

Minutes | 28 July 2021

Date: Wednesday 28 July 2021
Time: 7pm
Location: Trewidland Village Hall PL14 4ST

Present: Cllr Sally Lewis Chair; Cllrs Kevin Shovelton, Lindsey Ellis, Sarah Whiting, Peter Higgs, Angela Woodman; Alex Blackwell; Jonathan Ellis.

Also in Attendance: John Hesketh (Parish Clerk), Cornwall Cllrs Jane Pascoe and Armand Toms. There were 8 members of the public in attendance.

The public meeting started at 19.00 and finished at 21.15

69/2021 Chair's Welcome & Housekeeping

The Chair welcomed all councillors to their first public meeting in Trewidland village hall and explained the process of co-opting new councillors.

Councillor Lindsey Ellis had previously declared a personal interest in the co-option of Mr Jonathan Ellis and did not attend the closed session.

70/2021 Co-option of new councillors

Public Bodies (Admission to Meetings) Act 1960 Pursuant to Section (2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the businesses to be discussed, the Press and Public be excluded from the meeting for the following item of business. The meeting will resume in public when this item is resolved.

Councillors interviewed two candidates for the three remaining vacancies on the parish council. It was **Resolved** to co-opt Mr Alex Blackwell as parish councillor for the ward of St Keyne to serve until May 2025. Proposed Cllr Shovelton. Seconded Cllr Woodman. All agreed. It was **Resolved** to co-opt Mr Jonathan Ellis as parish councillor for the ward of Trewidland to serve until May 2025. Proposed Cllr Whiting. Seconded Cllr Higgs. All agreed.

The Chair welcomed Cllrs Blackwell and Ellis to the parish council and wished them well in their new roles. Both councillors signed their Declaration of Acceptance of Office, were given their induction packs and joined the meeting at 7.30pm

Action: Clerk to obtain contact details and arrange induction.

The public meeting resumed at 7.30pm and Cllr Lindsey Ellis joined the meeting.

71/2021 Public Participation

A resident informed the meeting that a horse rider had come off their horse in the previous week due to a speeding vehicle. She asked for this to be considered as part of the discussions during the Trewidland walkabout on Saturday.

The Chair presented Frances Lewis with a certificate of service on behalf of the parish council and residents. Mrs Frances Lewis has served the parish for 27 months and is moving away from St Keyne to join her family. Cllr Sally Lewis thanked her for her public service, especially during the recent lockdown, and wished her well in the future.

72/2021 Apologies

Lambest Cottage | Menheniot | Cornwall PL14 3RE
01579-342437
clerk@stkeynetrewidlandpc.org.uk

None received.

73/2021 Declarations of interest

None declared and no dispensations requested.

74/2021 Minutes of meeting

It was **Resolved** to approve the minutes of the meeting held on 18 May 2021. Proposed Cllr Shovelton. Seconded Cllr Woodman. All agreed.

75/2021 Elections

Councillors **Resolved** to elect Cllr Kevin Shovelton as Vice Chair for 2021/22. Proposed Cllr Lewis. Seconded Cllr Whiting. All agreed. Councillors volunteered to support the new schedule of responsibilities.

Office held	Current 2021/22
Liskeard & Looe Community Network Panel	Sally Lewis & Peter Higgs
Maintenance and safety	Alex Blackwell
Community Emergency Plan	Kevin Shovelton
Scrutiny Committee	Sarah Whiting
St Keyne Village Hall	Sally Lewis
Trewidland Village Hall	Angela Woodman
Paths & Stiles	Lindsey Ellis & Kevin Shovelton
Community Safety	tba

76/2021 Matters arising

52A Repairs to playground equipment at Jubilee Park

Chair reported that the faulty swing identified in the previous RoSPA report had been replaced by Mr Tony Clarke from Menheniot. The Chair thanked Mr Clarke and asked the Clerk to send a letter of appreciation.

Action: Clerk to send letter to Mr Clarke.

52C Implications for climate change on council decision making

Clerk reported that in a previous public meeting, a former councillor had asked the council to include the potential for impact on climate change in its decision making. Clerk reported that apart from Cornwall Council, he had been unable to identify any current methodology but was exploring other options. The meeting felt there was merit in developing a process.

Action: To deliver a progress report for the October meeting.

77/2021 Correspondence

A Email from PKF Littlejohn confirming acceptance of AGAR

Clerk reported that the request for exemption from the limited assurance review (annual audit) had been accepted.

B From Cornwall Councillor Barry Jordan asking for feedback on the council's performance. Clerk reminded councillors that any feedback for Cllr Jordan needed to be received by October.

C Offer of landmark tree from Cornwall Council.

It was **Resolved** to request a small leaf lime tree on behalf of the parish for delivery during 2022. Location to be agreed later. Proposed Cllr Shovelton. Seconded Cllr Woodman. All agreed.

Action: Clerk to reserve the lime with Forest for Cornwall Project and add discussion on location to autumn 2022 agenda.

D Emails from Mr Richard Dorling concerning the audit of St Keyne village hall accounts.

The Chair explained that the resident had raised concerns about the village hall's practice of employing an external auditor to examine its annual accounts. The Chair has made personal representations to the village hall committee who have confirmed that it remains their intention to

carry out an annual external audit that will be funded from either its income or reserves. The Chair considers this matter now closed.

E Email from 20s Plenty for Cornwall concerning speeding vehicles. Councillors discussed the merits of participating in this campaign, agreed to maintain contact with the group and that it should be a parish council priority.

F Email from St Keyne Village Hall requesting donation to fund asbestos survey. Councillors discussed the options for funding a survey to establish the presence of asbestos in the former village hall building and agreed that an informal examination would be sufficient information to proceed to requesting quotations for its removal. If satisfactory quotes are received, the parish council can fund the removal from the capital sum ringfenced for the hall.

Action: Clerk to inform village hall committee of decision and Cllr Blackwell will arrange an inspection.

78/2021 Planning

Ref PA21/05685

Proposal Erection of a general purpose and lambing shed

Location Lowertown Farm Trewidland Cornwall PL14 4ST

It was **Resolved** to support this planning application. Proposed Cllr Higgs. Seconded Cllr Blackwell. All agreed. In making their decision, councillors noted that consent had previously been granted in 2015, and that the criteria applied at the time were still current. The appearance of the development is appropriate to the setting and purpose.

Ref PA21/05838

Proposal Extensions and alterations

Location Lowen Trewidland Liskeard Cornwall

It was **Resolved** to support this planning application. Proposed Cllr Shovelton. Seconded Cllr Whiting. All agreed. Councillors noted that the scope and scale of the proposal would not impact on the residential amenity, and that the appearance of the extension was appropriate to the existing dwelling.

PA21/06544

Erection of general purpose and animal shed for agricultural use

Location Lowertown Farm Trewidland Cornwall PL14 4ST

It was **Resolved** to support this planning application. Proposed Cllr Lindsey Ellis. Seconded Cllr Woodman. All agreed. Councillors noted that the appearance of the development is appropriate to the setting and purpose and that there would be no impact on the residential amenity.

Ref PA21/01797

Proposal Reserved matters for construction dwellings and detached garage with bedsit accommodation.

Location Lower Town Barn, Trewidland

For information only

79/2021 Finance

It was **Resolved** to approve the schedule and agree payment. Proposed Cllr Shovelton. Seconded Cllr Whiting. All agreed. Cllr Lewis will authorise online payments. Cllrs Whiting and Shovelton volunteered to become signatories on the bank account.

Action: Clerk to arrange for bank mandates to be completed.

A Direct Bank Payment & Receipts.

Date	Payee	Description	Pay	£
28/07/2021	John Hesketh	Salary	OLB	£ 259.68
28/07/2021	HMRC	PAYE	OLB	£ 64.80
28/07/2021	Sally Lewis	Misc expenses	OLB	£ 45.80
Total				£ 370.28

Bank Receipts Schedule			
Date	Payer	Description	£
30/06/2021	Cornwall Council	Interest	£ 21.69
All bank receipts this period			£ 21.69

B Bank Reconciliation.

At the close of business on 30 June 2021, the parish council held £49,764.69 in its accounts.

C Outturn Q1 2021/22 (Apr-Jun)

Councillors received and noted the report.

80/2021 Chair's Report

A Report on recent meeting with Trewidland councillors to discuss a forward plan for the ward. Chair had met with new Trewidland councillors on 15 June to discuss and note issues of concern for residents. These will be included with any matters arising out of the planned walkabout in Trewidland on Saturday 31 July at 10am and published in the report.

B Trewidland Neighbourhood Plan

Councillors will be asked to receive and note the report.

Cllr Mhairi Mackie attended to present a progress report on the Dobwalls & Trewidland Neighbourhood Development Plan. Chair thanked her for updating councillors and noted the contents.

C Rescheduling future parish council meetings

It was **Resolved** to make a permanent change to the parish council's meeting schedule so that public meetings will be held on the second Wednesday of each month (except for August & December). Proposed Cllr Lindsey Ellis. Seconded Cllr Higgs. All agreed. Location will move between St Keyne village hall and Trewidland village hall. The next public meeting will be held in Trewidland on Wednesday 8 September at 7.30pm.

Action: Clerk to inform both village hall committees and update civic calendar.

D Overhanging hedges

Chair delivered letters to households in St Keyne where hedges and trees are overhanging the public footpath. Residents are reminded of their personal responsibility to maintain hedges to a safe height and to not allow them to impact on the public highway. Complaints may be made to the parish council, Cllr Jane Pascoe or directly to Cornwall Council. Search online for 'Report it Cornwall'

81/2021 Clerk's Report

A Forward Plan for new parish & Community Network Panel priorities

Cllr Jane Pascoe introduced herself at the new chair of the CNP, and Cllr Armand Toms as the Vice Chair. They will be agreeing network priorities at their next meeting in October and ask that councillors should discuss and identify issues to take forward. Clerk summarised topics from this public meeting that may be considered: speeding vehicles & road safety; climate change.

Action: Clerk to circulate email to councillors to agree priorities for the coming year.

82/2021 Date of next meeting

A Wednesday 8 September 7.30pm at Trewidland Parish Hall.

83/2021 End of meeting 21.15