

ZENNOR PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 12TH SEPTEMBER 2017 AT 7.30 PM IN ZENNOR VILLAGE HALL

PRESENT: Councillors Jon Brookes (Chairman), Milly Ainley, Kevin Hughes, Nick Lambert, Lottie Millard & Nicky Monies.

IN ATTENDANCE: Fiona Drew (Clerk), Councillor Simon Elliott (Cornwall Council), Peggy Rickaby (Transport Coordinator & Architect for four planning applications)

PUBLIC PARTICIPATION: 2 other members of the public were present.

The meeting opened at 7.35pm.

1. APOLOGIES: Apologies were received from Sam Nankervis (Vice-Chairman) & PCSO Terry Webb.

2. DECLARATION OF DISCLOSABLE PECUNIARY & OTHER INTERESTS, RELATING TO ANY AGENDA ITEM:

The Chairman declared an interest as the Vice-Chairman of Towednack Parish Council, Vice Chairman of the Dark Skies Group and regarding the parish paths. Councillor Hughes declared interests as the Councillor for St Ives Town Council West Ward for the Conservative Party, representative for St Ives Town Council on the Coastal Communities Forum, representative for St Ives Town Council on Penwith Rural Transport Forum, representative on St Ives in December, serves on two of the Council's Committees – Community and Environment Committee & Grievance and Disciplinary Panel and as Chairman of Towednack Parish Council. He also sits on a quarterly advisory group for the MP, Derek Thomas and Chairs the Dark Skies Policy Group.

3. DETERMINATION OF REQUESTS FOR DISPENSATION: None

9. PLANNING:

a) Applications:

PA17/06440 Proposal: Alterations & extensions to convert to a holiday dwelling together with associated site works. Location: Bridge House, Road Between B3306 & The Old Vicarage, Zennor TR26 3DA Applicants: Mr & Mrs Priddle & **PA17/06441** Proposal: Listed Building Consent: Alterations & extensions to convert to a holiday dwelling together with associated site works. Location: Bridge House, Road Between B3306 & The Old Vicarage, Zennor Applicants: Mr & Mrs Priddle. The meeting was closed and Peggy Rickaby, Architect, talked through the applications, which relate to the same property. The meeting then reopened and a discussion took place following which the Chairman **proposed** both applications be approved as they stand. The proposal was **seconded** by Councillor Hughes and **carried unanimously**. **RESOLVED:** The Clerk to notify Planning of this decision.

PA17/07050 Proposal: The conversion and minor alterations of office building to a dwelling. Location: Bosigran Cottage, Pendeen, Penzance Applicant: Mr Ian Marsh, The National Trust & **PA17/07051** Proposal: Listed Building Consent for the conversion and minor alterations of office

building to a dwelling. Location: Bosigran Cottage, Pendeen, Penzance Applicant: Mr Ian Marsh, The National Trust. The meeting was closed and Peggy Rickaby, Architect, talked through the applications, which relate to the same property. The meeting then reopened and a discussion took place regarding the parking and the fact the application was for a holiday let only. Following this the Chairman **proposed** both applications be approved on the proviso that they were for residential use only. The proposal was **seconded** by Councillor Millard and **carried unanimously. RESOLVED:** The Clerk to notify Planning of this decision.

The meeting was closed for Peggy Rickaby to speak to the Council re the Parish Landscape Partnership looking for offices and The Chairman asked for this to be put on the next agenda for discussion. The meeting was then reopened.

Any other applications received at or before the start of the meeting: None.

b) Decisions:

PA17/03115 Proposal: Installation of telecommunications compound including equipment cabinets, generator, satellite dishes and a 15m high pole on a concrete base. New opening formed in wall and provision of a 1.2m high fence surrounding the compound. **REFUSED.**

c) Appeals: None

d) Pre-apps: None

10. TELECOMMUNICATIONS MAST:

Discussion took place on the reason the previous application had been refused – Councillor Elliott confirmed that it was on AONB grounds. The Planning Officer had confirmed that the Agent had been informed they were not to start work before they got appropriate planning. The Agent has indicated they are keen to open discussions with the Community about where it could be sited, as they need 100% coverage as part of their contract, and are therefore under pressure to provide a service. BT had been in touch with Councillor Elliott in August re organizing a meeting but Cllr Elliott had not heard anymore. The Chairman asked if the Council wanted to be proactive in the process or wait? Councillor Lambert was keen to find out what alternatives to a mast there were. The Chairman reported that he had had no feedback from people that had attended the previous meeting as to what they wanted. Councillor Elliott suggested getting a map to show current coverage from suppliers. The Chairman **PROPOSED** that Councillor Elliott speak to the phone suppliers to ask for maps. The proposal was **seconded** by Councillor Monies and **carried unanimously. RESOLVED:** The Clerk to email Councillor Elliott to ask him to follow this up. The Chairman closed the meeting at 8.15pm and John Linfield spoke about looking at alternatives suggested as he felt this would be more acceptable and out of the way. The meeting reopened at 8.17pm and the Chairman asked if Mr Linfield or any Councillors would volunteer to research the systems? No response was forthcoming.

13. TRANSPORT: (standing item)

Peggy Rickaby reported that the Summer timetables expire on 17th September so new routes start on the 18th. The Bus Office in Penzance is closed and people now have to go to the Tourist Office to get a timetable, although they don't have them yet and won't get them for at least three weeks.

4. MINUTES OF LAST MEETING HELD ON 11TH JULY 2017:

The minutes, previously circulated, were taken as read and signed by the Chairman as a true record.

19: DEFIBRILLATOR:

Councillor Lambert circulated details he had got from St John's Ambulance, including costs - £1700 initial cost for defibrillator and box and annual cost of £70. It would need to be inspected weekly. The issue of training was discussed – online training with St John's Ambulance is £100 per person. Alternatively the Council could look at getting someone trained to be a trainer and they would then require liability insurance. Councillor Elliott said he knew someone that was a trainer. John Linfield said the Tinnors' had full funding for one and wanted to know whether the Council wanted to be involved or whether they would do it independently. Discussion took place around having a locked or unlocked box and if a phone signal was required. The Chairman **proposed** that he and Mr Linfield discussed the options with the Tinnors and then let them decide what they wanted to do as they were paying for it. This could then be used as a blueprint moving forward for the Gunnards Head & Ladydowns. The proposal was **seconded** by Councillor Monies and **carried unanimously**. **RESOLVED:** The Chairman and Mr Linfield to visit the Tinnors Arms to discuss options. Mr Linfield asked if the Parish Council were prepared to contribute in principle and the answer was yes.

5. MATTERS ARISING:

a) Clerk's Contract: The Chairman **proposed** that the Clerk's contract be amended to read 31 days annual leave at 20 hrs per month (pro rata) in line with the NALC guidelines. This proposal was seconded by Councillor Hughes and **carried unanimously**. **RESOLVED:** The Clerk to organize a contract for the Chairman to sign.

b) Insurance Request from WI: The Clerk reported that the Insurers had said no to insuring the paintings as previously discussed. The Chairman **AGREED** to inform the WI.

6. CORNWALL COUNCIL (standing item):

Please let Councillor Elliott know if there are any areas in the Parish that people are unhappy about and he will discuss with Highways. He then spoke about the changes to Cemetery cutting. He also reported on the Parish Landscape Partnership meeting.

7. TOWEDNACK PARISH COUNCIL (standing item):

Councillor Hughes said that everyone was invited to the Harvest Festival Service at Towednack Church at 11.00 am on 1st October, when the Bishop would be coming to consecrate the Cemetery followed by lunch afterwards.

12. DARK SKIES:

Councillor Hughes reported that the registration is moving forward and that he had received an email recently where the Diocese of Truro now supported the Dark Skies initiative.

8. POLICE

a) Report (standing item PCSO T Webb):

The Clerk read out PCSO Webb's report showing one crime in August – a theft which had been undetected. Councillors said that they would welcome seeing PCSO Webb at a future meeting and the Clerk confirmed that she knew he would be unable to attend in October but it was **AGREED** she would invite him to November's meeting.

b) Attendance at Police Liaison Group: Correspondence from Insp Phillips had been circulated previously. The Chairman **proposed** that Councillor Hughes represent Zennor at the Police Liaison Group meeting. The proposal was **seconded** by Councillor Lambert and **carried unanimously**. **RESOLVED:** The Clerk to inform Inspector Phillips.

11. FLOOD FORUM:

a) Report: Nothing to report.

b) Application for Association Membership: Councillor Hughes reported that he had stood down from the Flood Forum due to all his other commitments. The Chairman **proposed** that the Council become an Associate Member. The proposal was **seconded** by Councillor Lambert and **carried unanimously**. **RESOLVED:** The Clerk to apply for membership.

14. PARISH PLAN (standing item):

Nothing to report

15. FINANCE: (standing item)

a) Precept: It was agreed that the precept had been raised in error last year by £1,000 and Councillor Lambert suggested that this money be put towards the cost of a defibrillator in order to benefit the whole community. Alternatively, the precept could be reduced next year by a similar amount. It was **AGREED** that the Clerk would put this on the next Agenda for discussion.

b) Deposit account of £1,000 contingency fund: Councillor Millard reported that this had not yet been done. It was **AGREED** that the Clerk would follow this up.

c) Change of Details for Statements: Councillor Millard **AGREED** she would follow this up to change the address to the Clerk's.

d) Pension Declaration: The Clerk reported that she had done this and the Council was now compliant.

e) Accounts: Councillor Millard handed over the paperwork relating to previous audits and accounts etc. to the Clerk to undertake moving forward. The Chairman thanked Councillor Millard for taking it on previously and all her hard work. Two cheques were approved for payment – one for the Clerk's wages and one for PAYE NI to HMRC.

16. WEBSITE & COMPUTER:

a) Transparency Code: Correspondence, previously circulated, showed that the Council didn't meet the Transparency Code in any areas. It was **AGREED** that the Clerk would sort this out, in conjunction with Councillor Lambert, who would give the Clerk the access she needed to the Website. Councillor Lambert also **AGREED** to add some wording to the Website to explain the documents more clearly.

b) Councillor Emails: Correspondence, previously circulated, was discussed. Councillor Elliott stressed the importance of the Freedom of Information Act and said that the Data Retention Policy for Councils was quite strict. Following discussion, it was **AGREED** that those that wanted a separate email address could set one up, but would speak to the Clerk first to ensure there was a consistency in addresses chosen.

c) McAfee Security: The Clerk reported that she was concerned as the McAfee Security had expired on the Parish laptop. Councillor Elliott suggested using the free Windows Security Defender or AVG Free and it was **AGREED** that the Clerk would sort this out.

Councillor Elliott left the meeting at 9.15pm

17. PARISH PATHS (standing item):

Nothing to report

18. PARISH PRINTER: The Clerk reported that she was now using the Zennor laptop and the Towednack printer for both Councils. The Chairman **proposed** that the current Parish printer, which was surplus to requirements now, be put in the Village Hall for everyone's use. Councillor Ainley **seconded** this proposal and it was **carried unanimously**. **RESOLVED:** The Chairman to speak to the Village Hall Committee and see if they would like the printer to go in the Hall.

20. ACCESS TO BOAT COVE:

The Chairman reported that he had received two complaints about the access to Boat Cove as the National Trust had wired it off and diverted the footpath. A discussion took place as to whether the Council contact the National Trust regarding this but it was decided that the Council wouldn't get involved.

21. RESPONSE TO CLT REQUEST RE SOCIAL HOUSING:

Correspondence received from Andrew George of the Cornwall Community Land Trust, previously circulated, was discussed. Councillor Hughes gave some background to the situation in Towednack. Further discussion took place about the need and opportunity for Social Housing in the Parish. The Chairman **proposed** that the Council invited CLT to come and address a Council meeting to discuss the situation in Zennor only, without prejudice. The proposal was **seconded** by Councillor Millard and **carried 5-1**. **RESOLVED:** The Clerk to invite CLT to attend the next Council meeting.

Councillor Hughes left the meeting at 9.30pm.

22. CORRESPONDENCE: None

23. DATE OF NEXT MEETING: 10th October 2017

24. AGENDA ITEMS FOR NEXT MEETING:

Councillors to contact the Clerk no later than Monday 2nd October with items they wish to be included, other than those already noted in the minutes.

There being no further business, the Chairman closed the meeting at 9.33pm.

Signed: _____ Chairman

Date: _____