

# Zennor Parish Council

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

Clerk: Jeanette Ratcliffe, Cave Cottage, St Buryan, Penzance, TR19 6HA, 01736 810639

## Minutes of Meeting Tuesday 10<sup>th</sup> September 2013

**Present:** Cllrs Jon Brookes (JB), Chunky Penhaul (CP), Jennifer Gourley (JG), Nick Lambert (NL); Nicky Monies (NM); Sam Nankervis (SN); Lottie Millard (LM);

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

**Apologies:** Terry Webb (TW), Neighbourhood Beat Officer; Jenni Pozzi (JP), Parish Transport Officer

### Minutes 16<sup>th</sup> July 2013

Minutes signed as read and correct.

### Matters Arising

- *Finger post sign.* New sign now at JB's house and will be fixed to post once a post sleeve has been obtained. **Action:** Submit CC project completion form (JR/LM).
- *Parish minute book scanning.* Price of £120 obtained from Penzance company (Silverlight) to electronically scan previous Minutes book onto memory stick (prior to its archiving at Cornwall Record Office); to do both that and Acceptance of Office book will cost c£170-200. Agreed: AO book be kept in parish, not scanned. **Action:** get second quote for Minutes book scanning from alternative (Wiltshire) company and investigate whether CRO offer scanning service (CP).
- *Superfast Cornwall.* Has informed NL that they were researching satellite alternatives to Superfast Broadband.

### Planning

- *Planning Application for comment PA13/06783 (Treveglos Farm barn conversion).* Jack Cattran presented the application to the meeting. **Agreed:** unanimous decision to support the application, subject to the use of discrete down-lights for any outside lighting, in order to reduce night-time light pollution within this historically and environmentally sensitive setting.
- *Planning Application for comment PA13/07758 (Agricultural building E of Higher Kerrowe).* Peggy Rickaby (architect) presented the application to the meeting on behalf of the applicant. **Agreed:** unanimous decision to support the application, subject to a condition that the building is not lit by electricity in the future, in order to avoid night-time light pollution; decision not to be communicated to CC until two weeks after publication in the Cornishman, to allow for receipt of public comments.

### Parish Plan

- *Review of Content.* Initial general comments – add something about planning policy and guidance (LM); provide an update on what has been achieved, eg recycling measures, and change any statements and actions no longer relevant/appropriate, eg wind power for village in light of large size of current turbines (JG). **Agreed:** Need to dedicate more time at next meeting discussing this item.
- *CC Neighbourhood Planning Event 2<sup>nd</sup> October 6.00-9.00pm, Committee Room, Camborne On Stop Shop.* May be useful in informing the review of the Zennor Parish Plan. **Action:** CP & JB to attend if possible.

## Finance

- *Bank balance.* £2834.72 - 30<sup>th</sup> August bank statement (includes payment of Village Hall, finger post sign and CALC invoices).
- *Change of signing arrangements.* Letter from Barclay's confirming that process complete. JB, SN and LM now signatories.
- *Zennor Election Re-charge (invoice from CC).* Email received from CC confirming ZPC liable for full amount (£131.64). Cheque signed at meeting.
- *Parish precept (remittance advice).* Notification that precept payment (£1000) and CTS grant (£84.75) to be received from CC 6<sup>th</sup> September.
- *ZPC Clerk contract & PAYE.* Clerk's contract to be discussed with LM and JB; LM to set up PAYE; when forwarding emails to councillors, JR to identify if for information, for consideration, when action is needed, level of urgency; councillors will make their own decisions about meeting attendance; financial actions to be forwarded to LM. **Action:** finalise clerk contract arrangements (JB, LM, JR).
- *Police and Crime Commissioner Small Grant Fund.* Not relevant to parish.
- *Public Liability insurance.* JB presented an invoice from Zurich for £243.80; cheque signed at meeting.

## Parish Paths

- *Stile repair update.* NM has repaired it.
- *Parish paths.* Ali Clough has been busy cutting, focusing initially on the main church path.

## Transport

- *Parish map/bus timetable (Printing invoice and Community Fund application).* CP provided invoice for printing timetables (£52.20); cheque signed. RM supplied CF application form and agreed that an application could be made for colour printing of maps (£592) and black and white printing of timetables (£100). **Action:** Submit funding application (CP)

## Correspondence

- *Police Report (July & August).* 1 crime recorded in parish (theft from motor vehicle; still no Neighbourhood Watch Co-ordinator).
- *Code of Conduct consultation/training.* **Action:** JR to email up-to-date code of conduct document (obtained from CALC) and highlight for reading by councillors for discussion at next meeting.
- *Watson Cornwall website email.* JG has passed on info to those concerned.
- *Donation requests.* Already have local event raising money for Cornwall Hospice Care; no donation Cruse as outside of parish.
- *West Penwith Community Network Panel terms of reference.* No response.
- *Poltair stakeholder letter.* JR to let councillors know when consultation is at relevant stage.
- *Dementia Alliance.* Meeting to form local group 5pm 3<sup>rd</sup> October, Penzance One Stop Shop
- *Williams Travel.* Advertising letter and leaflet received.

## Forthcoming Meetings

- **ZPC meeting 7.30 Tuesday 8<sup>th</sup> October**
- *CC Penzance Budget event* (St John's Hall) 19 September 6.30pm (JG to advertise)
- *Town & Parish Council Annual Summit* (Kingsley Village) 21st September 9.30am
- *West Penwith Community Town & Parish Forum* (St Johns Hall) 10th October 7pm
- *CALC Code of Conduct consultation event* (County Hall) 24th September 7pm
- *Community Emergency Plan meetings* (various dates in October)
- *Cornwall Community Flood Forum Conference*, 10th October, St Austell 1 Stop Shop 9.30 – 15.30 (NL to attend)

AOB

- *ZPC Website.* Nicky Lambert reported: sub-committee meeting to be held shortly (Nicky to email around date); parish council contact details – councillors to let Nicky know what they are happy with; website construction is progressing, text coming in, photos still needed.
- *Recycling rubbish on road.* Cory said make a note of the vehicle number; CC said if it happens again they will send a cleaning team out (JG).
- *Development at 'The Retreat', Poniou.* – CC enforcement Officer has confirmed it is not bigger than state in planning permission.
- *Christmas tree festival.* To raise money for Cornwall Hospice; Parish Council invited to decorate a tree (discuss at October meeting).
- *Public Toilets.* CC refurbished them last week; Backpackers Hostel may wish to take on responsibility for them (CP).

**Meeting closed 9.30pm**

**Minutes signed as correct by Chairperson**

**Signature.....**

**Date.....**