

# ZENNOR PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 9<sup>TH</sup> JULY 2019 AT 7.30 PM IN ZENNOR VILLAGE HALL

**1. PRESENT:** Councillors Jon Brookes (Chairman), Sam Nankervis (Vice Chairman), Jennifer Gourley, Katharine Heron, Nick Lambert. **IN ATTENDANCE:** Fiona Drew (Clerk), Councillor Simon Elliott (Cornwall Council), Liz Thompson. **APOLOGIES:** Councillor Millie Ainley, Peggy Rickaby (Transport Officer).

**2. TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY & OTHER INTERESTS, RELATING TO ANY AGENDA ITEM, AND TO DETERMINE REQUESTS FOR DISPENSATION WHERE APPLICABLE:** The Chairman has interests as a Councillor for Towednack Parish Council, Vice-Chairman of the Dark Skies Group, on the Executive Committee of the Penwith Landscape Partnership, and regarding the parish paths.

**3. PUBLIC PARTICIPATION:** None

**4. ACTION REQUIRED ON MATTERS RAISED DURING PUBLIC PARTICIPATION:** None.

**5. MINUTES OF THE LAST MEETING HELD ON 11<sup>TH</sup> JUNE 2019:** It was **RESOLVED unanimously** that the minutes, previously circulated, were a true and accurate record of this meeting.

### **6. MATTERS ARISING:**

**a) Planning Applications considered at last meeting:** The Clerk updated on the three applications discussed at the June meeting, all of which are still awaiting a decision.

**b) Parish Map & Noticeboards:** The Chairman reported that he was hoping to fix the map back onto the granite in the next few days and was waiting to hear back about the noticeboards.

**c) Timetable for Community Governance Review:** The Clerk confirmed the dates for the process and the Chairman would put details about the review on the noticeboards.

### **7. PLANNING:**

**a) Applications:** None

**b) Decisions: PA19/03075** Proposal: Installation of 3 roof windows to rear pitch of barn. Location: Kernow Barn, Higher Kerrowe Farm, Newmill, Penzance. Applicant: Mr Barry Heather **APPROVED WITH CONDITIONS.**

**c) Appeals:** None

**d) Pre-apps: PA19/01533/PREAPP:** Proposal: Request for minimum energy efficiency standards (MEES) exemption evidence. Location: Wicca, Zennor TR26 3BW Applicant: Lanhams Property Management. The Chairman permitted Jean Nankervis to speak on this item. Councillor Elliott confirmed what the minimum energy standards meant and why an exemption might be required. Following discussion, it was **RESOLVED unanimously** that should a full application come in prior to the next meeting in September then Councillor Elliott would represent the Parish Council to support Mrs Nankervis on this and would liaise with both the Clerk and Mrs Nankervis if required.

**e) Any other Planning Matter received at or before the start of the meeting:** None

## 8. COUNCILLOR REPORTS:

a) **Chairman's Report:** See Agenda Item 14.

b) **Cornwall Councillor Report:** Councillor Elliott reported that he would be putting in a submission to the Community Governance Review to cover all the parishes he represents. He noted that Treliske was currently under a lot of pressure and it was important to make visitors aware of the minor injuries' unit at Penzance to help alleviate problems.

9. **POLICE REPORT:** PCSO Webb reported, via the Clerk, that there had been no crimes over the past month.

## 10. REVIEW OF COUNCIL POLICIES:

a) **Standing Orders:** It was **RESOLVED unanimously** to accept the amendments circulated previously by the Clerk and to approve the amended Standing Orders with a view to adopting this draft at the next meeting.

b) **Financial Regulations:** It was **RESOLVED unanimously** to accept the amendments circulated previously by the Clerk and to approve the amended Financial Regulations with a view to adopting this draft at the next meeting.

c)-i) **Broadcasting & Social Media Policy, Complaints Procedure, Equal Opportunities Policy, Privacy Policy, Publication Scheme, Social Media Policy, Subject Access Request Policy.** It was **RESOLVED unanimously** that, following review, no amendments were required to these policies.

## 11. HIGHWAY MATTERS:

a) **Transport Report:** None

b) **B3306 at Chykembro:** The Clerk read out an email from Highways and circulated the draft design of the proposed work. It was **agreed** to respond thanking them for the proposal but to express real concern regarding the timing of the work, how the traffic will be managed, what is preventing heavy rainfall eroding the bank underneath the road, and regarding the timing of the planned surface dressing work in relation to this.

c) **Surface Dressing & Treatment Works for 2019/20 & Follow up from Highways Engagement Event:** It was **agreed** to write to Highways to say that the Parish Council were willing to comment on any plans for traffic management and timing of works to fit in with the patterns of the community.

d) **Highway Issues:** None

e) **Fly Tipping:** It was **agreed** the Clerk would report building rubble that had been left at Bosporthennis.

## 12. VILLAGE MATTERS:

a) **Flagpole:** The Clerk reported that the Parish Council had been offered a free flagpole by Symons Construction. It was **agreed** that the Clerk would notify the PCC.

b) **Red Ensign on Merchant Navy Day:** Following discussion it was **agreed** unanimously, if feasible, to fly the Red Ensign on 3<sup>rd</sup> September for Merchant Navy Day.

c) **Feedback on LLCA Workshop and the role of the PLP:** Councillor Heron had prepared some feedback on the sessions which the Chairman circulated to all Councillors. Lengthy discussion took place regarding the poor delivery of the training, what the data would be used for, how it could be used to benefit the Parish, and what the role of the PLP and their staff was. It was **agreed** to hold a meeting on Tuesday 13<sup>th</sup> August at 7.00pm with all those who had volunteered to gather data, in order to pool the information collected so far and put together a group submission for the planned meeting with the PLP staff on 16<sup>th</sup> August. The Chairman confirmed that he would be attending an Executive meeting of the PLP on Friday 12<sup>th</sup> July and would be raising all the concerns aired and asking for responses.

**13. PARISH PATH MATTERS:** Councillor Gourley raised a concern about cutting done by the farmer from Boswedden to the top of William's field as the ditch had now been covered in the cuttings and was impossible to see. It was **agreed** that the Vice-Chairman would speak to him regarding this. Liz Thompson reported that the top granite had come down off the stile next to the stream near the Gurnard's Head. It was **agreed** that the Clerk would report this to Hamish Gordon at Cornwall Council. The Clerk reported that Sam Brookes had nearly completed the first cut on the footpaths and everyone agreed they were looking good.

**14. DARK SKIES:** The Chairman circulated leaflets with details of the consultation event taking place on Wednesday 17<sup>th</sup> July from 4-7pm at St John's Hall. He confirmed that he would be attending and all are welcome. The Clerk confirmed that Sue James would be writing to Parish Councils to request formal support in due course. It was **agreed** unanimously that Councillors supported the principle of the Dark Skies bid.

**15. FINANCIAL MATTERS:**

**a) Summary of Accounts:** The Clerk circulated a Summary of the Accounts to date and invoices totaling £1094.00 were approved for payment.

**b) Quarterly Budget Update:** The Clerk circulated a budget update to include the July figures, which were currently in line with the budget set.

**c) Bank Signatory Arrangement:** It was **RESOLVED unanimously** that Councillor Gourley would become a signatory to the account.

**d) Community Chest Grant Application:** It was **agreed** to wait until this had been approved by the Village Hall Committee.

**16. CLERK'S REPORT:** The Clerk reported that she needed to update the virus protection on the laptop. Councillor Lambert suggested speaking to Councillor Elliott for advice. She reported that, following her recent review, she was interested in finding out more about CiLCA training. She asked Councillors to confirm if they had any changes to their Register of Interest forms (there were none) and asked new Councillors to note proposed dates and venues for Code of Conduct Training. It was **agreed** that they would wait until a session was put on in Penzance.

**17. CORRESPONDENCE:**

a) Cornwall Council – Polling Districts & Polling Places Review Stage 2 Consultation due 29<sup>th</sup> July – noted.

b) Holly Whitelaw – Climate Emergency Action email – it was **agreed** to put this on the next agenda.

c) Localism & Devolution Bulletins: Climate Change & Carbon Neutral Cornwall – for the next agenda.

d) Cornwall Council – Street Trading Review Consultation due 31<sup>st</sup> October – noted.

e) Cornwall Council - Consultation Planning for Coastal Change – noted.

f) Natural England Coastal Access – S W Coastal Access – noted. Liz Thompson reported that on the coast where it crossed near Gurnard's Head, she had recently seen two men demolishing a small hedge which used to have a stile in it, and erecting a granite stone. It was **agreed** that the Clerk would contact the National Trust to enquire what was happening and remind them of previous conversations relating to grazing.

**18. DATE OF NEXT MEETING:** Tuesday 10<sup>th</sup> September 2019

**19. AGENDA ITEMS FOR NEXT MEETING:** Councillors to contact the Clerk no later than Monday 2<sup>nd</sup> September with items they wish to be included, other than those already noted in the minutes. Councillor Lambert requested that the issue of off-road bikers be included.

**20. EXCLUSION OF THE PRESS AND PUBLIC:** Following discussion, it was **RESOLVED unanimously** not to exclude the press and public for the following agenda items:

**21. CO-OPTION FOR PARISH COUNCILLOR VACANCY:** The Chairman introduced Liz Thompson who spoke about her interests and background. It was then **RESOLVED unanimously** to co-opt Liz to the vacant Councillor position.

**22. CLERK'S ANNUAL REVIEW:** The Chairman reported that he had recently carried out the Clerk's annual review which he had circulated to all Councillors along with the Clerk's proposal to be put on the NJC Spinal Column Point system. It was **RESOLVED unanimously** that the Council fell into LC1 above substantive range and that the Clerk be put on SCP Level 13. Discussion also took place regarding an annual allowance and it was **agreed** that the Clerk would do some more research into this.

There being no further business, the Chairman closed the meeting at 9.30pm.

Signed: \_\_\_\_\_ Chairman

Date: \_\_\_\_\_

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