

ZENNOR PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 9TH JUNE 2020 VIA ZOOM COMMENCING AT 7.30 PM

PRESENT: Councillors Jon Brookes (Chairman), Sam Nankervis (Vice Chairman), Molly Banks, Jennifer Gourley, Katharine Heron, Nick Lambert, Liz Thompson.

IN ATTENDANCE: Fiona Drew (Clerk), Cornwall Councillor Simon Elliott.

The Chairman welcomed everyone to the first virtual Parish Council meeting and ran through some housekeeping matters relating to how the meeting would run.

1/20-21 APOLOGIES FOR ABSENCE

None

2/20-21 DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None

3/20-21 PUBLIC PARTICIPATION

This item was moved to the end of the agenda.

4/20-21 ACTION REQUIRED ON MATTERS RAISED DURING PUBLIC PARTICIPATION

This item was moved to the end of the agenda.

5/20-21 MINUTES OF THE LAST MEETING HELD ON 10TH MARCH 2020

It was **RESOLVED unanimously** that the minutes, previously circulated, be signed by the Chairman as a true and accurate record

The Vice-Chairman joined the meeting at 7.40pm.

6/20-21 MATTERS ARISING

The report from the Clerk regarding matters arising from the March minutes was noted as follows:

1. Matters Arising
 - (a) PA20/00633: Milldowns Farm – approved with conditions
 - (b) Cattle Grid Stile – work now completed

2. Planning Applications
 - (i) PA20/09645: Proposed extension and associated external alterations including raising of existing ridge and eaves reforming castellations to original tower; The Tower House – reconsulted – awaiting decision.
 - (ii) PA20/00689: Conversion of existing barns to form two self-contained residential units and linked annexe / holiday let; Trewey Farm – reconsulted – awaiting decision.

- (iii) PA20/01281: Certificate of lawfulness for existing use of a building as a dwelling house and the use of land as its curtilage; The Retreat – granted.
 - (iv) PA20/00339/PREAPP: Historic building advice for the relocation of existing dangerous stair, creation of new access stair and revisions to layout of manager's apartment at first floor level; The Tinnars Arms – awaiting advice.
3. Village Matters
- (a) Carbon Neutral – thermal imaging camera purchased; other events on hold
 - (b) Parish Plan & LLCA – on hold
4. Highways Matters
- (b) Bus at Treen Common – this was reported to the police but no action has been taken as the current policy on anyone living in vehicles is to tolerate until the current restrictions are lifted as long as they remain in one place
5. Parish Path Matters
- (d) Path Cutting – will take place in due course
6. Correspondence
- (f) Noticeboards – on hold

Any actions not completed from the March minutes will be followed up when feasible given the current pandemic.

7/20-21 RATIFY DECISIONS TAKEN UNDER EMERGENCY SCHEME OF DELEGATION

It was **RESOLVED unanimously** to ratify the following decisions taken in March under delegated authority:

ESD/01 To set out in a Business Continuity Plan how Council will act for Planning Applications / Processing Payments / Respond to Other Issues / Recording Decisions taken.

ESD/02 PA20/01281: Certificate of lawfulness for existing use of a building as a dwelling house and the use of land as its curtilage; The Retreat – Zennor Parish Council is unable to support the request for a Certificate of Lawfulness. Councillors feel that this current application is solely as a result of a failure by Cornwall Council in not following through with a breach of planning control. When permission was granted in 2012, one of the conditions was that 'the development hereby permitted shall be used as holiday accommodation only and shall not be occupied as a person's sole or main place of residence'. The applicants blatantly ignored this restriction from 2015 onwards as shown by their sworn testimony and evidence provided. Reference to a lack of enforcement is actually highlighted in the agent's Article 39 Statement of Support: 'Consequently ... the fact that no enforcement notice has been issued by the LPA, the application building used as a permanently occupied dwelling house within Use Class C3 and the adjoining land used as its domestic curtilage are lawful.' By supporting the application, the Parish Council believes this will set a precedent for others who wish to live in Zennor, an Area of Outstanding Natural Beauty, that the way to do so is by ignoring planning restrictions that may be placed upon them, as all they need to do is sit and wait for four years to pass and their actions then become lawful. This certificate of lawfulness will allow the applicants to gain a permanent home in an area where no new builds are allowed. Furthermore, in this age of permitted development rights there will be nothing to stop the applicants extending the current accommodation without recourse to further permission. To ask the Parish Council to support such an application makes a mockery of the planning process.

ESD/03 PA20/00689: Conversion of existing barns to form two self-contained residential units and linked annexe / holiday let; Trewey Farm – Zennor Parish Council is happy to support the amendments to this application. It feels that these amendments have addressed the concerns that the Council raised following the initial submission and hope that the applicants will consider installing appropriate blackout blinds, and keep outside lighting to a minimum, in line with the Parish's commitment to Dark Skies.

ESD/04 To approve all payments listed in the Receipts & Payments Schedule for May 2020.

ESD/05 To support the Local Electricity Bill, supported by a cross-party group of 116 MPs during the 2017-19 Parliamentary session; and to write to Derek Thomas asking him to support the Bill in Parliament and to the organisers of the campaign for the Bill, Power for People, info@powerforpeople.org.uk, expressing its support.

ESD/06 PA20/09645: Proposed extension and associated external alterations including raising of existing ridge and eaves reforming castellations to original tower; The Tower House – Zennor Parish Council maintains its objection to this application despite the amended plans submitted. It has been argued by the agent that the castellations restore the house to its former appearance so that they won't be setting a precedent for other properties. However, the Tower House has had its present appearance for so long that its former state no longer gives any weight to this argument. The current house is in keeping and complements others in the area. To add castellations would make the house more dominant and visible in the area from both the road and the path. Secondly although the north facing windows have been reduced in size from the original application, the Parish Council still feels that these are too large and will do nothing to conserve or enhance the natural beauty of the AONB where this property sits. Furthermore, the concerns raised previously regarding light pollution in relation to the Dark Skies application that is pending for West Penwith still stand.

ESD/07 To adopt an amendment to the Standing Orders to meet the statutory requirements for the holding of remote meetings, and this lasts until 7th May 2021 or the repeal of legislation whichever is the earlier.

ESD/08 To approve procedures for holding remote meetings.

Councillor Thompson joined the meeting at 7.50pm.

8/20-21 COUNCILLOR REPORTS

a) Cornwall Councillor Report: Councillor Elliott reported on how Planning Committees were currently operating; the postponement of the Tour of Britain to the same route next year; the new Head of Highways; the new bus contract; how Adult Education courses were benefiting from running virtually.

b) Chairman's Report: The Chairman reported on the International Dark-Sky Association's response to the current application on the grounds of size, the options available and the implications that may have. He is due to attend a meeting to discuss the way forward shortly and Councillor Elliott asked for his support to be recorded for Dark Sky Reserve status.

9/20-21 HIGHWAY MATTERS

a) Highway Issues:

i) The B3306 was currently undergoing extensive patchworking in small sections as well as some drainage work. There had been issues that County had not informed local businesses it was taking place and that there would be road closures. It was noted that there was 70+ potholes and Highways only seemed to be filling some of them. It was **agreed** that Councillor Gourley would map all the current potholes and Councillor Elliott would follow up with Highways.

ii) Chykembro – It was noted that no work had taken place here since the lockdown started except that the 30mph sign has been stolen.

b) Fly Tipping: Councillor Gourley reported that she had flagged the slates & asbestos on the Newmill Road and it was **agreed** the Clerk would report this again.

10/20-21 PARISH PATH MATTERS

a) Access to Treen Cove: A brief discussion took place and it was **agreed** until the relevant people were available this needed to be put on hold. The Clerk and the Chairman would rearrange a meeting with the owners when feasible.

b) Dog Mess Signs: Councillor Banks reported that she now had some granite from David Mann and following discussion it was **agreed** to place the signs as follows: i) on the pole at the back of the Tinnars leading onto the coast path; ii) on Harry's farm on the foot of the path up to Gurnard's; iii) by the Village Hall on the path to Tremedda. It was also **RESOLVED unanimously** to agree a small additional spend to allow for materials and Mike's time in fixing the signs.

c) Any footpath or coast path issues: None.

d) Update on the National Trust grazing programme: Councillor Thompson confirmed that the meeting with Ash Pearson had been cancelled due to Covid-19. She reported on the state of Boswednack Cliff and, following discussion about the grazing programme and its effect on the flora and fauna on the cliffs, it was **RESOLVED unanimously** that Councillor Thompson would draft a letter for the Clerk to send to the trustees of the National Trust, expressing the Council's grave concerns regarding this.

11/20-21 FINANCIAL MATTERS

a) Review Council's Insurance: The Clerk had circulated three quotes prior to the meeting, the cheapest of which was the renewal quote for Ecclesiastical with no increase in premium. The Clerk had checked the policy details and it was **RESOLVED unanimously** to accept this quote.

b) Annual Accounts for 2019/20: The Clerk had previously circulated a statement of accounts, payments and receipts for Councillors to consider. There were no questions and it was **RESOLVED unanimously** to approve the RFO's annual accounts for 2019/20.

c) Fixed Asset Register 2019/20: This had been circulated prior to the meeting. Additions were noted and it was **RESOLVED unanimously** to agree the document as presented.

d) Annual Governance & Accountability Return (AGAR) Part 2 Internal Audit 2019/20: This has been circulated prior to the meeting. No issues were raised by the auditor and it was **RESOLVED unanimously** to receive and note the report.

e) Annual Governance & Accountability Return (AGAR) Part 2 Certificate of Exemption 2019/20: The Clerk explained that once again the Council could choose to exempt themselves from a limited assurance review. Following a brief discussion, it was **RESOLVED unanimously** that the Chairman sign the Exemption Certificate.

f) Annual Governance & Accountability Return (AGAR) Part 2 Section 1 Annual Governance Statement 2019/20: Councillors considered the report of the Clerk, circulated with the agenda, and the Annual Governance Statement was completed by the Chairman. Once completed, it was **RESOLVED unanimously** that the document be approved and signed by the Chairman and Responsible Officer.

g) Annual Governance & Accountability Return (AGAR) Part 2 Section 2 Accounting Statements 2019/20: The Accounting Statements, prepared and signed by the Responsible Officer, had been circulated prior to the meeting. It was **RESOLVED unanimously** that the document be approved as presented and signed by the Chairman.

h) Summary of Accounts: It was **RESOLVED unanimously** to note direct debit payments and approve payments due as follows:

Direct Debit Payments:

Google Suite for May	£4.14
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Payments Due:

Domain name renewal	£90.00
Clerk's Salary	£549.60
HMRC PAYE	£137.40
Clerk's Expenses	£44.39
Insurance Renewal	£218.00
ICO Data Protection renewal	£35.00

12/20-21 COUNCIL ADMINISTRATION MATTERS

a) Changes required due to Website Accessibility Legislation: The Clerk had circulated a report related to the legislation and what the implication this would have for the Council. A discussion took place regarding the options available. It was **agreed** that further discussion was needed on what the Council wanted the website to achieve against the cost, and that the Clerk and Councillor Banks would each get a breakdown of costs to bring to the next meeting. It was further **agreed** that the Clerk would draft an Accessibility Statement to approve at the next meeting to ensure this was in place by September 2020.

3/20-21 PUBLIC PARTICIPATION (This item had been moved from earlier in the agenda)

1. Councillor Banks read out correspondence she had received from a member of the public regarding a complaint made by Cornwall Council about business signage in the village. Councillor Elliott agreed to speak with the person concerned to see what he could do to assist.

2. Councillor Lambert raised concerns from members of the public regarding holiday cottages re-opening.

13/20-21 DATE OF NEXT MEETING

Tuesday 14th July 2020.

14/20-21 AGENDA ITEMS FOR NEXT MEETING

Councillors to contact the Clerk no later than Monday 6th July with items they wish to be included, other than those already noted in the minutes.

There being no further business, the Chairman closed the meeting at 9.02pm

Signed: _____ Chairman Date: _____

DRAFT