

**Supplementary Notes to accompany the Agenda for the Meeting on Wednesday 6<sup>th</sup> September, 2017 at Widegates Reading Room at 7.30 pm of Morval Parish Council.**

**Present:**           **Chair:**                   T. Chudleigh  
                  **Vice-Chair**               J. Kitson  
                  **Parish Councillors:**   R. Dennis,       P. Harding,       G. Tamblyn,       S. Hutchins,       P. Taroni,  
  C. Pearn,        B. Matthews,     V. Olver  
                  **Cornwall Councillor:** R. Pugh  
                  **PCSO:**                   PCSO Dave Billings

**Short Presentation by Environmental Services** – please note that this has been cancelled due to the number of items on the agenda and therefore the length of time that this meeting might take. It has been re-arranged for the October meeting.

1. **Apologies:**
2. **To receive** a) any declarations of interest or b) details of any gifts or hospitality received:       *Members should declare any interest in items on the agenda here and are reminded that, unless they have been granted a dispensation, if they have a disclosable pecuniary interest in any matter as defined by regulations made by the Secretary of State, they may not participate in any discussion of or vote on the matter.*
3. **To receive** details of agreed dispensations and dispensation requests.
4. **Minutes:**       **To resolve** that the minutes of the Parish Council meeting held on the **5<sup>th</sup> July, 2017 at 7.30 pm**, having been previously circulated, be taken as read, approved and signed by the chair as a true and accurate record of the meeting.  
Proposed by                   seconded by                   and agreed by
5. **Report from Devon and Cornwall Constabulary:**
6. **Report from Cornwall Councillor Pugh:**
7. **Public Participation:**   *The Chair will limit this Item to 10 minutes. This is the only point on the Agenda where members of the public are permitted to speak about items on the agenda unless pre-arranged with the clerk and Chair.*
  - 7.1: **Parish Area Play Group**
8. **Planning:**       **To consider** all matters relating to planning including applications received after the agenda is printed if time allows for their appropriate display within the parish.
  - 8.1: **PA17/03339: For information:       Approved:**       Conversion and extension of barns and external works (revised design to PA10/07982) at Great Tregastick, Tregastick Lane, Widegates.
  - 8.2: **PA17/03516: For information:       Approved:**       Listed Building Consent for conversion and extension of barns and external works (revised design to PA10/07982) at Great Tregastick, Tregastick Lane, Widegates.
  - 8.3: **PA17/01700/PREAPP: For information:       Closed** – pre-application advice given re: proposed residential development and new access at land opposite Harding Meadow, Widegates.
  - 8.4: **PA17/05300: For information:       Approved:**       Change of use from pasture land to equestrian and construction of stables and a supporting barn at land South of The Chalet, Lower Wringworthy Farm, Morval
  - 8.5: **Terras Crossing:**                   **To receive** an update on this matter.
  - 8.6: **PA17/05908 (alternative reference: PP-06161740): To discuss** a concern raised by a resident about this application which does not fall within the parish boundary but may have a knock on effect to the parish from a transport aspect and **to agree** any further action required. Outline planning application (means of access to be considered in detail) for the development of up to 100 dwellings (including 50% affordable housing - Use Class C3), Care / Extra Care Home (Up to 50 beds - Use Class C2), associated access, parking, infrastructure (including retaining structures), landscaping and open space at Land On The East Side Of Barbican Road East Looe
  - 8.7: **PA17/04407: To discuss and to agree** a response for this planning application and **to receive** the content of an email received by the clerk from Hastoe Housing:                   Erection of 19 dwelling (10 affordable units and 9 open market units) new vehicular access, estate road, associated car parking and garden area at land opposite Hill House, 1 Lydcott Close Widegates
  - 8.8: **PA17/06940: To discuss and to agree** a response for this planning application:                   All weather sand school at The Stables, Morval

**9. Finance: To reconcile financial records and authorise payments to be made.**

**9.1: Tables for information:**

**9.1.1:** The following payments were made during July:

Chq No.	Details	Amount
100908	Andrew Chudleigh – maintenance contract for Widegates Green for May 2017	45.90
100909	Clerk’s expenses during June 2017	135.40
100910	Cornwall Council – clerk’s salary for June 2017	611.65
<b>Total amount:</b>		<b>£792.95</b>

**9.2: Bank reconciliation: For information:**

<b>Finance Summary and Reconciliation for the period 19<sup>th</sup> June 2017 to 18<sup>th</sup> August 2017</b>	
£	
Accounts record balance as at 19 <sup>th</sup> June. 2017:	34,268.57
- Expenditure:	792.95
	-----
Accounts record balance as at 18 <sup>th</sup> Aug. 2017	33,475.62
Held in investment accounts	30,000.00
	<u>63,475.62</u>
Balance shown on bank statement - 19 <sup>th</sup> June to 18 <sup>th</sup> Aug.	33,593.62
- cheques not cashed:	
100888	118.00
Held in Scottish Widows account	30,000.00
	<u>63,475.62</u>

**9.3: Payment Authorisations: To authorise payments as detailed below for payment during September 2017. Proposed by \_\_\_\_\_, seconded by \_\_\_\_\_ and agreed by \_\_\_\_\_**

Details	Amount
Andrew Chudleigh – maintenance contract for Widegates Green for June 2017	45.90
Cornwall Council – clerk’s salary for July 2017	611.65
Clerk’s expenses during July/August 2017	28.30
Metherell Gard – printing of application PA17/04407 see item 9.4.4	30.00
Reading Room Committee – additional hire see item 9.4.4	10.00
<b>Total amount: £725.85</b>	

**9.4: All other financial matters:**

**9.4.1: Budget Monitoring Summary: For information:** Copies of the budget summary have been made available to each councillor and the public, marked as 9.4.1. Council should note that stationary costs have gone over budget and with the current plans for public consultation it is likely that this line will be substantially over budget by the end of the financial year.

**9.4.2: Audit: For information:** The external audit has been completed with no untoward incidents or suggestions having been made. The clerk has published the relevant documentation as required.

**9.4.3: Scottish Widows Account: To receive** details of the change to the account held with Scottish Widows.

**9.4.4: Delegated Authority: To receive** details of a decision made by the clerk using delegated authority that will have a small financial cost attached to it.

**9.4.5: Laptop Computer: For information:** The laptop is becoming increasingly more difficult to use due to its age and condition and Council should be mindful that it might need to include a figure for the purchase of a new one in its next budget.

**9.4.6: Poppy Wreath: To agree** how much is to be spent on this year’s wreath and **to agree** which wreath to order for the agreed spend.

**9.4.7: Election Costs: For information:** The clerk has received notification that the invoice for the costs of the recent Parish Council and Cornwall Council elections will be raised towards the end of September.

- 10: Correspondence/reading material received by the clerk since the last Meeting, to include additional sheet detailing correspondence received since the agenda was delivered. Correspondence will be available for reading at the meeting:**
- 10.1: Contained in the reading file: For information:**
- **Communities and Devolution Planning Newsletter x 2:**
    - Consultation on Planning Policy Documents 2017 – residents survey to be found at [www.cornwall.gov.uk/planningpolicyconsultations](http://www.cornwall.gov.uk/planningpolicyconsultations) or by telephone 0300 1234 151.
  - **Localism: Town and Parish Council Update x 2**
  - **Calc monthly newsletter** – includes legal topics for:
    - Protection of Ownerless Land and Village Greens (agenda item 15.1)
    - Reform of data Protection Legislation (agenda item 12.1.1)
    - Where next for Localism (agenda item 10.4)
    - Beyond Cover – news from Cornwall Fire, Rescue and Community Safety Service
- 10.2: North Cluster Update: To receive** an update from this Group surrounding Public Footpath and Street Cleaning agreements with Cornwall Council and **to agree** any further action.
- 10.3: Boundary Review: To receive** details contained in a report from CALC on this matter and **to agree** any further action required.
- 10.4: Localism: To receive** an update on Localism from NALC and **to agree** any further action required.
- 11: Forward Planning: For information:** This document has been updated and made available to councillors and members of the public.
- 12: Matters from the Clerk for discussion: Including correspondence received since the agenda was printed. Extra attachment will form part of the minutes.**
- 12.1: Reform of Data protection Legislation:** Following the recent legal training attended by the clerk and Councillor Taroni, and the Legal Briefing about this matter received from NALC, the Council and the clerk need to begin the process of putting into place all that is required to ensure that the Council complies with the General Data Protection Regulations which are coming into force in May 2018.
- 12.1.1: The Law is Changing: To ensure** that the Council and all of its councillors are made aware of this.
- 12.1.2: Auditing and Documenting the personal documentation held: To agree** any extra resources to allow this work to begin.
- 12.2: Citizens Advice – Rural Connectivity 2017: For information:** The clerk has completed the questionnaire received from this organization as it was simple enough to complete and because the deadline to return it was before the date of the September meeting.
- 12.3: The Outlook Magazine: For information:** The clerk is beginning to experience difficulties in obtaining the Council’s copy of the magazine despite it being one of the criteria agreed by the Council for agreeing the grant awarded for it – “The clerk should be emailed a copy of each edition that is printed”.
- 12.4: Standards Committee: For information:** Cornwall Council is looking to recruit new members to the Standards Committee. Details have been made available to the public via the notice boards, and this meeting and councillors have received details with the agenda marked as 12.4.
- 12.5: Clerk’s Resignation: To receive** this and **to agree** any further action required.
- 13: Battle’s Over: To receive** a brief update on progress made with finding the beacon to be used for this event and **to agree** any further action required.
- 14: Public Consultations: To discuss** the feedback given to the following recent public consultations and **to agree** any further action required:
- 14.1: Potential Uses for the Telephone Boxes:**
- 14.2: Neighbourhood Watch Scheme:**
- 14.3: Change to usual service number 73 bus route:**
- 14.4: Street Lighting for the Moorview Estate:** (Estate residents only)
- 15: Land Ownership: To receive** any updates on these two matters and **to agree** any further action required.
- 15.1: Land at Leyland: For information:** The clerk has not managed to obtain the additional documents as agreed at the last meeting due to changes to the Land Registry site.
- 15.1.1: NALC Legal Topic: To receive** details of this topic received from NALC and **to agree** any further action required.
- 15.1.2: To discuss** the information received from Cormac about its volunteer scheme and **to agree** any action required.

- 15.2: Car Park adjacent to the Reading Room:** To discuss any response received from Cornwall Council about potential ways to reduce the problem that some residents face and to agree any further action required.
- 16. Widegates Green:** Following a reminder of what was suggested by Cormac at a meeting held for the Green on the 22<sup>nd</sup> July **2015** as detailed in the old report of that meeting marked as 16 and included with the agenda, to discuss and to agree what materials will be used for the fencing and handrail and how far across the Green the fencing should be erected so that the clerk can inform the Property Asset Department as required and arrange for a tender notice for the work agreed to be advertised.
- 17. St. Martin's Road/Sandplace Road Junction:** To receive any response to the letter sent on the Council's behalf to Andrew Stevenson, Head of Highways and Infrastructure.
- 18. Road Traffic Order:** To discuss the document included with the agenda marked as 18 and following any advice received from the Highways Department to agree any further action required. Please note the comments made in red on the document are those provided by Highways.
- 18.1: Trenode School Area:** Council should note that a concern has been received by the clerk (12<sup>th</sup> August) about the dangers created by the parking at Trenode School. It may wish to consider this when prioritising matters it would like included in any RTO that it agrees.
- 18.2: Barbican Development as detailed under agenda item 8.5:** Council should note that a concern has been received by the clerk about potential knock on effects to the roads in the parish should this application be approved. It may wish to consider this when prioritising matters it would like included in any RTO that it agrees.
- 18.3: Speed on the Main Morval Road:** To receive Cormac's advice on the speed of the traffic along this road in response to a request from the clerk for clarification from it about incidents reported as having happened there. It may wish to consider this when prioritising matters it would like included in any RTO that it agrees.
- 19: Superfast Broadband: For information:** Sheryl Murray MP has sent a copy of an email that she has received recently from the Superfast Rollout Team explaining that they had expected the contract for the next part EU funded programme to be completed by the end of March. Due to a delay in the signing, the Team now expects it to be done by the end of August.
- 20. Shortacross Housing Estate:** To receive any update on the lighting for this estate.
- 21. New Business:** Members should note that no item/motion will be moved at a meeting unless it has been included on the agenda and the mover has given written notice of its wording to the clerk at least 7 clear working days before the meeting as per Council's agreed Standing Orders.
- 21.1: Parking at Trenode School:** To receive a concern received from a resident about the parking at Trenode School and to agree any further action required.
- 21.2: Parish Area Play Group:** To receive legal advice and to agree any action required as a result of the report provided by the representative of this Group during the public time.
- 21.3: Waste Collections:** To agree a response for the Waste Consultation being carried out by Cornwall Council that can be passed to CALC who are representing Parish and Town Councils in this consultation process.

**Date and Time of next Council Meeting: 7.00 pm at the Reading Room, Widegates on Wednesday 4<sup>th</sup> October, 2017**

There being no further business, the meeting closed at

**Wednesday 6<sup>th</sup> September, 2017**

**Agenda Item 12: Additional matters from the Clerk for Discussion** including correspondence and planning applications received since the Agenda was printed with an additional sheet giving details of such items being available at the meeting. This extra attachment will form part of the minutes for the meeting to be held on **September 6<sup>th</sup>, 2017:**

**12.6: Reading File: For information:** The following documents have been received after the agenda was printed and are available in the reading file:

- CALC Monthly newsletter

**12.7: St Wenna Xmas Tree Festival: For information:** An email has been received giving brief details of this year's event. This matter will be included on the October agenda for discussion.

**12.8: Public Consultation being held by Grace Community Church: For information:** This is being held at Grace Community Rooms on Saturday 7<sup>th</sup> October from 9.30am to 12 noon to offer the community the opportunity to informally view its proposed plans for an exciting project and to ask questions and give their views and needs for the area in which the Church is involved.

**12.9/9.3: Payment Authorisations: To authorise** payments as detailed below for payment during September 2017 alongside those listed under item 9.3, the invoices below having been received after the agenda was published.

<b>Details</b>	<b>Amount</b>
Cornwall Council – clerk's salary for August 2017	611.65
<b>Total amount:</b>	<b>£1,337.50</b>

**12.10: Tredinnick Farm Shop Junction: For information:** A letter has been sent to the clerk by a resident of the parish in which they raise concerns about this junction. This matter will be included for discussion on the agenda for the October meeting.

Following the meeting being closed by the Chair and the public leaving the hall, the Council will hold a separate meeting to consider a complaint received about its clerk. In accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, as this is a confidential matter surrounding its employee, the Council will hold this meeting in private although any decisions made will be made public.