

ST KEW PARISH COUNCIL

Chairman: Cllr Richard Godden

Clerk: Cindy Powell, 6 Greenhill Villas, Wadebridge PL27 6HN

Tel: 01208 813339 Email: clerk@stkewparish.org.uk

www.stkewparish.org.uk



A Meeting of St. Kew Parish Council will be held in St. Kew Parish Hall on Tuesday 13th December 2016 commencing at 7.30 p.m. Members of the public are welcome to attend.

The Meeting will open for discussion period between members of the Public and the Council, this period is limited to a maximum of fifteen minutes

A G E N D A

1. **PUBLIC DISCUSSION**

2. Chairman's announcements and apologies for absence.

3. County Councillor and Police Reports

4. To consider and approve the Minutes of the previous Parish Council Meeting.

5. Matters Arising.

6. Correspondence

a) None to date

b) Any other important items of correspondence which the Chairman considers appropriate.

7. **Planning Applications**

PA16/10076- Mr And Mrs T Bourne, The Chapel Pendoggett St Kew - Proposed extension

PA16/10204 – Mr and Mrs Boyne, Tomphany Farm, Tregellist – Double storey extension to front of property

PA16/10359 – Mr and Mrs Ian Sutcliffe - Land South of Menhay Pendoggett Road St Kew

Outline application for the erection of a dwelling including formation of access 

Planning Decisions

PA16/10057 – Long Meadow Access to Lane End Farm - Non material amendment to modify the positions of some of the buildings and removal of one of the cabinets in respect of decision notice PA16/01202 - APPROVED

8. Schedule of Monthly Accounts November 2016

9. Adoption of Pre-planning Protocols

10. Telephone Boxes

11. Report of Neighbourhood Network Meeting

12. Parish Councillor reports and any other matters

13. Items for Pieces of Eight

14. Register of gifts and hospitality for Councillors and staff.

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Minutes of St Kew Parish Council Meeting held on Tuesday 8th November 2016 at 7.30 pm in St Kew Parish Hall

Present: Chairman: Councillor R Godden, **Councillors** J Lethbridge, T Mott, J Rowe A Godden, S Liddiard, R Hawken, J Rickard

County Councillor S Knightley

Apologies: Cllr S Liddiard (sick) PCSO Drennan

8 members of the public were present.

2071. Presentation to Councillor Richard Godden.

Past and present Parish Councillors were in attendance to congratulate the Chairman Richard Godden on 40 years of service as a councillor to the parish of St Kew. He was presented with a commemoration certificate designed by Mrs Fran Finnemore by the Vice Chairman John Lethbridge for his dedication and unfailing support to his fellow councillors

2072. Public Discussion

Observations regarding missing the finger post sign at Pendoggett which was removed when the one way system was implemented.

2073. Chairmans Announcements

The Chairman opened the meeting.

2074. County Councillor and Police Reports

County Councillor Knightley also offered his congratulations to Cllr R Godden. He advised that the Community Chest may have funds for signposts. The roundabouts at Trenant were being adopted by Egloshayle PC and planted with wild flowers to encourage bees. Traffic between Wadebridge and Camelford has increased as a result of the Bodmin road closures

2075. Council Meeting Minutes – To confirm and sign the Minutes of the Parish Council Meeting on 11th October 2016

Proposed by Cllr Mott seconded by Cllr Lethbridge it was AGREED that the Minutes of this meeting be a true and accurate record. All present at the meeting in favour.

2076 . Matters Arising

A reply was received from Port Isaac Surgery regarding the Thursday closure at St Kew Highway surgery ostensibly due to government spending cuts. Proposed by Cllr Mottad seconded by Cllr Finnemore that this should be sent to Scott Mann MP. All in favour.
ACTION: Clerk to forward to forward as proposed.

2077 . Correspondence

None

2078. Planning Notices

Planning Applications

PA16/09964 - Mr And Mrs Foley, The Institute Chapel Amble Road - Extensions and alterations

Viewed by Cllrs Rickard and Lethbridge. Proposed by Cllr Lethbridge seconded by Cllr Rickard that the Parish Council recommend **APPROVAL**. All in favour

PA16/09043 – Mrs P Eddison, Rose in Vale, St Kew Rd - Submission of details to discharge condition 3 of decision notice PA14/03688 – Listed building consent,

Proposed by Cllr R Godden seconded by Cllr Mott that the Parish Council recommend **APPROVAL**. All in favour

PA16/09752 - Mrs S A Yeo, Land North East Of 10 Whitehall Estate St Kew Highway – Outline planning permission with some matters reserved: Construction of a dwelling

Viewed by Cllrs Mott and Liddiard. Proposed by Cllr Mott seconded by Cllr Rickard that the Parish Council recommend **APPROVAL**. There were 3 abstentions, all others in favour.

Planning Decisions

PA16/08231-Mr M Symons, Trevathan Farm Shop And Tea Room St Endellion

Extension to existing retail area with alteration to shop access and frontage. Extension to kitchen and storage areas as to accommodate business growth. Additional food and preserves preparation area to storage and kitchen area. – **APPROVED**

PA16/08748 – Mr G Newman, Hazel Cottage Chapel Amble Road

Works to trees in a Conservation Area namely:- Cherry tree T1 - remove rotting stump and Cherry tree

T2 - remove tree. – **Decided not to make a TPO**

PA16/08212 –Mr A Caff, 33 Whitehall, St Kew Highway - Works to a tree covered by a Tree Preservation Order, namely - Pollard an Ash tree – **APPROVED**

2079. Schedule of Monthly Accounts

It was proposed by Cllr A Godden and seconded by Cllr Finnemore that the monthly accounts for October be accepted en bloc. All in favour

2080. Boundary Commission changes – “ Devonwall

The Clerk has distributed a bulletin regarding proposals from the Boundary Commission for a cross border parliamentary constituency. The meeting was adjourned for County Councillor Knightley to report on the CC meeting he attended on 11th November. He advised that Councillors were against the proposal as the exercise seems to be based on numerical issues only, with no regard for the differences between the counties. The MP's for Cornwall do not reject the proposal but Cornwall Council voted to do so. The meeting was reconvened.

ACTION: Clerk to write to Boundary Commission and Scott Mann MP to object to the proposal and support Cornwall Council in their objections.

2081. Hedging in St Kew Churchyard

Cllr R Godden reported that there was a problem with the hedge I the Churchyard encroaching into the wall of the St Kew Inn. He had obtained a quote from Graham Tiplady for clearance in the sum of £150. Proposed by Cllr Lethbridge seconded by Cllr Mott this be accepted. All in favour.

2082. Parish Councillor Reports and any other matters

Cllr Rickard reported that the cemetery improvements in Chapel Amble are complete and the working committee have done a wonderful job. **ACTION:** Clerk to write a letter of thanks
Cllr Rowe reported poor street lighting in Trellill Road

Cllr R Godden complained re potholes and will copy in Cllr Knightley with his emails. He also asked for help with cleaning the war memorial for Remembrance Day.

**2083. Items for Pieces of 8
Boundary Changes
Chapel Amble Cemetery**

2084. Register of gifts and hospitality for Councillors and Staff
None

There being no further business, the meeting closed at 20.25

PAYMENT SCHEDULE FOR St KEW PARISH COUNCIL

November 2016

Payments to be agreed

Date	Payment	Cheque No.	Amount
30/10/16	Cornwall Council training Cheque cancelled	1192	30.00
18/11/16	Cornwall Council training cancelled	1193	20.00
30/11/16	Mrs C Powell	1194	160.80
30/11/16	Revenue & Customs	1195	40.20
30/11/16	Graham Tiplady final payment grass and footpaths + hedge in churchyard	1196	853.20
30/11/16	Replacement and repairs to Christmas lights for churchyard	1197	71.61
		Total	£ 1105.81



Local Council Pre-application Protocol – Registration and Profile

Name of Parish, Town or City Council:

The pre-application protocol was adopted by the City/Town/Parish Council on
and the following profile details are submitted.

Contact Details

Name address email & Phone number for Town /Parish contact

Community Profile

Population, number of households, any socio-economic data, main local businesses, etc

Local Facilities

School, halls, churches recreation ground, shops, pubs, etc.

Local Groups and organisations

Civic Society, footpaths group, Womens institute, football club

Existing Plans

Neighbourhood Plans, Parish Plans, Design Statements, Housing Needs Survey, or other guidance.

Any other significant issues or planning matters

Geography, traffic issues, other designated areas, local knowledge



Town & Parish Councils in Cornwall

A Model Approach To Pre-Application Discussions



Guidance for Parish Councillors and developers

The Parish/Town Council recognises that pre-application discussions play an important role in major planning applications, and welcomes the desire of developers to consult both the Council and the public more widely. However, the Council is also aware of the importance of public perception in planning and the critical need to avoid any appearance that the Council is conducting secretive negotiations or, colluding with developers.

Pre-application briefings

The Council is, in general, willing to hold meetings with developers prior to public consultation on the following three conditions:

1. Full public consultation is either already scheduled, or firmly planned.
2. The meeting is open to the public to attend and has been reasonably advertised.
3. The developer meets all reasonable costs for the hosting of the public meeting including the provision of large scale paper plans for display purposes.

The policy of the Council is **not** to hold private meetings with developers unless there is a necessary and compelling reason that could be justified to the public (for example a strong commercial sensitivity, where a developer wishes to receive an initial steer before deciding whether to progress).

Pre-application public consultations

The Council encourages developers to carry out full public consultation before submitting plans for major developments, on the following basis:

1. An accessible and convenient venue.
2. Sufficient publicity to likely interested parties, in good time.
3. Appropriate timings to allow as wide a range of people as possible to attend.
4. A genuinely open mind and willingness to adapt plans in response to feedback.

In general Councillors are advised not to attend separate private briefings as part of public consultation, but instead to attend with the public.

Individual Councillor's discussions

Councillors must be aware of their obligations under the Council's Code of Conduct. Individual Councillors must not enter into informal discussions of possible future applications with a developer; to do so may lead to a complaint for a potential breach of the code.

If it is considered that a site meeting is needed with the developer then individual Councillors are strongly advised to attend with other agencies (ie highways, officers from the Local Planning Authority) or the clerk and not on their own.

Pre Determination

In all meetings with developers, Councillors are reminded of the critical importance of not predetermining their position on any future application, as this could require them to take no part in the discussion. It is noted however that expressing a prior view, or pre-disposition, for example of either 'welcome in principle' or 'concerns', is permissible. Taking a closed position to the development and adopting an 'over my dead body' approach to it may well be viewed as predetermination and if this is the case a Councillor would be unable to vote on the matter when it comes before their Local Council.



Cornwall Local Councils Pre application Protocol

The Local Council will

- publish details of its pre application procedures and Parish Pre Application Profile on its Website together with information for potential applicants
- assist in facilitating Public Meetings in suitable, pre-agreed local locations
- share notes of discussions held during the pre application process with Planning Authority. This could include minutes of meetings or a record of the discussion
- complete and refresh their Parish Pre Application Profile details annually to provide local knowledge to the applicant engaging in the pre application process
- refer requests for advice on Planning Policy to the Planning Authority

The Applicant will

- research the area of the proposed development to understand the local factors described in the Parish Pre Application Profile before approaching a Local Council to engage in a pre application process
- share plans, supporting information and guidance given by the Planning Authority with the local council before attending local meetings and will allow the information to be left for any follow up comments to be made
- respect the role of the local council during the pre application process; private lobbying of individual Local Council Members is not permitted
- meet all reasonable costs of hiring local facilities to hold public meetings

Cornwall Council will

- give a strong steer to Applicants to carry out public engagement work
- share any pre application advice given to the applicant by officers if requested (except in the case of confidential pre application enquiries)
- encourage of the use of Planning Performance Agreements (PPA) including Local Council Liaison
- ensure joined-up working with other agencies in connection with pre application submissions
- encourage the use of the Cornwall Design Review Panel
- will adhere to the Pre application protocol when Cornwall Council is the planning applicant

Local Council Pre application Protocol – Planning Partnership Page Web link

<http://www.cornwall.gov.uk/environment-and-planning/planning/local-councils/planning-partnership-meetings/>