

MINUTES of St. Kew Parish Council Meeting held on Tuesday 12th May 2009 at 7.30 p.m. in St. Kew Parish Hall.

PRESENT:- Councillor J Rowe Chairman Presiding; together with Councillors R Davey, J Godden, R Godden, C Skewes, T Wellington, T Mott, A Godden, and J Lethbridge.

IN ATTENDANCE:- Mrs Emma Fowle, Parish Clerk, Mr William Garland, Mrs Judith Mott, Sarah Sims, Andrew Williams, County Councillor Collin Brewer

25 Chairman's announcements and apologies for absence.

The Chairman opened the meeting. **APOLOGIES** were received from B Gabriel, D Finnemore. PC Malcolm Taylor and PCSO Clare Drennan.

ADJOURNMENT

Councillor Collin Brewer reported that he had attended the SITA Trust Cornwall event recently at the Royal Cornwall Showground. 6% of all Cornwall's landfill tax goes into SITA's Cornwall Trust, to be distributed to eligible community projects. He passed the parish council an application form and booklet for information. Clerk to pass on information to Parish Magazine. He also informed the council that he no longer automatically gets to see all planning applications any more, so to make sure we inform him should we have anything that we would like him to look at. Chairman thanked Collin for all his hard work in serving us as a County Councillor and wished him luck in the upcoming elections.

26 Election of a Chairman

On a proposal by Councillor J Godden and seconded by Councillor R Davey it was **AGREED** that Councillor J Rowe be appointed as Chairman. Chairman J Rowe thanked Councillor T Mott for his hard work and dedication to the parish council whilst serving as chairman these past two years.

**27 Election of Officers
To appoint the following Officers:-**

- Vice Chairman On a proposal by Councillor T Mott and seconded by Councillor R Davey it was **AGREED** that Councillor R Godden be appointed as Vice Chairman.
- Responsible Finance Officer On a proposal by Councillor R Davey and seconded by Councillor A Godden it was **AGREED** that Councillor R Godden be re-appointed as Responsible Finance Officer.
- Churchyard Liaison Officer On a proposal by Councillor C Skewes and seconded by Councillor R Davey it was **AGREED** that Councillor J Godden be duly re-appointed as Churchyard Liaison Officer.
- Tree Officer On a proposal by Councillor J Godden and seconded by Councillor R Davey it was **AGREED** that Mrs. J. McGann be duly re-appointed as Tree Officer for the Parish.
- Madam Nation Trust On a proposal by Councillor R Godden and seconded by Councillor T Mott it was **AGREED** that Councillors R. Davey and J. Godden be duly re-appointed to Madam Nation Trust.

To appoint members to the following Committee

- Footpath Committee On a proposal by Councillor J Godden and seconded by Councillor R Davey it was **AGREED** that Councillors R. Godden, A. Godden, T Mott and T Wellington be duly re-appointed to the Footpath Committee.

To appoint Representatives to the following Committees:-

- Parish Hall Committee On a proposal by Councillor R Godden and seconded by Councillor

- Community Hall Committee
Parish Newsletter Committee
Playing Field Committee
- C Skewes it was **AGREED** that Councillor J Lethbridge be appointed to the Parish Hall Committee.
On a proposal by Councillor J Godden and seconded by Councillor T Mott it was **AGREED** that Councillor T Wellington be re-appointed to the Community Hall Committee.
No Member was appointed as the Committee have recently changed their meetings to daytime. This item left in abeyance at present.
On a proposal by Councillor R Godden and seconded by Councillor J Lethbridge it was **AGREED** that Councillor J Rowe be re-appointed to the St. Kew Playing Field Committee
- 28 To consider and approve the Minutes of the previous Parish Council Meeting**
On a proposal by Councillor R Godden and seconded by Councillor T Mott the minutes of the meeting held on 14th April 2009 were agreed.
- 29 Matters Arising**
Pg11 Item 14: Chapel Amble Common Land: Clerk is still trying to make contact with David Attwell at Cornwall Council.
Pg8 Item 18: Noticeboards: On a proposal by R Godden and seconded by T Wellington, it was agreed that Councillor D Finnemore be duly elected as Noticeboard Maintenance Officer.
Pg8 Item 18: Gravestone: Councillor J Godden has spoken to Drew Memorials about the broken gravestone. It is too big for them to deal with. He has spoken to Pascoes, who have quoted £300 + VAT to remove the top stone and place it on the ground beside it. He has asked for a price to repair it, but they would not quote on the spot. For now, it has been roped off. He has checked the Kelly's Directories etc for the family but has been unable to trace them so far. Clerk to put advert into the parish magazine to track down any family of Edward Borlaise, died 1891.
- 30 Correspondence.**
a) CC – Road closure notice B3314 between Windmill Road and B3267 junctions, St Endellion, Port Isaac. 15th June 2009 for 2 weeks. Resurfacing work
b) Letter from Mr Francis Healing re: footpaths
c) Letter from Mr & Mrs Steele re: footpaths
d) Letter from David Wrench re: street signs
e) Any other important item of correspondence which the Chairman considers appropriate.
NALC Minutes 28/1/09.
- Agreed to reply to Mr Healing as per Councillor R Godden's draft, with updates to the current state of the footpath. Councillor T Mott to speak to Mr Healing to make sure he understands the parish council's responsibilities and limitations properly.
Clerk to respond.
- Equality and Human Rights Commission: Public Sector
Equality Duties
Clean Cornwall Weeks
- Next meeting 22nd April at Camelford Hall, Clease Rd, Camelford at 7:30pm
18th – 26th April and 19th – 27th September 2009
- 31 Planning and Decision Notices**
Decision Notices
2009/00259 Conversion of existing agricultural building to residential accommodation at The Old Mill, Chapel Amble for Mr S Hawkey. Approved.

2008/00811 Conversion of redundant agricultural building to affordable dwelling at Barn at Trewethern, Chapel Amble for Mr O Hawkey. Notice of appeal in respect of enforcement notice.

On a proposal by J Godden and seconded by T Wellington, it was agreed to write a letter to uphold the enforcement notice. Councillors T Mott and R Godden abstained from the vote. Clerk and Councillor J Godden to draft letter.

32 Introduction and open question time for Sarah Sims, Wadebridge & Padstow Community Network Area Manager

Sarah Sims, Community Network Manager for Wadebridge & Padstow Community Network Area delivered a presentation to the council entitled 'Localism in Cornwall – Community Networks.

Cornwall has been structured into 19 area networks. Wadebridge & Padstow is our area network. This is part of the localism agenda. Its aims are: To be close to our communities, understand their aspirations, enable communities influence the way we deliver services, to tackle local issues, bring extra resources into communities, support and strengthen local communities. It aims to deliver three outcomes: to make our local communities better places to live, work and visit, to improve the health and well being and happiness of residents, and to build the confidence of people and communities so they are better placed to help themselves.

The six Building Blocks of localism are: Cornwall Council Members, Town and Parish Councils, Voluntary and Community sector, Community Networks, Area Working, Localism Staff.

Community networks are important because: they will give communities a stronger voice, provide a focus for local partnership working, hold services to account and reflect local needs, solve local problems and secure resources, debate important local issues and be the main way that Cornwall Council connects with local communities.

Parish and Town councils are important within this because they are democratically accountable, have local knowledge, experience and capacity, deliver local services better than the council and other partners - so look at devolving some functions, assets and responsibilities and ensure continuity – take account of existing plans.

The Community Network Model sees a Community Network Panel and a Community Forum, along with local partnerships, service user groups, Town & Parish Councils and Community Groups feed into a Community Network Programme and produce an Annual Delivery Plan.

The Community Network Panel will have a generic constitution – that may be varied to meet local need. Membership will consist of Cornwall Council, Town and Parish, Partners, Health, Police, Voluntary and Community Sector. It will be chaired by a Cornwall Councillor and meet at least once a quarter in a community venue. Supported by informal task and finish groups. Panel will engage local community groups and the public through Community Forums and other mechanisms. Recruitment, training and development April – August 09. Launch of Panels from September 09.

The Community Forum (Wider Community Network Panel): Open meeting at least twice a year that engages local communities – local people and organisations - around themed issues.

Community Network Programme: Develop Community Network Profile by June 09. Using profile and views of local people and partners. Community Network develops: the long term aspirations / vision for the area, identify local priorities - immediate things to fix

and longer term problems to solve that take account of countywide priorities, available resources - July to November 09. Develop Community Network Programme for 3 - 5 years in place from December 09. First Annual delivery plan January 2010 - March 2011.

Holding services and partners to account: Where the Panel identifies critical performance concerns, local managers, Cabinet members and partners will attend and explain action to address under-performance – from September 2009. Themed sessions to hold services to account. Service managers and partners to talk about local delivery and performance. The panel and local people give feedback and raise issues - from January 2010. Performance management framework agreed to provide local service delivery summary – by March 2011.

Contact details: Sarah Sims – Community Network Manager (China Clay / Wadebridge and Padstow) Tel: 01208 893302/ 07968 892184. E-mail: ssims@cornwall.gov.uk

Councillor T Mott asked if this model had been used successfully elsewhere in the country. Sarah answered that yes, it had, and some staff had been on fact finding trips to gain knowledge from this. Chairman J Rowe thanked Sarah for attending.

- 33 Approval of new tender documents for grass cutting** On a proposal by Councillor R Godden and seconded by Councillor J Lethbridge, it was agreed to accept the new tender documents for the grass cutting contracts, omitting the section requiring a waste disposal licence. Clerk to write to Dominic Hawkey to inform him of his legal obligation to hold such a certificate should he wish to remove the grass cuttings from the green at chapel amble.
- 34 Schedule of monthly accounts** On a proposal by Councillor T Mott and seconded by Councillor J Godden cheque numbers 000783 - 000789 to a total amount of £662.71 were passed for signing.
- 35 Footpaths** Chairman J Rowe supplied all present with a copy of Cornwall Council's leaflet outlining the legal requirements for farmers and landowners in respect of footpaths. It was highlighted that a farmer is not allowed to plough a footpath around the edge of a field, even if it is to be levelled afterwards and is in the best interest of walkers in the long run. If a footpath cuts across a field and it is not practical to go round it, you may plough it as long as it is re-instated in 14 days or less. Councillor J Godden asked if we could apply to Cornwall Council to close a footpath when it is time to plough it. Councillor T Wellington reported that the old gate across the footpath at Lovers Lane had now been removed and a new temporary gate hung up and a new granite post put in. He had a new wooden gate to be properly hung but this needs new hinges. On a proposal by Councillor R Godden and seconded by Councillor R Davey, the footpath committee agreed to purchase these and get the new gate properly hung.
- 36 Parish Plan** The meeting was adjourned for Mrs Judith Mott to address the council. She reported that the tri-fold leaflet was now ready to go to print to be distributed to all households in the parish. A launch party was planned for Friday 29th May at 7:30pm in St Kew Highway Community Hall. The meeting was re-adjourned.
- 37 Any other important matters** **Footpaths:** Councillor T Wellington asked if something could be put into the parish magazine re: footpaths and the parish council's

responsibilities. Councillors T Mott and R Godden to do.

Flower Festival: Councillor C Skewes has received an invitation for the parish council to take part in this year's Flower Festival at St James the Great church. Agenda for next meeting.

Allotments: Councillor T Mott asked if the council would support him placing a small article into the parish magazine to gauge demand for allotments in the parish, in response to an identified need in the parish plan. This was agreed.

38 Items for Your Parish

Planning and Decision Notices. Localism and Community Networks update. Parish Plan update. Allotments, footpaths – the parish council's role and responsibilities.

39 Register of Gifts and Hospitality for Councillors and staff

There were no items for the register of gifts and hospitality.

There being no other business, the meeting closed at 9:30pm