

# 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 (rescheduled) Meeting Tuesday 16<sup>th</sup> July 2013

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

**Also Attending:** Jeanette Ratcliffe (JR), Clerk

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

### Minutes 11<sup>th</sup> June 2013

Minutes signed as read and correct.

### Matters Arising

- *Minute keeping & archiving:* JR spoke to Penzance Town Council (PA to Mayor) – they sign off typed minutes which are then stored in a ring binder; JR also spoke to Cornwall Record Office (Archivist, David Thomas) – they will accept any (current or old) records ZPC wish to deposit with them for safe storage & have provided their Parish Council Document Retention Schedule as guidance on what to keep and what to destroy. CP has a contact who can scan old minute & acceptance of office books prior to deposition (so that there is an electronic copy for easy public access). **Agreed:** To adopt the above approach.
- *Finger post:* ready for collection; Invoice for £684 received from Iron Brothers Ltd; cheque written at meeting. **Actions:** arrange collection of sign (**NM**); arrange painting of post and fitting of sign (**JB**).
- *Declaration of Acceptance of Office form (NM).* **Action:** email blank form to NM (**JR**).
- Protect Congleton (NPPF) petition. **Actions:** ZPC to support petition (**JR**); email around info on NPPF (**JG**).
- *Code of Conduct training* – 12<sup>th</sup> Sept, Town Council Offices, St Just.
- *CRCC Parish Survey* – **Action:** complete survey online (**JB**).
- *Superfast Broadband:* JB emailed Julian Cowans thanking him for his presentation at last meeting. **Actions:** email Julian Cowans requesting back routing of the cable upgrade to businesses east of Zennor village which are on the Towednack telephone line, in order to ensure they also benefit from the upgrade (**JB**); write to Andrew George re concern that a significant proportion of the parish will not get superfast broadband (**JG**).

### Planning

- *Application to register Carn Galva common land:* SN took over the Chair (JB stood down and abstained from voting owing to being employed by the National Trust, one of the landowners); concern was raised about the description of the land in terms of its past use ('turf and furse' indicates active land use rather than lack of it) and vegetation cover (only gorse and bracken, rather than other species as well), public access beyond paths and the effect on farming businesses. **Agreed:** majority decision to object to the application on grounds that 'waste land' is not an accurate definition of the land and because of the potential for the designation to adversely affect farming businesses. **Action:** Email ZPC response (**JR**).
- *Lady Downs Farm PA13/05614.* NL declared an interest. Peggy Rickaby (architect) presented the application for a first floor bathroom to be built on top of an existing ground floor

extension. **Agreed:** Unanimous decision in favour of the application. **Action:** Email ZPC response (**JR**).

#### Parish Plan

- JR has email CC Neighbourhood Team Manager, Chanelle Randall, highlighting existence of Zennor Parish Plan.
- Review of plan contents to be carried out at next ZPC meeting.
- **Actions:** email/copy electronic copy of plan to JR (**CP**)

#### Finance

- Bank balance: £3702.25 as of 28<sup>th</sup> June
- Change of signing arrangements (further form to be complete?). **Action:** finalise personal verification (**JB/LM**).
- Village Hall 2012 rent invoice (£96) - cheque written at meeting.
- Zennor Election Re-charge (notification from CC). **Action:** email that ZPC happy to pay for the candidate packs, but question the need to pay for the Returning Officer as no election held in the parish (**JR**).

#### Parish Paths

- Paths Co-ordinator appointment. JB announced that Alison Clough has supplied required certificates and completed contractor's forms, which he handed to the Clerk. She will start immediately, by cutting the worse parts of the main church path.
- Local Maintenance Partnership 2013/14 - purchase order for £1,191.00 has been received from Cornwall Council.
- Stile repair update. **Action:** have a look at the condition of the stile (**NM**).

#### Transport

- Parish Maps – CP has obtained quote for re-printing from Headland Printers (£553 for 20,000, £592 for 22,000), which is only £10 more than 2010 price. It was agreed to review the map details prior to reprinting and to approach Roy Mann for Community Funding.
- **Agreed:** to accept the quote.
- **Action:** ask Roy Mann for funding forms prior to Sept meeting (**JR**).

#### Correspondence

- *Police report for June (from Terry Webb).* No crimes recorded during June; matters of note include new Neighbourhood Watch Coordinator (still pending), parishioners to be vigilante of any suspicious activity (including cold callers) and report any camping without permission.
- *Zennor Church funeral service complaint.* JR was contacted by a member of the public and has passed on their complaint via email to Peter Cattran (Churchwarden).
- *Poltair Hospital consultation.* Notification received from NHS Kernow that this is to take place; councillors will consider the matter when consultation happens.
- *West Penwith Community Bus Association donation request.* Consult ZPC Transport Officer and discuss at next meeting. **Action:** ask Jenny Pozzi if anyone in the parish uses the bus (**JB**).

#### Forthcoming Meetings

- ZPC Tuesday 10th September 2013 at 7.30pm
- West Penwith Town and Parish Forum - August 8<sup>th</sup>

#### AOB

- ZPC website. Good meeting had by sub-committee; Nicky Lambert has dissected existing website and put it back together with extra bits; various different information topics have been identified and people earmarked to supply the text for most of them; NL requested good quality photos, CP highlighted those used for Parish Plan; thanks were extended to Ben & Nicky & Nick. **Action:** email copy of meeting notes and initial text to councillors (**NL/Nicky**).

- *Town & Parish Cemetery Provision questionnaire.* Action: email CC that ZPC do not have or intend to provide a cemetery **(JR)**.
- *Cornwall Association of Local Councils.* JR requested membership in order to be able to obtain relevant up-to-date information and advice to support her role as Clerk. Annual fee £87.53. **Agreed:** ZPC to join for a trial year (cheque written at meeting)
- *Satellite broadband demo 5<sup>th</sup> August.* Mobile van outside village hall 10-2pm. NL has done a flyer for emailing around to parishioners and adjoining parishes. **Action:** Supply contact emails to NL **(CP/JR)**.
- *Town & Parish Council Summit 21<sup>st</sup> September.* Advance notification from CC.
- *Quad bike on Treen track.* Parishioner reported to JG that a quad bike was churning up the track going down to the cliff; it is unclear whose doing this.
- *Camp site advert on ZPC info board at Gurnard's Head.* The notice board is not for commercial advertising. **Action:** remove advert **(JG)**.
- *Global circulation of email addresses.* JG has highlighted to Chandelle Randall (CC) the need to put email address in the Blind Carbon Copy (BCC) field in order to respect privacy and provide protection from virus infection.

**Meeting closed 9.15pm**

**Minutes signed as correct by Chairperson**

**Signature**.....

**Date**.....