPORT SENT IN BY CLLR KIRK



Newbridge Hill

The work on the bulging wall on Newbridge Hill may start in the school holidays and could take 6 to 8 weeks to complete as the wall has to be rebuilt, Cllr Kirk has been assured it will be in keeping with its surroundings.

Cllr Kirk has contacted Tim Jones of Devon County Council re the inspection of Newbridge scheduled for last December, but so far has had no reply.

Bridge View Nurseries

The Bridge View Nurseries application was recommended for approval by the planning officer. Cllr Kirk has sent it to committee on the planning grounds that there is no possible mitigation of the effect of yet more traffic on to the A390 and the air quality problems of Gunnislake. The Parish Council approved this scheme, so they may wish to have a representative at the planning committee meeting on the 23rd of July.

The Clerk explained to members that this will be an agenda item on next week's Planning Committee for information only - Cllr Roberts urged the Councillors to make sure somebody makes representation.

Community Chest

Cllr Kirk is allocating £500 of her Community Chest to Delaware Pre-school, who are wanting to create IT facilities for the children.

Road Safety, St Ann's Chapel

Cllr Kirk has highlighted the problems of road safety in St Ann's Chapel to Steve Foster, Localism officer for the Caradon Neighbourhood Network and has asked him to put this on the priority list for the new neighbourhood funding for road improvements. She has discovered the original plan for St Ann's Chapel and the A390, drawn up in the early 2000s, was due to provide 2 roundabouts and turning right lanes.

Road signs

Cllr Kirk requested "Caution, concealed entrance" signs for Higher and Lower Tamar Terrace, but was told they were not legal.

182/18 STANDING ITEM – REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR AT MEETINGS OF OTHER ORGANISATIONS

Cllr Beech attended the Delaware Preschool's sports day and the Albaston fete where the preschool was present – some money was raised at both events.
Cllr Latham had attended a PPMLC meeting.

183/18 STANDING ITEM – APPROVE ACCOUNTS

Proposal/resolution: to approve the accounts (proposed: Cllr Wilkes, seconded: Cllr Wilkes – unanimous). Accounts can be found at the end of the minutes.

184/18 PLAYBOAT AND WOOD CHIPPINGS



CLlr Polglase reported that a girl had fallen from a tree in the playboat area and after some discussions with parents a request has been made that some of the lower branches of the tree be chopped off and wood chippings be placed around the base. **Proposal/Resolution:** this work be carried out (proposed: Cllr Wilkes, seconded: Cllr Polglase).

185/18 **RECOMMENDATION FROM THE PERSONNEL COMMITTEE THAT THE SOCIAL MEDIA POLICY IS APPROVED**

Proposal/resolution: - the social media policy be approved (proposed: Cllr Roberts – unanimous).

186/18 **RECOMMENDATION FROM THE PERSONNEL COMMITTEE THAT THE PROCEDURE FOR DEALING WITH THE PRESS AND MEDIA POLICY IS APPROVED**

Proposal/Resolution: The Procedure for dealing with the press and media policy is approved (proposed Cllr Roberts – unanimous).

187/18 **COMMUNITY NETWORK HIGHWAYS SCHEME**

The Clerk will disseminate some information on this. Please could you look at it and any ideas you have for your ward send through to the Clerk's Office by Monday 16th July 2018.

188/18 **STAFFING MATTERS**

As there were no members of the public or press present, the Clerk and Deputy Clerk left the room and the item was discussed.

Proposal/resolution: following a recommendation from Personnel/Finance Committee it was proposed that the staff salaries are increased in line with inflation, backdated to April and staff appraisals will be delayed until January 2019 to be in line with the pay deal due in April 2019 (salary scales are recommended by NALC). – proposed: Cllr Wells, seconded: Cllr Wilkes – unanimous.

Proposal/resolution: following a recommendation from the Personnel Committee it was proposed that the office hours will change and be open from Tuesday 3.00pm-6.00pm and Wednesday from 2.00pm – 5.00pm with a proviso that emails and any subsequent urgent matters will be dealt with from home or the office – proposed: Cllr Latham; seconded: Cllr Beech – unanimous.

189/18 **DATES OF FUTURE COMMITTEE MEETINGS:**

CWWP – 17-07-18, 6.00pm, Tamar Valley Centre
Planning Committee – 17-07-18, 7.00pm, Tamar Valley Centre
Neighbourhood Development Plan Committee – 24-07-18, 6.00pm, Tamar Valley Centre
Cemetery Chapel Working Group – 07-08-18, 5.30pm, Tamar Valley Centre (meet)
Planning Committee – 07-08-18, 7.00pm, Tamar Valley Centre.

190/18 **URGENT INFORMATION**



It was reported that the new website is looking good but there are a couple of things on it that are incorrect e.g. councillors' addresses. Please could members let the Clerk's Office know if they notice anything so that the website company can address them.

The meeting closed at 7.55pm

Signed (Chairman)

Dated



July 2018 Accounts

| Jul-18 | | | |
|------------------------------|------|---------------------------------------|----------|
| UK Fuels | DD | Pearce's June fuel bill | 220.24 |
| Salaries and pensions | TFR | bank transfers – 11 May 2018 | 7482.74 |
| Cornwall Council | DD | Business rates Toilets Gunnislake | 162 |
| Cornwall Council | DD | Business rates Toilets Calstock | 141 |
| Cornwall Council | DD | Business Rates Car Parks Gunnislake | 126 |
| Cornwall Council | DD | Business Rates Car parks Harrowbarrow | 156 |
| Cornwall Council | DD | Business Rates car parks Calstock BR | 105 |
| Cornwall Council | DD | Business Rates TVC Office | 108 |
| British Gas | DD | Electric toilets calstock monthly | 28.53 |
| EDF | visa | Electric gunni pavillion 1/4ly | 27.33 |
| EDF | DD | Electric workshop 1/4ly | 44 |
| EDF | DD | Public lighting Calstock | 345.27 |
| EDF | DD | Public lighting Gunnislake | 98.14 |
| Biffa | DD | Waste Collection | 98.74 |
| Biffa | BACS | Dog bin collection yearly | 3088.8 |
| Google | DD | Web site services | 2.75 |
| Perfect Pastures | BACS | Grass cutting contract | 1372.59 |
| o2 | DD | 4 X MOBILES | 99.25 |
| Voip phone | DD | 2 X WORK PHONES | 4.8 |
| Ford van leases | DD | Courier and Custom | 533.02 |
| South West Water | DD | Calstock Toilets | 153 |
| South West Water | DD | Gunnislake Toilets | 401 |
| South West Water | DD | St Anns Playing field | 16.7 |
| South West Water | DD | Burial Ground Calstock | 15.63 |
| South West Water | DD | Burial ground albaston | 14.18 |
| South West Water | visa | Gunnislake pavillion | 14.97 |
| J Pote | BACS | Grass cutting Harrowbarrow | 200 |
| HMRC | BACS | paye NI | 4627.38 |
| Calstock Xmas Lights Grant | BACS | Grant | 250 |
| Gunnislake Community Matters | BACS | Grant | 400 |
| Farm Signs | visa | Signs for footpaths | 43.74 |
| Seadog IT | BACS | Final payment website/domain | 877.5 |
| Greenhams | visa | toilet rolls | 144.34 |
| Trewarths | visa | Round up | 49.99 |
| GB Toolhire | visa | toilet rolls urinal blocks | 48.25 |
| John smith tyres | visa | 2 x tyres for van | 118 |
| Survey Monkey | visa | annual plan renewal | 408 |
| All clear pest control | visa | wasp nest Calstock cemetery | 95 |
| Tavy signs | visa | signs in playpark gunnislake/quay | 150 |
| PHS Group | VISA | 2 X Sanitary disposal yearly contract | 77.76 |
| Neighbourhood Plan | | | |
| Cemetery Chapel | | | |
| Ear Marked reserves | | | |
| | | | 22349.64 |