



Minutes of **Full Council Meeting** of the **Calstock Parish Council**
held on **Tuesday 09 July 2019**,
in the Tamar Valley Centre commencing at **7.00pm**.

Those present were: -

COUNCILLORS – Cllr Alford, Cllr Beech, Cllr Greenwood, Cllr Irons, Cllr Kirk, Cllr Letchford, Cllr Polglase, Cllr Riggs, Cllr Roberts, Cllr Tinto, Cllr Wakem (Chairman), Cllr Warwick, Cllr Wells, Cllr Woolford.

Miss Clare Bullimore, Deputy Clerk (*minutes*).

CHAIRMAN'S OPENING REMARKS

Cllr Wakem 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; Crime and Disorder; Health and Safety and Human Rights. He asked people to speak clearly and explained that all meetings may be recorded covertly or overtly.

158/19 APOLOGIES

Apologies were received from Cllr Wilkes and Cllr Savage (working), Cllr Hughes (poorly – apologies arrived after start of meeting).

159/19 DECLARATIONS & DISPENSATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS

Cllr Wells drew attention to agenda item 25 and explained that he is not involved in this.

160/19 PUBLIC PARTICIPATION

Ben Williams from the Tamar Inn explained he has been in contact with the licensing officer in Cornwall Council about the use of the Village Green and in order to have an appropriate licence he requires support from the Parish Council. It was agreed that an Extraordinary Council Meeting will be held next Tuesday to discuss this and the Ward Members for Calstock will research this issue.

161/19 APPROVE MINUTES OF LAST MEETING – 11-06-19

Proposal/Resolution the minutes be approved (proposed: Cllr Roberts, seconded: Cllr Wells – unanimous).

162/19 NOTE MINUTES AND ASSOCIATED ACTIONS/EXPENDITURE/RECOMMENDATION OF COMMITTEE MEETINGS:

Proposal/Resolution: The Parish Council note the minutes and associated actions, expenditure and/or recommendations of the following Committee Meetings en bloc (proposed: Cllr Tinto, seconded: Cllr Wells – unanimous):

- Planning Committee – 18-06-19 & 02-07-19
- Recreation Committee – 02-07-19
- Neighbourhood Development Plan Committee – 11-06-19
- Environment and Climate Emergency Working Party – 11-06-19



163/19 MATTERS ARISING

Council Vacancy
Moved to Part 2

164/19 NEW CORRESPONDENCE

Richard Walker – an email had been received thanking the Parish Council for use of the field to camp in overnight.

Cormac Street Trading Consultation – information has been disseminated about this.

Chloe Hunn Memorial Cup – Ben Williams spoke about using the field at Calstock for a charity match and BBQ to raise funds for St Luke’s – unanimously approved. Ben handed in a risk assessment.

165/19 STANDING ITEM - CLERK’S INFORMATION/TRAINING

Personnel Committee – The Deputy Clerk told the Council that Cllr Roberts has been elected Chair on the Personnel Committee, following Cllr Tinto’s decision to step down from this Committee.

Code of Conduct – information has been disseminated about the Code of Conduct training being run across the County.

166/19 STANDING ITEM - CALSTOCK FLOOD DEFENCE – CLLR TINTO

The Deputy Clerk reported that the Environment Agency are submitting a new application to try to address some of the conditions. Rosemary Teverson has been appointed as the new Chairman of the Flood Partnership and it is hoped that a Parish Councillor will be attending future meetings.

167/19 STANDING ITEM – POLICE REPORT

PCSO Addems sent through a report on recorded crimes and incidents. No comments were made.



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Crimes Recorded - 12/06/2019 to 07/07/2019 - Calstock

Offence	Recorded Crime 12/06/2019 to 07/07/2019	Recorded Crime 12/06/2018 to 07/07/2018	Recorded Crime % Difference
Violence with Injury	6	1	500.0%
Violence without Injury	1	3	-66.7%
Other Sexual Offences	1	1	0.0%
Burglary Dwelling	0	1	-100.0%
Burglary Non-Dwelling	0	2	-100.0%
Vehicle Offences	0	1	-100.0%
Other Theft	0	4	-100.0%
Criminal Damage	4	4	0.0%
Public Order Offences	1	0	-
Other Offences	1	0	-
Total	14	17	-17.6%

Non Notifiable Offences | 0 | 1 | -100.0%



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Incidents Recorded - 12/06/2019 to 07/07/2019 - Calstock

Incident Closing Category	Incidents - 12/06/2019 to 07/07/2019	Incidents - 12/06/2018 to 07/07/2018	Incidents % Difference
Anti Social Behaviour	9	3	200.0%
Crime Recorded	6	6	0.0%
Public Safety	10	19	-47.4%
Transport	8	4	100.0%
Total	33	32	3.1%

168/19 STANDING ITEM – 5 DAY PLANNING CONSULTATIONS

None.

169/19 STANDING ITEM: NEIGHBOURHOOD DEVELOPMENT PLAN UPDATE

Cllr Tinto reported that the SEA has not been sent back yet and the Committee have just had some training on public engagement including conflict resolution. Dates are being put together for the sessions.

170/19 STANDING ITEM: TOILETS UPDATE

Nothing to report.

171/19 STANDING ITEM: FOSTERS FIELD UPDATE

Helen Fincham reported that this will be brought to the Devolution Board on 23 July 2019 – she will liaise with the Clerk as she must submit a report and wants to include mining issues.

172/19 STANDING ITEM: CORNWALL COUNCIL REPORT – CLLR KIRK

Cornwall Council Purchase of Properties – Cllr Kirk reported that 22 properties at the Wain Homes site in St Ann’s Chapel have been purchased by Cornwall Council (this is in addition to the 5 that have previously been purchased).

Demonstration – protestors have been holding a demonstration in Cornwall Council offices about the overdevelopment of Cornwall.

Newbridge Hill – work has now started – the road will be closed overnight for 2 weeks commencing on 04-09-19.

Allowances – The allowance for Cornwall Council Chairs and Vice Chairs has increased.



173/19 **STANDING ITEM: REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR AT MEETINGS OF OTHER ORGANISATIONS**

Cllr Beech – visited the DCLC who had invited a member of Cornwall Council education directorate to visit. They were assured that the pre-school is doing well and would not receive a negative OFSTED report. Dimson Day nursery has closed with immediate effect following an inspection. Cllr Roberts – Kit Hill Advisory Group – a demonstration was given about Geo Caching. There was also discussion about swaling and grazing.

174/19 **STANDING ITEM: FUTURE USE OF THE RIFLE VOLUNTEER**

Nothing to report.

175/19 **STANDING ITEM: APPROVE ACCOUNTS**

Proposal/resolution: to approve the accounts (proposed: Cllr Woolford, seconded: Cllr Greenwood – one abstention from Cllr Tinto who feels they are not informative enough).

176/19 **SERIOUS OUTDOOR SKILLS SIGNAGE**

Postponed.

177/19 **EMAIL OPTION – IT CONSULTANT, DICK HOILE**

Dick Hoile explained to the council that he does not feel the Council are currently complying with GDPR or Freedom of Information Act procedures. Although Parish Councils are exempt from GDPR he considers it good practice to follow guidelines. Several options of better email storage/retrieval were explained by Mr Hoile.

Proposal/resolution: to purchase a separate email storage application that would be installed on our local server (backed up to the cloud). This will automatically receive and store copies of all Council emails for retention and searching. This will involve the use of a nonstandard product with its associated risks, maintenance and training requirements. In addition, to route all emails to the Council's Proper Officer for review. This option would incur an initial one-off cost of £700 and administrative time to extract emails as required (proposed: Cllr Wells, seconded: Cllr Warwick – 8 in favour, 3 objections, 3 abstentions).

178/19 **PARISH COMPOST BIN, CLLR ROBERTS**

Cllr Roberts suggested a Parish Compost Bin is installed for all community members to use on the allotments. Some concern was raised about whether this would encourage the dumping of other items and the inaccessibility of the allotments which would make it difficult to monitor.

Action: to defer to the Amenities Committee.

179/19 **CITIZEN OF THE YEAR AWARD – CLLR WAKEM**

It was agreed to request nominations from members of the public for this. It would be widely publicised in February for a March deadline, a recommendation be made to the Council from the Chairman in April and the presentation be given at the Parish Meeting in May.

180/19 **MOTION: TO APPROVE PAYMENT TO PETHICK'S BUILDERS FOR NEXT TRANCHE OF PAYMENTS FOR WORK ON ALBASTON CHAPEL (£4000)**

Proposal/Resolution – to pay Pethicks General Builders £4000 for the next instalment of work (proposed: Cllr Roberts, seconded: Cllr Alford – unanimous).



181/19 RECOMMENDATION AND MOTION FROM NDP COMMITTEE TO AMEND THE NEIGHBOURHOOD DEVELOPMENT PLAN TO REMOVE HP4 AND REDUCE THE BASELINE HOUSING ALLOCATION TO REFLECT THE NUMBER OF PLANNING APPROVALS IN CALSTOCK PARISH SINCE 01-04-18 WHICH EXCEEDS 45 – CLLR TINTO

Cllr Tinto explained that since the Parish Council approved the draft NDP in August last year, there have been a number of approvals for planning applications. Another councillor questioned whether the numbers cited in the NDP would be adjusted accordingly. The NDP Committee agreed that the numbers should be reduced and moved to take out the allocated sites which would have allowed for 45.

Cllr Roberts countered this by suggesting that each application should be taken on a case by case basis and that the Homechoice Register does not reflect all those who wish to live in the Parish – especially those who grew up here but are not registered with Homechoice. Cllr Roberts felt the HP4 policy should remain in the Plan, as agreed, and should be debated during the public consultation for the public to decide. There followed a debate on the issues.

Proposal/Resolution: The Neighbourhood Development Plan is amended to remove HP4 and reduce the baseline housing allocation (proposed: Cllr Tinto, seconded: Cllr Riggs – 7 in favour, 4 objections, 3 abstentions).

182/19 ST ANN’S CHAPEL PLAY PARK EQUIPMENT

Mrs Wells spoke to the Council and explained that the St Ann’s Chapel Community Group have raised money towards play equipment at St Ann’s Chapel. They have recently raised nearly £4000 through the Tesco blue badge appeal.

Proposal/Resolution: two items of equipment (HMS Dartmouth and a swing) will be purchased and allowed to be placed in the recreation field (proposed: Cllr Wakem, seconded: Cllr Greenwood – unanimous).

Cllr Wakem congratulated Mrs Wells on her and the Community Group’s efforts. Cllr Kirk said that she will send the group a Community Chest application form for a ‘Springer’ as they will have the match funding required for this to be granted.

183/19 DATES OF FUTURE COMMITTEE MEETINGS

- Environment and Climate Emergency Working Party, 16-07-19, 5.45pm
- Extraordinary Council Meeting, 16-07-19, 6.45pm
- Planning Committee, 16-07-19, 7.00pm
- Amenities Committee, 23-07-19, 6.30pm
- Calstock Waterfront Working Party, 23-07-19, 7.00pm
- Neighbourhood Development Plan Committee, 13-08-19, 6.00pm

The meeting closed at 2045

Signed (Chairman)

Dated



June 2019 Accounts

	Jun-19		
UK Fuels	DD	Pearce's May fuel bill	181.36
Various	BACS	Salaries and transfers	7226.23
Cornwall Council	DD	Business rates Toilets Gunnislake	166
Cornwall Council	DD	Business rates Toilets Calstock	142
Cornwall Council	DD	Business Rates Car Parks Gunnislake	133
Cornwall Council	DD	Business Rates Car parks Harrowbarrow	160
Cornwall Council	DD	Business Rates car parks Calstock BR	106
Cornwall Council	DD	Business Rates TVC Office	110
HMRC	BACS	PAYE & NI	1752.04
Biffa	DD	Waste Collection	67.14
Google	DD	Web site services	2.75
Google	DD	Web site services	86.94
Perfect Pastures	BACS	Grass cutting contract	1372.59
J Pote	BACS	Grass cutting contract	200
o2	DD	4 X MOBILES	101.5
British Gas	DD	Electric at Calstock toilets monthly	41.01
Voip phone	DD	2 X WORK PHONES	4.8
Voip phone	DD	Top up	10
Ford van leases	DD	Courier and Custom	533.02
New van lease	DD	INITIAL payment	745.5
South West Water	DD	Calstock Toilets	90.5
South West Water	DD	Gunnislake Toilets	321
South West Water	DD	St Anns Playing field	5.64
South West Water	DD	Burial Ground Albaston	13.65
South West Water	visa	Pavillion Bealswood Road	14.41
Seadog IT	BACS	WEBSITE HOSTING	25
Trewarthas	visa	various for workmen	170.47
Greenhams	BACS	pine disinfectant	18.82
Greenhams	bacs	hand wash	12.31
Richard Hoile	BACS	hrs IT consultant	206.25
Viking	visa	cctv signs, ink, stamp	137.55
Rilatos Business Solution	bacs	Finance IT support licence	145.2
PSP Insurance	visa	new van insurance	581.96
PSP Insurance	BACS	Van insurance WD16 DLV	502.4
Broxap	visa	Goal posts for st Anns FC	876
Paragon	bacs	tickets for gunnislake car park	288
on line playgrounds	BACS	black wet pour cement	111.6
Pethicks Builders	bacs	1st Payment for Cemetery Chapel	4000
Underhills	bacs	Pontoon repairs	14545
			35207.64
Neighbourhood Plan			
Cemetery Chapel			
Ear Marked reserves			