

Kenwyn Parish Council

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MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON WEDNESDAY 25th JULY 2018 AT SHORTLANESEND VILLAGE HALL AT 7.17PM

101/2018 PRESENT: CLLRS. I HOLROYD (CHAIRMAN), J SHENTON (VICE CHAIRMAN), W ROBINSON, S HORNE, F J DYER, B HILTON, J DUNN, K POLKINGHORNE, J SAMS

MRS K J HARDING – CLERK TO THE COUNCIL

Also present: one member of the public

102/2018 APOLOGIES: Cllr. B MARTIN

103/2018 TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS

MEMBERS ARE INVITED TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS IN ITEMS ON THE AGENDA AS REQUIRED BY THE KENWYN PARISH COUNCIL CODE OF CONDUCT FOR MEMBERS AND BY THE LOCALISM ACT 2011.

No declarations of interest.

104/2018 PUBLIC PARTICIPATION (10 MINUTES MAXIMUM, 3 MINUTES' MAXIMUM PER PERSON)

Cllr. Robinson – reported on flytipping in a field gateway adjacent to Garras Farm. Furniture and garden waste had been dumped there. He produced photos of the waste and the map reference numbers. He had been contacted by The Forestry Commission and members of the public.

Cllr. Dyer said he would take this up and get the rubbish removed.

Cllr. Dunn – asked Cllr. Dyer for a response to his email sent some weeks before asking for an update on the Chyvelah School Stone that was taken by Cllr. Dyer to the school many months ago. Cllr. Dunn wished to know if Cllr. Dyer had followed up the eventual location site for the stone with the school as promised. Cllr. Dyer repeated his report on how the stone was given to the school and transported there by himself but he then advised he had not followed this up any further as yet.

Cllr. Horne suggested the Clerk write to the school offering the stone as a Foundation Stone for the new building they were hoping to construct. The Clerk would stress the importance of the stone.

Cllr. Polkinghorne – advised he had applied for a grant towards the cost of CCTV at Threemilestone Playing Field. Cllr. Shenton asked if this was agreed by the parish council and when it was discussed at a meeting. Cllr. Polkinghorne advised it had not been discussed or agreed because meetings had been cancelled and if he had waited for the next meeting the closing date would have passed.

Cllr. Robinson asked whether this would cost the parish council anything, Cllr. Polkinghorne advised it wouldn't.

105/2018 TO APPROVE FIRST AND SECOND MONTHLY PAYMENTS FOR JULY 2018 AND MONTHLY PAYMENTS FOR AUGUST AHEAD OF SUMMER RECESS

The first and second monthly payments for July and the August payments had been checked by Cllr. Holroyd and Cllr. Robinson and found to be in order. Both councillors recommended them for payment.

RESOLVED: TO PAY THE MONTHLY ACCOUNTS FOR JULY & AUGUST 2018 INCLUDING BOTH JULY PAYMENTS AND THE PAYMENTS FOR AUGUST 2018

PROPOSED BY: Cllr. Dunn

SECONDED BY: Cllr. Robinson

VOTE: unanimous

106/2018 TO APPROVE THE MINUTES OF PREVIOUS MEETINGS

The minutes of the Planning Committee Meeting held on 13th June 2018 were agreed and signed.

The minutes of an Ordinary Parish Council Meeting held on 13th June 2018 were agreed and signed.

The minutes of the Planning Committee Meeting held on 27th June 2018 were agreed and signed.

The minutes of the Footpaths Committee Meeting held on 27th June 2018 were agreed and signed.

The minutes of the Parks, Amenities and Open Spaces Committee Meeting held on 27th June 2018 were agreed and signed.

107/2018 TO RECEIVE AN UPDATE ON WORK BEING CARRIED OUT BY PARISH COUNCIL SOLICITORS TO END OUTSTANDING LEASE AT SHORTLANESSEND VILLAGE HALL

No update.

108/2018 TO CONSIDER AND FORMULATE A RESPONSE TO THE DRAFT RECOMMENDATIONS FROM THE BOUNDARY COMMISSION ON CORNWALL COUNCIL DIVISION BOUNDARIES FOR CORNWALL AND NEW PARISH WARDING PROPOSALS FOR KENWYN PARISH

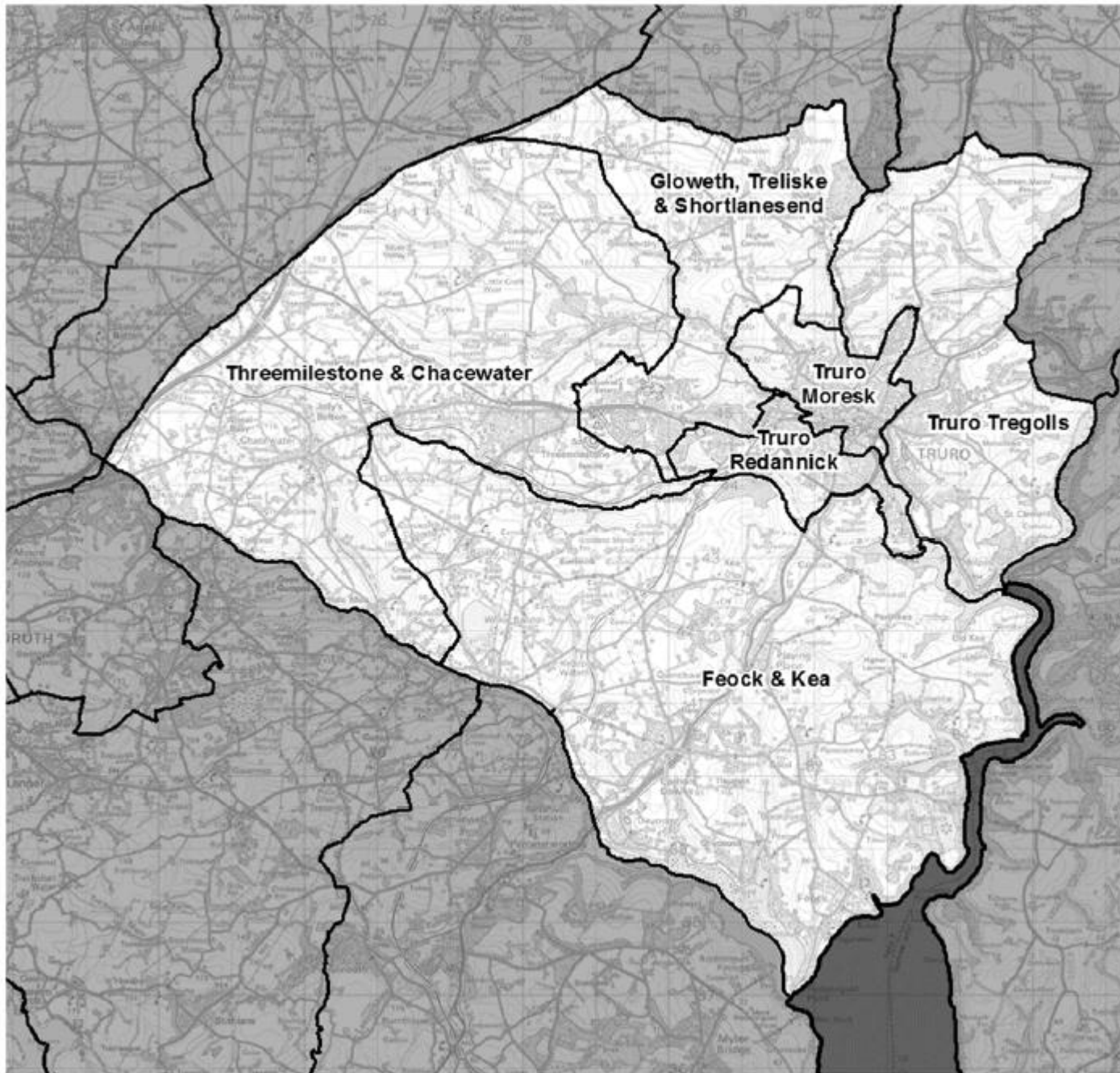
Dear Sir/Madam

You will be aware that The Local Government Boundary Commission for England (LGBCE) is currently reviewing the electoral arrangements of Cornwall Council to reduce the number of Cornwall Councillors to 87 from the May 2021 Council elections.

The LGBCE recently published its draft recommendations for the boundaries of 87 new electoral divisions and is conducting a public consultation until 17 September 2018.

Under the rules of the review, where a parish is to be divided between different divisions it must also be divided into parish wards, so that each parish ward lies wholly within a single principal council electoral division.

The LGBCE has recommended new Cornwall Council divisions covering your area as shown on the map below:



Interactive maps showing more detail are available via the LGBCE consultation portal: <https://consultation.lgbce.org.uk/node/9428>.

As a result of the above, the LGBCE has also recommended new parish ward arrangements for Kenwyn Parish Council as follows:

Draft recommendation	
Kenwyn Parish Council should comprise 14 councillors, as at present, representing three wards:	
Parish ward	Number of parish councillors
Gloweth	4
Shortlanesend	3
Threemilestone	7

Please note that the LGBCE cannot make or recommend changes to the external boundaries of parishes as part of this electoral review.

We would encourage your council to respond direct to the LGBCE to let them know whether your Council is in favour or against these proposals by 17 September 2018. This Council will be responding to the LGBCE on the proposed Cornwall Council electoral divisions but we are not intending to make representations directly relating to the parish warding arrangements.

If you have any alternative suggestions, please submit them with supporting evidence to the LGBCE **by 17 September 2018**. Similarly, if you support the LGBCE proposals you may wish to write to them to confirm that, again by the 17 September deadline. It would be helpful if you could also copy your comments to us at electoralreview2018@cornwall.gov.uk .

Cllr. Dyer – spoke on the Cornwall Council Division proposals. The Clerk and Chairman advised this agenda item was actually about the parish warding arrangements and not the proposals for the Cornwall Council divisions. Cllr. Dyer continued to talk on the Cornwall Council divisions.

Eventually discussion took place on the parish warding proposals.

Cllr. Hilton proposed and Cllr. Shenton seconded that the parish council supported the parish warding proposals. Vote: 7 in favour, 2 abstentions.

RESPONSE: Support

109/2018 TO DISCUSS THE USE OF THREEMILESTONE PLAYING FIELD CAR PARK BY SCHOOL STAFF AND VISITORS AND TO APPROVE, OR OTHERWISE, THE USE OF PARISH COUNCIL FUNDS TO CLARIFY THE LEGAL POSITION, ANY COVENANTS, ANY ESTABLISHED RIGHTS OF THE SCHOOL TO CONTINUE TO PARK IN THE CAR PARK. IF AGREED BY MEMBERS TO EMPLOY A SOLICITOR TO ADVISE ON THE LEGAL POSITION AND ANY APPROPRIATE MEASURES TO PREVENT THE SCHOOL STAFF AND VISITORS FROM PARKING THERE. DISCUSSION AND APPROVAL OF SIGNAGE IS DEFERRED UNTIL THE LEGAL POSITION CAN BE ESTABLISHED SHOULD THE PARISH COUNCIL AGREE TO END THE CURRENT USE OF THE CAR PARK BY THE SCHOOL

Cllr. Robinson – was annoyed that the school were saying the key to the lock was lost. This had gone on for many years and the lock had been changed several times because this was always the excuse for the gate being left unlocked.

Cllr. Dunn – advised this couldn't be true because when he had locked the gate it had been unlocked by the school in the morning.

Cllr. Horne – spoke on his meeting with the Headteacher where it had been agreed the gate would be locked. He had received an apology from the Headteacher for the gate being left unlocked.

Cllr. Horne felt there was a lack of effective communication between the school and the parish council. He had asked the Headteacher to canvass the children and come back with their wish list for new play equipment at Threemilestone Playing Field. Nothing had come from the school however.

Cllr. Horne suggested a more formal meeting with the school with other members to try to establish a better relationship while the legal work was carried out as to any established use given the time the school had used the car park.

Cllr. Polkinghorne said legal advice wasn't needed. He had the Transfer of Part Imposing Fresh Restrictive Covenants document which he read from. This was the basis of him advising no legal advice was needed.

Cllr. Shenton explained the legal advice was needed to see if the school's use of the car park over so many years had established rights that the council were not aware of.

Cllr. Horne advised he would still like a better working relationship with the school regardless of what the legal position was. The Chairman agreed and said he would be involved in any meeting with the school to achieve this better relationship. The Chairman would like the legal position clarified however.

Cllr. Polkinghorne said the school's use of the car park was not the problem. The problem would be if Cornwall Council implemented their yellow line proposals this would force workers and college students to park in the car park all day.

The Chairman advised the school was the problem given it was them that weren't locking the gate.

It was noted the gate was locked during school holidays and this should be reported to the solicitor to see if this broke the established use rights that may exist.

Cllr. Hilton queried why the gates were locked during school holidays when that was the very time parents would take their children to the park. He felt this was ridiculous. Cllr. Polkinghorne advised that if the gates were unlocked this would mean the parish council would have to employ someone to lock them at the end of the day. Cllr. Hilton suggested that was exactly what should happen.

Cllr. Polkinghorne said if the parish council owned gates were opened during the holidays the school car park could also be accessed. Members agreed that was not the council's problem.

Cllr. Polkinghorne advised the gates needed to be locked at night to prevent anti-social behaviour.

Cllr. Dunn agreed with Cllr. Hilton that the gates should be unlocked and open during school holidays.

It was agreed that the Chairman, Cllr. Dunn and Cllr. Horne would ask for a more formal meeting with the school in an attempt to build a more effective relationship between the school and the parish council. The Clerk would send this request to the Headteacher. Legal advice would be sought and members wished to cap the legal fees at £1000.

RESOLVED: The Chairman, Cllr. Dunn and Cllr. Horne would ask for a more formal meeting with the school in an attempt to build a more effective relationship between the school and the parish council. The Clerk would send this request to the Headteacher. Legal advice would be sought and members wished to cap the legal fees at £1000.

Proposed by: Cllr. Dunn

Seconded by: Cllr. Polkinghorne

Vote: unanimous

110/2018 TO APPROVE THE UPDATED TERMS OF REFERENCE FOR THE KENWYN PARISH COUNCIL PLANNING COMMITTEE

The Clerk advised she had amended the Terms of Reference to show any member of the council could call in an application.

Cllr. Polkinghorne advised he was still unhappy about the support given to the planning application at Agan Chy, Lower Hugus Road, Threemilestone by the parish council. Cllr. Hilton advised the meeting had to be cancelled due to it being inquorate. The number of responses from members was extremely low. The planning officer was happy with the application and would consider a condition to be put on any permission regarding the wall. With only Cllr. Polkinghorne being against the application and with those that had responded being in favour of it the decision was to support it.

Cllr. Horne advised this discussion was not what the agenda item was about. The agenda item was to approve the updated Terms of Reference for the Planning Committee.

RESOLVED: TO APPROVE THE UPDATED TERMS OF REFERENCE FOR THE KENWYN PARISH COUNCIL PLANNING COMMITTEE

PROPOSED BY: Cllr. Hilton

SECONDED BY: Cllr. Horne

VOTE: 6 in favour, 2 abstentions and one against.

111/2018 CORRESPONDENCE

Nothing raised.

112/2018 TO APPOINT A COUNCILLOR TO CHECK THE MONTHLY ACCOUNTS FOR SEPTEMBER

Cllr. Hilton was appointed to check the monthly accounts for September 2018.

113/2018 TO APPROVE AND ADOPT THE EXTERNALLY AUDITED ACCOUNTS FOR THE YEAR ENDING 31.03.18 (IF AVAILABLE)

Not available. Deferred to the next meeting.

114/2018 REQUEST FROM THE OWNER OF A PROPERTY ADJACENT TO SHORTLANESEND VILLAGE HALL CAR PARK FOR THE ADJOINING HEDGE TO BE TRIMMED BACK

RESOLVED: To pay for the hedge trimming at Shortlanesend Village Hall Car Park, to ask the grass cutters to carry out this work and to liaise with the owner of the property as to the height of the hedge and how much was trimmed.

Proposed by: Cllr. Hilton

Seconded by: Chairman

Vote: 8 in favour, 1 against.

The meeting closed at 8.15pm.

KENWYN PARISH COUNCIL
MONTHLY ACCOUNTS JULY 2018

Amounts since last meeting

	<u>Amount</u>	<u>ex vat</u>	<u>VAT</u>	<u>Chq. No.</u>
Utility Warehouse – electricity charges Shortlanesend Village Hall	46.67	44.17	2.50	DD

Payments

	<u>Amount</u>	<u>ex vat</u>	<u>VAT</u>	<u>Chq. No.</u>
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July 2018 Payments

Wages, Expenses and HMRC All Staff	4598.24			BACS
NEST – pension contribution	385.63			DD
Graham Harding - 2no. checks of play equipment at Threemilestone Playing Field during June 2018	40.00			003892
Friends of Lowena – Shortlanesend Village Hall Hire Deposit Refund	50.00			003893
Mr R Flexman – annual lease payment for Land at The Beynon Way increased by Current RPI	422.85			003894
Martin Hocking - Shortlanesend Village Hall Hire Deposit Refund	50.00			003895
Mrs K J Harding – refund cost of postage Stamps	27.84			003896
K Polkinghorne – mileage costs to Visit skate parks and meet reps re: S106 project at Threemilestone Playing Field	36.41			003897
Complete Weed Control (South West) Weed spraying in Shortlanesend, Threemilestone and Gloweth	1485.12	1237.60	248.00	003898
SAGE – monthly payment for Accounting software	26.40			DD
Graham Harding - Shortlanesend Village Hall Assist with installation of lights in village hall car park, drill out wall to fit lights, cement lights and sensors. Supply and spray weed killer to patio area and car park Labour & materials	248.00			003899

A1 Tree & Grounds Ltd. grass cutting at both Threemilestone and Shortlanesend Playing Fields during June	480.00	400.00	80.00	003900
UK Office Direct Ltd. – cleaning materials for Shortlanesend Village Hall and stationery	207.24	172.69	34.55	003903
Utility Warehouse – electricity charges June 2018 Shortlanesend Village Hall	34.93	32.98	1.95	DD
UK Office Direct Ltd. – stationery	59.70	49.74	9.96	003904
Graham Harding – Threemilestone Playing Field – supply, collect and Spread 2 cubic metres of play bark under swing	200.00			003905
James Bumford – JB Electrical Shortlanesend Village Hall annual Electrical inspection and PAT test	200.00			003906
Simon Hambury Electrical – Shortlanesend Village Hall Supply & Install 4 outside LED lights with 4 external PIR sensors one controlling each light. Installed in stone wall. Connection of cable into communal fuse board and connection of cable to each light/controls	844.50			003907
Sutcliffe Play SW Ltd. – supply 2no cradle swing seats to replace cracked seats at Threemilestone Playing Field	378.00	315.00	63.00	003908
Graham Harding – Supply and fit new combination padlock to replace lost padlock – cost repaid by Chairman who took responsibility for losing padlock	40.00			003909
Open Spaces Society – annual subscription	27.50			dd

Total £9889.03

KENWYN PARISH COUNCIL
MONTHLY ACCOUNTS AUGUST 2018

Payments

	<u>Amount</u>	<u>ex vat</u>	<u>VAT</u>	<u>Chq. No.</u>
<u>August 2018 Payments</u>				
Wages, Expenses and HMRC All Staff	4483.52			BACS
NEST – pension contribution	385.63			DD
Graham Harding - 2no. checks of play equipment at Threemilestone Playing Field during July 2018	40.00			003901
A1 Tree & Grounds Ltd. grass cutting at Both Threemilestone and Shortlanesend Playing Fields during July	480.00	400.00	80.00	003902
	<u>Total £5389.15</u>			