

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 13th January 2015

Present: Cllrs Jon Brookes (Chair), Jennifer Gourley, Nick Lambert; Lottie Millard; Sandy Martin

Also Attending: Jeanette Ratcliffe (Clerk); Members of the public - David Gourley; Liz Burrige (left meeting 20.12); Brian Nash (left meeting 20.12)

Apologies: Cllr Sam Nankervis (Vice Chair); Cllr Nicky Monies; Peggy Rickaby (ZPC Transport Officer); Terry Webb, Neighbourhood Beat Officer; Cllr Roy Mann (Cornwall Councillor)

1. Welcome and Apologies

As above

2. Minutes 9th December 2014

Minutes signed as read and correct.

3. Matters Arising

- a. *Item 8e. Parish Precept.* Email received from CC re Government's 2% Council Tax threshold for 2015/16, which does not apply to Town and Parish Councils.
- b. *Item 8f. ZPC VAT reclaim.* Clerk has now scanned and emailed to Cllr Millard all the invoices with VAT added that ZPC has paid over the last 6 years. A reclaim will be made to HMRC before the end of this financial year in order to maximise the potential rebate.

4. Declarations of Interest

- a. Cllr Gourley declared an interest in Item 7a (planning applications PA15/00035 & PA14/12233 for which her husband is the applicant).

5. Public Participation

PA15/00035 & PA14/12233 - Replacement shed, Bos-Hen Cottage, Zennor. David Gourley (the applicant) presented the plans for the proposed development, which were largely similar to those presented at the Council's November meeting, but with solar panels being fewer in number and recessed into the roof. Brian Nash sought clarity on the position of the panels. It was confirmed that they were proposed for the roof pitch facing the road. Liz Burrige said she was the previous owner of the open-fronted shed and sold it with a covenant in the deeds of sale restricting development. The Chair highlighted that such restricted covenants were not a material planning consideration for this council.

6. Parish Council regulations & procedures

- a. *ZPC Model Publication Scheme (for adoption).* Cllr Gourley highlighted the need to review printing/postage fees as part of the annual review of the Scheme. **Resolution 1:** to adopt the Publication Scheme as presented (Proposed: Cllr Gourley; seconded Cllr Lambert ; **carried**)
- b. *Broadcasting & Use of Social Media at Council Meetings (ZPC policy for adoption).*
Resolution 2: to adopt this policy as presented (Proposed: Cllr Millard; seconded Cllr Martin; **carried**)

7. Planning

- a. *PA15/00035 & PA14/12233 - Replacement shed, Bos-Hen Cottage, Zennor.* Counsellor Gourley left the room for the duration of this item. Cllr Martin said she supported the re-use of redundant buildings. **Resolution 3:** to support the planning application (Proposed Cllr Brookes; Seconded Cllr Lambert; **carried**).
- b. *Common Land applications.* An email had been received from the Planning Inspectorate updating the Council on decisions relating to applications covering land within the parish. Cllr Brookes reported that the Trewey, Carnelloe and Zennor Cliff application was turned down (apart from parts of Carnelloe that were unopposed) on the grounds that the definition of 'enclosed' should be redefined to include areas surrounded by Cornish hedges. No decision has been reached for Watch Croft yet, but this application will be judged against this new definition. The majority of land within the Carn Kenidjack application has been declared Common Land. Tremedda - Trevega cliffs are the subject of an inquiry in February at The Centre, Pendeen. Cllr Lambert wondered whether CC was going to apply new 'enclosed land' definition in their handling of applications. Cllr Brookes thought it likely, given that costs may be sought by objectors.
- c. *Any other planning consultation received before the meeting (standing item).* No other consultations received.

8. Parish Plan (standing item)

9. Finance

NALC salary scales & Clerk's contract. Last meeting Clerk circulated a summary of clerk hours/wages for 2013/14 (actual) and 2014/15 (predicted). This highlighting that (owing to the increasing volume of work the Clerk has to deal with) the contracted number of hours (168) would be exceeded by up to 70 hours this financial year, and suggested 240 hours per year would be a more realistic total to specify in the Clerk contract. In addition, the new NALC salary scales (effective from 1st January 2015) recommend an increase in the relevant (SCP 15) hourly rate of pay from £8.42 to £8.61.

Resolution 4: to amend Clerk contract to include same basic hours (168) and flexibility for the council to agree additional hours, if required, by resolution at its meeting (Proposed: Cllr Gourley; seconded Cllr Lambert; **carried**).

Resolution 5: to adopt the pay increase recommended by NALC and follow their scales in future (Proposed: Cllr Lambert; seconded Cllr Millard; **carried**).

10. Parish Paths (standing item)

- a. *Update on 2014/15 second cut.* Email from Ali Clough saying not much progress to report. Her strimmer has broken down again. She has hired one to continue and is aiming to complete the cutting work as soon possible, as she needs to finish it before having an operation on her foot in the next few weeks. She will be out of action for 3 months then, so that will be the end of her time on the Zennor path cutting contract.
- b. *2015/16 Local Maintenance Partnership (funding offer from CC).* ZPC needs to decide whether to accept the offer and, if it wants to, the Acceptance Form needs to be completed and returned to CC. **Action:** gauge the level of interest from the three potential contractors previously identified and decide at February meeting whether to accept the offer and what the tendering process should be. **(Clerk to contact potential contractors)**

11. Transport

- a. *Connecting Cornwall: 2030 (consultation)*. Peggy Rickaby has emailed that this document will take a long time to read and asks whether we should be responding as a parish council. It would seem better that way rather than just from me as you all know far more about it than I do. She is unable to attend ZPC meetings on a regular basis and wonders if there is any chance of an extra meeting with one or two representatives from the council? **Action:** Ask James Hardy (CC Community Network Manager) to identify THE sections most relevant to ZPC (**Clerk**).

12. Correspondence

- a. *Clerk letter*. Chair has received a letter from the Clerk giving her notice. Clerk said, if required, she would continue in post until the end of the financial year in order to allow time for a replacement Clerk to be appointed and the role to be handed over.
- b. *Land's End Peninsula Community Land Trust Affordable Housing newsletter*. Cllr Brookes has put the poster advertising new affordable homes in Boscaswell on the parish notice boards.
- c. *Chacewater Parish Council Call for Change letter*. Councillors to look at letter and individually consider whether they wish to attend meeting on 11th February (**all councillors**).
- d. *Neighbourhood Beat Officer email*. No crimes or anything of relevance took place during December 2014.

13. Forthcoming Meetings

- a. *ZPC 7.30pm Tuesday 10th February 2015*.
- b. *West Penwith Community Network Panel 7.00pm Thursday 22 January 2015 Penzance One Stop Shop*

14. Other Business

- a. *ZPC website*. **Actions:** Provide councillors and Clerk with pre-launch access to the website next week (**Cllr Lambert**). Investigate procedure for posting ZPC minutes, by talking to CALC and looking at other parish websites (**Clerk**).
- b. *Millennium Photos Project*. Cllr Gourley reported that Liz Thompson is investigating how to officially indexing the photos for archiving. Jean Nankervis has provided details of the Millennium Diary CRO deposition with a 30 year 'no access' policy.
- c. *Village Xmas tree & lights*. Cllr Brookes presented an invoice for £13.25 from John Lindfield for replacement bulbs for Xmas tree lights. **Resolution 6:** to pay John Linfield's invoice (**Proposed Cllr Millard; seconded Cllr Martin; carried**).

15. Future agenda items

- a. ZPC Risk Assessment (draft for discussion).
- b. Local Maintenance Partnership 2015/16
- c. Village Xmas tree charity donation
- d. Clerk replacement

Meeting closed 21.10

Minutes signed as correct by Chairperson

Signature.....

Date.....