

ZENNOR PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 10th APRIL 2018 AT 7.30 PM IN ZENNOR VILLAGE HALL

1. PRESENT: Councillors Jon Brookes (Chairman), Sam Nankervis (Vice-Chairman), Millie Ainley, Lottie Millard, Nicky Monies, Nick Lambert. **IN ATTENDANCE:** Fiona Drew (Clerk). **APOLOGIES:** Kevin Hughes, Simon Elliott (Cornwall Councillor), PCSO Terry Webb.

2. TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY & OTHER INTERESTS, RELATING TO ANY AGENDA ITEM, AND TO DETERMINE REQUESTS FOR DISPENSATION WHERE APPLICABLE: The Chairman declared an interest as the Vice-Chairman of Towednack Parish Council, Vice-Chairman of the Dark Skies Group and regarding the parish paths.

3. PUBLIC PARTICIPATION: John Lindfield & Steve Domney were present to discuss the mast. John Linfield thanked the Council for arranging the meeting and the notes provided. A discussion took place regarding the alternative system that Steve had put forward at the meeting, which is currently being trialed by EE in Cumbria. It was agreed that Steve would send through the information for the Clerk to see if this could be used in Zennor as EE had said in their promotional video that they were looking to roll it out to 1500 locations.

10. VILLAGE MATTERS:

a) Meeting with EE & Mast: Discussion took place regarding the system that Steve had suggested. It is Parallel Wireless suitable for rural locations and has been running across the world for 4-5 years so fully tested. It is a small shoe box size system with no big antennas and could have a flag pole on top of a tower which would distribute to other key points. It would require anywhere between 4 and 7 nodes depending on how much coverage EE wanted to provide. It would suit the area's topology and radio network, was unobtrusive, 5g capable, would give very good coverage, was very resilient and completely compatible with other networks. It could be installed very quickly but the catch is it is much more expensive. Following discussion, the Chairman **proposed** writing to EE, copying in Derek Thomas, Simon Elliott and Planning at Cornwall Council, to show that there is an alternative system that could be considered in Zennor. The proposal was **seconded** by the Vice-Chairman and **carried unanimously**. **RESOLVED:** The Clerk to write a suitable letter.

A further discussion then took place regarding the recent work that the Chairman had seen taking place at Trewey Vean Farm. Workmen had said they were putting in the fibre optic for a mast. Steve confirmed that this happens quite a lot and is groundworks prior to a mast going in. It was **agreed** that Steve and the Chairman would meet to look at the work and the Chairman would then email out their findings. The Chairman **proposed** sending a letter to Cornwall Council Planning, copying in EE & Derek Thomas, to query what was going on. The proposal was **seconded** by the Vice-Chairman and **carried unanimously**. **RESOLVED:** The Clerk to write a suitable letter.

Councillor Lambert reported that there had been activity recently at the tetra mast and wondered if they were getting ready to strip it. It was **agreed** that the Council would keep an eye on it.

8. PLANNING:

a) Applications: None

b) Decisions: None

c) Appeals: APP/D0840/W/17/3188788 Proposal: Installation of telecommunications compound including equipment cabinets, generator, satellite dishes and a 15m high pole on a concrete base. New opening formed in wall and provision of a 1.2m high fence surrounding the compound. Location: Land at Treen Farm, Zennor Appellant: EE. The Clerk reported that she had filed the statement as agreed at the previous meeting and that this appeal was still ongoing.

d) Pre-apps: None

e) Unauthorized Planning: None

f) To consider any other planning matter received at or before the start of the meeting: None

4. MINUTES OF THE LAST MEETING HELD ON 13th March 2018: The Chairman **proposed** that the minutes, previously circulated, were a true and accurate record of this meeting. The proposal was **seconded** by Councillor Millard and **carried unanimously**. **RESOLVED:** The Chairman signed the minutes.

5. MATTERS ARISING:

a) Defibrillators: The Clerk reported that this had now been paid for but that there had been a bit of confusion at Medisol's end between the Tinnars Arms invoice and the Council invoice, resulting in the Tinnars being refunded their money. This was now sorted and once the Tinnars had paid again the AED would be delivered to the Gurnard's Head.

b) First Aid Training: The Chairman reported that eleven people had attended and the session had been very worthwhile. The Council still had a further session booked with Mr Raggett and it was **agreed** to see if he could do this on Saturday 19th May. Once he had agreed the date the Clerk would advertise on the website and noticeboards.

c) Printer: The Clerk had had no response to the advertisement for this via Facebook. She had done a number of posters which it was **agreed** the Chairman would put up around the village.

d) Salt Bins: The Clerk reported back that Cornwall Council were no longer providing these bins. In order to get one in Zennor it would have to be funded by the Parish Council. It was **agreed** that no further action would be taken.

e) Church Bells: The Clerk reported that as it was now a new financial year that she would submit the Community Chest application for £250.00 as previously agreed. The Vice-Chairman gave a brief update on current fundraising.

6. COUNCILLOR REPORTS:

a) Cornwall Council: The Chairman read out Councillor Elliott's report. He said that he would support the Council whatever action they decided to take regarding the mast. He reported about issues with Highways and the roads and how he was trying to get action taken. He noted he would be unable to vote on the Cornwall Stadium proposal due to a disclosable interest. He asked if the Council would be interested in a Community Banking rep coming to speak to them from Nat West about what they could offer in Zennor. It was **agreed** to ask the rep to come to a future meeting. He requested that the Council publicize his details so all parishioners knew how to get hold of him. The Clerk confirmed that she had added these to the website and suggested putting a small poster on each of the noticeboards.

b) Towednack Parish Council: None.

9. HIGHWAY MATTERS:

b) Highway Issues: Councillor Millard had reported the problems on the B3306. It was noted that someone had been out and cones put round this. The pothole that the Clerk had previously reported near the Gurnard's Head had been mended but had now broken up again. Problems were reported at Trendrine and Pump Lane was breaking up again, although this must have been reported as it has green paint around it. A further problem was noted at Towednack Corner. It was **agreed** that the Clerk would report any problems but she requested that Councillors please

send her photos as the online link requested these. It was easy to report online and any member of the Public could report a problem via the Council website using the following link: <https://www.cornwall.gov.uk/transport-and-streets/roads-highways-and-pavements/highway-maintenance/potholes/report-a-pothole/>. Following discussion, the Vice-Chairman **proposed** that the Council write a strongly worded letter to Councillor Elliott regarding the current state of the roads in the Parish. The proposal was **seconded** by the Chairman and **carried unanimously**. **RESOLVED:** The Clerk to write a suitable letter.

7. POLICE REPORT: No crimes had been reported. The Chairman read out an email from the Police Commissioner Jeff Coe regarding a Councillor Advocate scheme. They were looking for a representative from each Council. The Chairman suggested asking Councillor Hughes as he already represented the Council on the Police Liaison Group.

9. HIGHWAY MATTERS:

a) Transport Report: Nothing to report.

c) Fly Tipping: Councillor Ainley reported that a caravan had been dumped in the parish. The Chairman confirmed that he had reported this to PCSO Webb by email and was waiting for a response. However, he was aware of details of the person responsible for dumping it, as it had previously been the subject of an Enforcement order in Towednack. It was **agreed** that the Chairman would speak to the person responsible.

d) Kerrowe Corner: Although this had been cleared out the recent rain had again caused more problems.

10. VILLAGE MATTERS:

b) Parish Plan: Nothing to report. The Chairman asked what the Council thought about the idea of becoming a Plastic Free Coastline. It was **agreed** to find out more about this and put it on the next agenda.

c) National Trust Grazing Scheme: Following the Chairman & Vice-Chairman's meeting with the National Trust, Ash Pearson had agreed to provide further information when it was available. This would then be put on the agenda for further discussion.

11. PARISH PATH MATTERS:

a) Local Maintenance Partnership Contract: The Chairman sat out of this item due to a disclosable interest and the Vice-Chairman took over chairing the meeting. A discussion took place regarding the quote provided by Sam Brookes for the footpath cutting for 2018/19. The Vice-Chairman **proposed** offering the LMP contract to Sam Brookes, subject to the Clerk receiving all the necessary paperwork from Mr Brookes. The proposal was **seconded** by Councillor Lambert and **carried unanimously**. **RESOLVED:** The Clerk to sort out the necessary paperwork with Mr Brookes.

b) South West Coast Path Maintenance Partnership Contract: The Clerk gave details of the tender received for the coast path cutting from Tyrone Martin. Mr Martin had recently met with the Chairman as he had also tendered and got the Towednack SWCP contract. The Chairman reported that the meeting had been very successful and **proposed** offering the contract to Mr Martin, subject to the Clerk receiving all the necessary paperwork. The proposal was **seconded** by Councillor Monies and **carried unanimously**. **RESOLVED:** The Clerk to sort out the necessary paperwork with Mr Martin.

c) National Trust Meeting with Ash Pearson: The Chairman reported on a successful meeting with Ash Pearson from the National Trust. The Clerk then read out an email from Mr Pearson who confirmed that he would keep the Council up to date with any future National Trust development. It was **agreed** that the Clerk would write to Mr Pearson offering him a slot on any future Council meeting should he have anything relevant to report.

12. DARK SKIES: Nothing to report.

13. FINANCIAL MATTERS:

a) Summary of Accounts: The Clerk circulated a Summary of the Accounts to date and a number of payments totaling £267.61 were **approved** for payment and receipts totaling £2334.89 were noted.

b) Annual Accounts 2017 / 18: The Clerk had previously circulated a statement of accounts, payments and receipts for the Councillors to consider. There were no questions so the Chairman **proposed** approving the accounts for 2017/18. The proposal was **seconded** by the Vice-Chairman and **carried unanimously**. **RESOLVED:** The Chairman and Clerk signed the accounts.

c) Annual Governance & Accountability Return (AGAR) Certificate of Exemption: The Clerk explained that this year the External Audit procedures had changed. Although the Council was still required to complete the AGAR as previously, undertake the relevant period of public rights and publish all documents on the website, they could exempt themselves from a limited assurance review. Following discussion, the Vice-Chairman **proposed** that the Council sign the Exemption Certificate. The proposal was **seconded** by Councillor Ainley and **carried unanimously**. **RESOLVED:** The Chairman signed the Certificate of Exemption and the Clerk to return it to the External Auditor.

d) Internal Auditor: The Clerk reported that under the new AGAR rules it was imperative that the Internal Audit was completed prior to the Council approving and signing off Section 1 (Annual Governance Statement) & Section 2 (Accounting Statements). Following discussion, the Chairman **proposed** asking John Linfield to undertake the Internal Audit as previously. The proposal was **seconded** by the Vice-Chairman and **carried unanimously**. **RESOLVED:** The Clerk to pass all relevant documents to Mr Lindfield for the internal audit and then put the AGAR as an agenda item for approving next month.

14. CLERK'S REPORT: The Clerk reported that she had now updated the About Your Council section of the website to include Responsibilities & Organization, Parish Council Members and Governance & Procedures. A discussion took place regarding Councillor emails and it was agreed that if anyone wanted a separate Council email they would get their own free own via google / outlook etc. The Clerk also reported that she felt that the Council didn't need a separate deposit account for the earmarked reserves. A discussion took place about what the reserves were earmarked for and it was **agreed** that the Clerk would investigate what the cost of a future contested election would be for the next agenda.

15. CORRESPONDENCE:

a) Great British Spring Clean: A discussion took place regarding this and it was suggested that everyone took on something to help tidy up the parish. It was **agreed** to put something in the next Mermaid's Echo and to be active and to speak to people to encourage everyone to do their bit. It was **agreed** to put this on the next agenda.

b) Photos of millennium project: Chunky Penhaul had put the images onto a DVD. It was **agreed** to put this on the next agenda and the Chairman would look at the photos to see if suitable for putting on the website which Councillor Lambert offered to do. The Chairman **agreed** he would thank Mr Penhaul for doing this.

16. DATE OF NEXT MEETING: 8th May 2018 Parish Meeting to be held at 7.15pm followed by the AGM at 7.30pm

17. AGENDA ITEMS FOR NEXT MEETING: Councillors to contact the Clerk no later than Monday 30th April with items they wish to be included, other than those already noted in the minutes. Gurnards Head Sewage system.

There being no further business, the Chairman closed the meeting at 9.18pm.

Signed: _____ Chairman

Date: _____