

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 14th October 2014

Present: Cllrs Jon Brookes (Chair), Sam Nankervis (Vice Chair), Jennifer Gourley, Lottie Millard, Sandy Martin; Cllr Roy Mann (Cornwall Councillor)

Also Attending: Jeanette Ratcliffe (Clerk); Peggy Rickaby (architect presenting planning applications); other members of the public connected with planning applications - Izzy Stevens, Luke Stevens, Cherry Cattran, Chris Madden, Jenny Gordon, David Gourley

Apologies: Cllrs Nick Lambert & Nicky Monies; Terry Webb, Neighbourhood Beat Officer

1. Welcome and Apologies

As above

2. Minutes 9th Sept 2014

Minutes signed as read and correct.

3. Matters Arising

- BT has mended the line which was overhanging the Foage path.
- *Zennor public toilets.* Cornwall Council has put in a request for Community Toilet Scheme signage; date for installation still to be confirmed. Cllr Millard said CC is supplying Zennor Backpackers with stickers etc. to do with scheme. CC has asked ZPC where they want sign. The meeting agreed that signage in accordance with standard community toilet design and located at the entrance to the village car park would be best. **Action:** Feedback ZPC signage preference to CC (**Chair**).
- *Zennor parish map.* Jenni Pozzi has supplied Cllr Millard with an earlier, laminated version of the map with local business advertisements on the reverse, which was shown to councillors at the meeting. It was agreed that the location and opening hours of the community (Backpacker's) toilets would also be put on the back of the map **Actions:** scan and email around councillors (**Chair**); put invitation for businesses to submit adverts in the Mermaids Echo and Zennor Down Your Way (**Cllr Gourley**).

4. Declarations of Interest

- *Item 6a:* Cllr Millard, as the sister of the applicant; Cllr Brookes (Chair), as an employee of The National Trust, who have a covenant over the property.
- *Item 6c:* Cllr Gourley as owner of Bos Hen.

5. Parish Council regulations & procedures

Resolution: to defer the following three items to ZPC's November meeting (Proposed by Cllr Nankervis; seconded by Cllr Gourley; **carried unanimously**).

- Model Publication Scheme.* **Action:** Clerk to draft for consideration at November meeting
- Risk Assessment.* Proposal. **Action:** Clerk to draft for consideration at November meeting
- Amended ZPC Standing Orders for adoption.* **Action:** Clerk to bring the amended ZPC Standing Orders to November meeting for adoption.

6. Planning

- Tremedda Farm Piggery - Planning and Listed Building Consent consultations (PA14/08847 & PA14/08850).* **Cllr Nankervis chaired this item.** Peggy Rickaby (PR) presented the application and showed existing and proposed plans for the conversion of the former piggery to a

permanent dwelling for a local family. The plans had been shown to neighbours and no objections had been raised. A detailed question and answer session followed. Cllr Gourley inquired whether CC would accept conversion to a permanent dwelling; PR explained that CC was being asked not to attach a holiday dwelling condition. The Vice Chair read out Cllr Lambert's email providing his views on the application. PR said internally the building only has very low brick and timber partitions, which will not be kept; other internal features, including a chimney will be retained. Cllr Gourley asked about the need to vary the design/materials to distinguish the new extension from the historic structure. PR said they had taken the approach of using traditional materials to blend in with the surrounding farmstead. The new roof will be wet-laid scantle slate. Cllr Martin wondered whether the removal of the existing Dutch barn would lead to a new one being constructed elsewhere. PR said that was not the plan. **Resolution:** to support this application (Proposed by Cllr Gourley; seconded by Cllr Martin; **carried**, with abstentions by the Chair and Cllr Millard)

- b. *Lower Rosemorrán – proposed porch, consultation.* Peggy Rickaby (PR) presented the application and showed existing and proposed plans, which have also been shown to neighbours, with no objections having been raised. Although this application has been submitted, CC has not yet formally consulted ZPC. It was decided to make a decision based on the plans presented. **Resolution:** subject to no alterations to the plans, to support this application (Proposed by Cllr Gourley; Seconded by Cllr Nankervis; **carried unanimously**)
- c. *Bos Hen – pre-application consultation on replacement storage shed.* The owner, David Gourley, presented photos of the concrete-block shed in its dilapidated state. Peggy Rickaby (PR) showed plans of some initial ideas for conversion, including the incorporation of a home office and spare bedroom, a new heightened roof, with PV panels. Initial views were being sought from ZPC. Cllr Millard raised the issue of how visible the PV panels would be from the road. Councillors commented favourably on the broken/different roof lines/heights. Cllr Martin asked whether some of the panels could be sited on the ground. Councillors gave in principle support for the conversion/rebuilding of the shed and expressed a preference for the smaller of the designs presented.
- d. *CC Planning Conference 30th Sept (reporting back by attendees).* Cllr Nankervis had already emailed to the other councillors his report, which highlighted the fact that, as Zennor is within the AONB, as far as possible the landscape should be protected from or enhanced by development. The Clerk presented her report at the meeting, focusing on the Basic Rules and Material Considerations of Planning, of which councillors need to be aware in order to comment on planning applications in an informed and appropriate way. Cllr Martin had been surprised by the focus of the renewables presentation, which focused on community-based energy projects rather than how such installations were considered within the planning process.

7. Parish Plan

- a. *Neighbourhood Plan - Review of Zennor's need (or not) & renewable energy advice.* Cllr Martin reported on CC's presentation on community renewable energy schemes involving parish councils. **Resolution:** to leave Neighbourhood Planning in abeyance for the moment. (Proposed by Cllr Millard; seconded by Cllr Martin; **carried unanimously**)

8. Finance

- a. *Quarterly budget report & Clerk's wages July-Sept 2014.* The Clerk presented the quarterly budget report and log of Clerk hours (including 14 hours paid holiday taken in August, as per CALC pro rata annual leave calculator). Cllr Gourley Clerk recommended (and the meeting agreed) that, in addition to annual leave, the Clerk should not answer emails on bank holidays and during the 10 days encompassing the Christmas and New Year break. **Resolution:** to approve payment of Clerk's wages (Proposed Cllr Gourley; seconded Cllr Millard; **carried unanimously**). **Resolution:** to delegate approval of Clerk's payment to Cllr

Millard in order to meet quarterly PAYE deadline (Proposed by Cllr Gourley; seconded Cllr Nankervis, **carried unanimously**).

- b. *ZPC Forward Budget for 2015/16*. The Clerk presented table of figures for consideration in terms of ZPC's reserve and precept setting for next year, and other budget requirements (including whether there is sufficient allocation to cover required Clerk hours). **Action:** Clerk to email table around to all councillors with request that they consider it for discussion at next ZPC meeting.
- c. *ZPC VAT claim back*. Cllr Millard reported that there was no Vat reclaimable on last year's Headland Printers payment. **Action:** Clerk to dig out invoices with VAT from previous 5 years.
- d. *Community Chest funding (closing date for applications 16 February 2015)*. Cllr Mann indicated that he had £150 in his community fund which ZPC could apply for. **Action:** Clerk to contact Kerri Gendall at CC to inquire whether the funding could be used as part of a War Memorial funding application.

9. Parish Paths

- a. *Second cut progress report*. Report requested but not received from Paths Co-ordinator. It was noted that the contract will be tendered again next year. **Action:** contact Ali Clough (Chair).

10. Transport

- a. *Penwith Rural Transport Forum - ZPC representation at forthcoming meetings (7pm 30th Oct & 15th Jan)*. Peggy Rickaby has expressed an interest in being the new ZPC Transport Officer. **Action:** meet with Jenni Pozzi to find out what the role involves (Chair with Peggy Rickaby).

11. Correspondence

- a. *Open letter from West Cornwall HealthWatch*. Letter noted
- b. *Vodafone Rural Open Sure Signal programme*. The Chair, Cllrs Lambert and Martin, and Nicola Lambert met last week to discuss putting in an application, on the basis of 10 houses in the Zennor village and Gurnards Head areas of the parish signing up to say they will use the service (one signal box would be installed on one building in each location). The deadline for applications has been extended until 12th November. **Resolution:** ZPC to make the application on behalf of the parish (Proposed by Cllr Martin; seconded by Cllr Gourley; **carried unanimously**).
- c. *Neighbourhood Beat Officer email*. Email received stating no crimes reported in September.

12. Forthcoming Meetings

- a. *ZPC 7.30 Tuesday 11th November*

13. Other Business

- a. *Parish war memorial*. Cllr Lambert's report was presented for councillors to take away and read. **Action:** Cllr Gourley to ask Cllr Lambert if it can be published in the Mermaid's Echo in order to gather any further information from people in the parish.
- b. *Signs at end of Pump Road*. ZPC's policy will be guided by CC. Put on agenda for next
- c. **Action:** Clerk to contact CC regarding the rules/protocol relating to roadside signage and the parish council's responsibility.
- d. *Parish Christmas Tree*. **Action:** ask John Linfield to assist in obtaining this (Chair).

14. Future agenda items

- a) Old telephone exchange
- b) Heather Brea planning application
- c) Helston Town Council letter re bank holiday parking charges
- d) James Harvey Community Network Manager to attend (Cllr Mann to invite)
- e) Signs at end of Pump Road

Meeting closed 21.33

Minutes signed as correct by Chairperson

Signature.....

Date.....