

# 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> April 2014

**Present:** Cllrs Jon Brookes (JB); Jennifer Gourley (JG); Sam Nankervis (SN); Cllr Nick Lambert (NL); Nicky Monies (NM);

**Also Attending:** Jeanette Ratcliffe (JR), Clerk; Roy Mann (RM), Cornwall Councillor

**Apologies:** Cllr Lottie Millard (LM); Terry Webb (TW), Neighbourhood Beat Officer; Jenni Pozzi (JP), Parish Transport Liaison Officer

### 1. Welcome and Apologies

As above

### 2. Minutes 11<sup>th</sup> March 2014

Minutes signed as read and correct.

### 3. Matters Arising

- a. *Zennor public toilets.* Email received from Jon James (CC) informing that following the receipt of ZPC councillors' views and consultation with Cllr Mann and Cllr Edwina Hannaford (Portfolio Holder Environment, Heritage and Planning), CC will be progressing with the proposed offer made by the Back Packers, which will provide a minimum of five years of public toilet provision.
- b. *Higher Kerrowe Farm planning application (lifting of agricultural occupancy restriction).* No decision made yet.

### 4. Declarations of Interest

None

### 5. Planning

- a. *Registering of common land COM 510 (Watch Croft/land encircling Carn Galva)* – applicant's case summary and statement has been received, in advance of 20th May inquiry. **Actions:** scan document and email around councillors for information (**JB**); find out the protocol regarding speaking at the public inquiry and put in Down Your Way (**JG**).

### 6. Parish Plan

- *Neighbourhood Plan – AONB meeting 22<sup>nd</sup> March.* NL and JR circulated a report before the meeting summarising the information cleaned at the AONB meeting, much of which was concerned with Neighbourhood Plans (including a presentation by the Roseland 'cluster' of four parishes, which is well on the way to completing their plan ready for the referendum and final approval by the inspector). A discussion followed. **Agreed:** to have a Neighbourhood Plan. **Actions:** email parish clerks in West Penwith (including neighbouring parishes of Morvah, Towednack, Madron, Ludgvan) proposing that ZPC host an open meeting (7.30 19<sup>th</sup> May in Zennor Village Hall) for parish councillors and interested local people to discuss the opportunities of Neighbourhood Plans and potential for clustering (**JR**); produce some images to stick up on wall to gather ideas and prompt discussion (**JG**); look into possibility of CC planner attending (**RM**).

## 7. Finance

- a. *Bank account.* Closing balance 2013/14 = £2112.79. Balance 8<sup>th</sup> April = £3188.94 (includes first precept for 2014/15).
- b. *Online bank statements.* Clerk has arranged with Barclays to be able to view balance on line in future (awaiting security PIN);
- c. *Removal of former signatory.* Form obtained from Barclays and completed by Chair and Vice Chair in order to remove former councillor as signatory.
- d. *Audit.* End of year account information has been emailed to LM for audit.
- e. *LMP 2013/14 second (final) invoice & grant claim.* Invoice for completed work received from Ali Clough; grant claim has been made. Cheque payment to Ali Clough £589.33 approved.
- f. *Clerk's wages Jan-Mar 2014.* Log of hours presented; cheque payment of £496.78 approved.

## 8. Parish Paths

- a. *Completion of 2013/14 LMP work.* Way marking & Silver path cutting completed by Ali Clough. Additional yellow arrow discs requested from Terri Winchester (CC), who reminded ZPC that must stick to way marking only the designated paths.
- g. *Local Maintenance Partnership 2014.* Additional A3 maps and large scale map being supplied by CC. **Agreed:** that role of Parish Path Co-ordinator be contracted to Ali Clough again during 2014/15. **Action:** meet with Ali Clough to discuss work schedule for this year and check public liability insurance (**JR**).

## 9. Transport

- a. *Bus service update.* RM said tenders are in and under consideration by CC; should know the result in the next few weeks.
- b. *Copying of bus timetables on reverse side of parish information map.* **Action:** talk to Chunky Penhaul regarding arrangement for copying bus timetable on reverse of map (**JB**).

## 10. Correspondence

- a. *CALC membership 2014/15.* Invoice for subs for 2014/15 received. 2013/14 payment made 28<sup>th</sup> August; membership confirmed 8<sup>th</sup> Sept 2013 (i.e. only 7 months ago). **Action:** discuss with CALC and report back next meeting (**JR**).
- b. *Financial regulations training.* National review of regulations guidance, plus more stringent requirements in relation to audit process for parish council accounts. CALC offering training day at £30 per person. **Action:** attend CALC training day 29<sup>th</sup> April (**LM & JR**).
- c. *European election posters.* Put up around parish, from 10<sup>th</sup> April and not before (**JB**).
- d. *Police Report for March.* No crimes recorded. Hand bag lost in church.
- e. *Note received by Chairman.* Asks whether ZPC might be willing to re-instate the black and white poles along the path from St Ives to Zennor. **Action:** respond that ZPC generally in favour and will talk to our parish paths officer (**JB**).

## 12. Forthcoming Meetings

- a. *ZPC 7.30 Tuesday 13<sup>th</sup> April*
- b. *Town and Parish Council and Voluntary Sector Summit, 9.30 Tuesday 13 May, New County Hall, Council Chamber, Truro*

## 13. Other Business

- a. *ZPC Vacancy.* CC Democratic Services have confirmed that no election has been requested and have advised on the process for co-opting a new member. This involves being as open and above board as possible, with notices being put up stating that there has been no election request and inviting people to put forward their name (to the parish clerk) if they are interested in being co-opted. These will be discussed and a decision made at the next ZPC meeting. **Actions:** create poster advertising vacancy for putting up on parish noticeboards (**JR/JB**); advertise in Down Your Way again (**JG**).

- b. *ZPC website (update)*. Meeting or working group (Nicky Lambert, JB and Jenni Pozzi) planned to go through final text; final proof read. Aiming to go live over Easter.
- c. *Camper van at Heather Brea (opposite turning to Zennor)*. Parked there for several weeks now, and members of the public had voiced concerns to JG about it attracting further illegal camping. RM said enforcement officer had been notified.

**Meeting closed 9.10pm**

**Minutes signed as correct by Chairperson**

**Signature.....**

**Date.....**