

# Zennor Parish Council

Chairperson: Cllr J F Brookes, Tredour, Zennor, St Ives, TR26 3DA, 01736 799492

Clerk: Jeanette Ratcliffe, 21 Leskinnick Terrace Penzance, TR18 2HB, 07850599719

## Minutes of Meeting Tuesday 8<sup>th</sup> July 2014

**Present:** Cllrs Jon Brookes (Chair); Sam Nankervis (Vice Chair, joined the meeting at 19.52); Jennifer Gourley; Nick Lambert; Nicky Monies.

**Also Attending:** Jeanette Ratcliffe (Clerk); Roy Mann (Cornwall Councillor); Sandy Martin (Candidate for co-option)

**Apologies:** Cllr Lottie Millard; Terry Webb, Neighbourhood Beat Officer; Jenni Pozzi, Parish Transport Liaison Officer

### 1. Welcome and Apologies

As above

### 2. Minutes 10<sup>th</sup> June 2014

Minutes signed as read and correct.

### 3. Matters Arising

None

### 4. Declarations of Interest

Chair declared an interest in item 13d, as a Governor of Trythall School.

### 5. Parish Council regulations & procedures

- a. *Financial regulations (draft for discussion)*. **Resolved:** to adopt the Financial Regulations in their present form (Proposed Cllr Lambert; seconded Cllr Monies; unanimously carried)
- b. *ZPC insurance quotes*. Clerk had obtained two quotes – £159 from Came and Company (Insurer would be Aviva), and £185.50 from existing insurer's Zurich, who reduced the premium from the £243 they originally quoted by reducing down the cover to make it more specific to ZPC's present circumstances/requirements (removing unnecessary elements). The Aviva quote is based on providing the same cover as that which ZPC has currently. **Resolved:** to accept the Came and Company quote. (Proposed by Cllr Gourley; seconded by Cllr Monies; carried unanimously)
- c. *ZPC vacancy (Candidate for co-option)*. Sandy Martin of Heather Brea, Zennor had contacted the Clerk to say that she would like to be considered for co-option on to the council. She has lived in the parish for 9 years and therefore legally qualifies to hold the office of parish councillor. At the Chair's request, Ms Martin explained her reasons for putting herself forward - to get more involved with the parish and make more of a contribution than she has previously (as a result of living right on its eastern edge and working away). **Resolved:** To co-opt Sandy Martin on to the council (Proposed by Cllr Gourley; seconded by Cllr Lambert; unanimously carried). Ms Martin was provided with Acceptance of Office and Declaration of Interest forms, for completion and returning to the Clerk, after which she will be eligible to attend the next ZPC meeting as a councillor.
- d. *The Good Councillor's Guide*. In accordance with an earlier decision, the Clerk had obtained from CALC copies of this booklet produced by the National Association of Local Councils in order to guide and update new and existing councillors. Copies were distributed at the meeting.

## 6. Planning

- a. *Common land applications – update.* Chair highlighted that next inquiry (relating to land at Trewey) was in the Village Hall on 20<sup>th</sup> August. The planning inspector was not postponing this until after the resumption of the Watch Croft inquiry. Vice Chair had emailed CC and others regarding lack of care in defining the application areas. No useful replies received.

## 7. Parish Plan

- a. *ZPC Neighbourhood Planning (update).* Email received from the Clerk to Morvah Parish Meeting thanking ZPC for arranging the meeting regarding Neighbourhood Planning. There has been little interest expressed in their community, though the subject was being considered at their meeting at the end of June. **Action:** Clerk to email Sandy Martin some summary information about neighbourhood plans.

## 8. Finance

- a. *Quarterly budget report.* Clerk provided a summary budget report for April-June 2014. The bank balance on 30th June was £2634.53. **Resolved:** to accept the budget report. (Proposed by Vice Chair; seconded by Cllr Gourley; unanimously carried)
- b. *Clerk wages April-June 2014.* Clerk has circulated her log of hours for April to June 2014. **Resolved:** to approved payment of Clerk wages. (Proposed by Vice Chair; seconded by Cllr Monies; unanimously carried).
- c. *ZPC VAT reclaiming process.* Clerk has obtained a HMRC local council VAT refund claim form and will supply relevant past invoices to Councillor Millard, who has offered to make a claim on behalf of ZPC. **Resolved:** Cllr Millard to reclaim VAT on behalf of ZPC (Proposed by Cllr Gourley; seconded by Cllr Lambert; unanimously carried)
- d. *CALC invoices for payment approval.* Two invoices received from CALC. 2014/15 membership subscription (£49.89, includes a credit from 2013/14) and charge for supply of councillor guides plus postage (£17.80). **Resolved:** to approved payment of CALC invoices totalling £67.69. (Proposed by Cllr Nankervis; seconded by Cllr Gourley; unanimously carried).

## 9. Parish Paths

- *Emailed report from Paths Coordinator (1<sup>st</sup> July).* Owing to a broken strimmer whilst cutting the Trewey path and being away for a week, completion of path cutting was delayed. She has now put in place an arrangement that if her strimmer breaks down the repairers will hire her one so she can carry on working. She will do my best to get the overgrown bits of path done as soon as possible. She is also aware that there are some headland paths on the Church path route which ought to be cleared to put the path back on the definitive line but they have been overgrown for years and it would be best to do the scrub clearance work in the winter. Concern was raised by councillors at the meeting about the overgrown nature of part so of the path, with a report of a visitor having had a fall at one stile. **Action:** Chair to speak to the Paths Co-ordinator regarding urgent cutting of church path from Trendrine to Gurnards Head; Chair to also to talk to BT about low telephone cable across Foage Valley path.

## 10. Transport

- a. *Buses.* Email from Jenni Pozzi informing that Zennor now has three Transport Operators running services along the B3306, as Western Greyhound has just started running an extension to their 547 Newquay - St Ives route, which leaves St Ives at noon, arrives Zennor at 12.22, and Land's End at 13.30. It departs Land's End at 14.30, arrives Penzance 15.18 and St Ives 16.00 (in other words, the old First 300). The service will run until 27 September. Concessionary passes are not accepted. If anyone wants the timetable, Jenni will print it from the website.

## 11. Correspondence

- a. *Email from Terry Webb (Neighbourhood Beat Officer)*. No crimes recorded in the parish during June. Cllr Gourley reported to the meeting that the BT cabinet at Boswednack has graffiti over it. **Action:** Clerk to report back to Terry.
- b. *CALC Code of Conduct training - 4.00 to 6.00 pm Wednesday 23rd July, The Guildhall, St Ives.*
- c. *Rural Housing Policy Review (parish council views sought)*. **Action:** Councillors to complete questionnaire individually by 25<sup>th</sup> July if they wish to respond,
- d. *CC Commissioning Strategy review*. Noted.
- e. *Natural England vegetation survey of roughland (notices on land where ownership unidentified)*. Noted.
- f. *Chacewater Parish Council letter re Cornwall Council*. Sent to all parish councils, the letter expresses concern that CC is emerging as a dictatorship rather than democratic governed body and requests the view of other councils, including whether they are interested in attending a meeting aimed at finding a way to make CC look after the best interests of Cornwall more. Response required by end of July. **Resolved:** Clerk to send an emailed response saying that ZPC is broadly sympathetic to their concerns but don't currently have any shared issues. ZPC wishes them well in their campaign and if they notify the Clerk of the proposed time and date of any meeting they arrange, she will ask Zennor councillors if they wish to attend. (Proposed Vice Chair; seconded Cllr Gourley; unanimously carried).
- g. *Cornwall Apprenticeships*. Request that ZPC display their advertising material. **Action:** Chair to display in Village Hall; Sandy Martin to distribute around her part of the parish.

## 12. Forthcoming Meetings

- a. *ZPC 7.30 Tuesday 9th September*. Clerk requested the option of changing the date of this meeting if she needs to be out of Cornwall for family reasons. Resolved: Next ZPC meeting to be rescheduled Tuesday 16th September, if required. (Proposed by Chair; seconded by Cllr Gourley; unanimously carried)
- b. *West Penwith Community Network Panel, Wednesday 16 July 2014 at 7pm, Committee Room 1 at the Penzance One Stop Shop.*

## 13. Other Business

- a. *Chykembro road sign request*. Action: Chair to discuss with parishioner who has made the request
- b. *Cleaning of parish war memorial (update)*. Cllr Lambert contacted the PCC who have the proposal on their agenda for this month. Waiting to hear if they approve the project going ahead. Cllr Lambert's family have started to research the people commemorated on the stone.
- c. *Zennor public toilets (update)*. Cllr Gourley has highlighted that, with the public toilets now closed, some visitors (including a coach of tourists) have been using the outside area near the building and the 'triangle' of ground across the road to relieve themselves,. Clerk has contacted CC for an update on the contract arrangement for the Backpacker's to provide public access to their toilets. The response was that the contract has been signed/sealed by both parties, signed off by the relevant CC director and CC Legal Services will shortly be sending Dylan Hudson his copy. Public toilet provision will then be the responsibility of the Backpackers. **Resolved:** Chair send an email to the relevant CC officer, service director and the leader and chair of CC expressing ZPC's disappointment and concern that the toilets have been remained shut and the replacement arrangement has been delayed, resulting in no public toilet provision in the village so far this year.(Proposed Vice Chair; seconded Cllr Lambert; unanimously carried).
- d. *Donation request for Trythall School drama*. The Vice Chair took over the meeting for this item. ZPC has been asked to help fund the drama teacher. **Resolved:** Trythall School to be notified that ZPC is unable to provide the requested funding owing it being outside its legal

remit, and suggesting they contact Zennor Pantomime Group (Propose Cllr Gourley; seconded Cllr Lambert; unanimously carried)

- e. *ZPC website (update)*. Jenni Pozzi is currently actively involved in producing extra text for the site. The basic structure and design is done.

14. Future agenda items

- a. Chykembro road sign request (Sept)
- b. Cleaning of parish war memorial (Sept)

**Meeting closed 9.25pm**

**Minutes signed as correct by Chairperson**

**Signature.....**

**Date.....**