



DRAFT MINUTES – NOT RATIFIED UNTIL SIGNED BY THE CHAIRMAN

**MINUTES OF THE ANNUAL (912TH) MEETING OF BUDOOCK PARISH COUNCIL HELD AT BUDOOCK VILLAGE LOWER HALL
ON MONDAY 21ST MAY 2018**

PRESENT: Cllrs Bastin, Bennett (Chairman from Minute 18-25), Bownas, Clark, Fairbank, Hart (Chairman until Minute 18-25), Hennell and Heritage.

IN ATTENDANCE: Mrs L Iddon, Clerk.

There were no members of the public present. The Council meeting commenced at 7.30pm with the Chairman explaining the Safety Procedures.

18-24 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Geraty (out of the area) and Palmer (working).

18-25 TO ELECT A CHAIRMAN FOR THE YEAR 2018/19

Cllr Hart advised that he did not wish to stand for election as Chairman.

Cllr Fairbank proposed Cllr Bennett to be Chairman, this was seconded by Cllr Hennell and:-

RESOLVED that there being no other nominations Cllr Bennett, with his agreement, be elected Chairman for the Year 2018/19.

On a vote being taken this was approved unanimously.

The Acceptance of Office document was completed and Cllr Bennett took over as Chairman.

Cllr Bennett thanked Cllr Hart for all his hard work over the last 2 years.

18-26 TO ELECT A VICE CHAIRMAN FOR THE YEAR 2018/19

Cllr Heritage advised that he did not wish to stand for election as Vice Chairman due to his commitment to Chairing the NDP Steering Group.

Cllr Bennett proposed Cllr Fairbank to be Vice Chairman, this was seconded by Cllr Hart and:-

RESOLVED that there being no other nominations Cllr Fairbank, with his agreement, be elected Vice Chairman for the Year 2018/19.

On a vote being taken this was approved unanimously.

18-27 MEMBERS TO DECLARE ANY DISCLOSABLE PECUNIARY AND NON REGISTERABLE INTERESTS AND ANY GIFTS OR HOSPITALITY OVER £25

None were declared.

18-28 TO CONSIDER REQUESTS FOR DISPENSATIONS FROM MEMBERS

None were requested.

18-29 TO RECEIVE AND APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 30TH APRIL 2018 AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Hart and seconded by Cllr Fairbank and:

RESOLVED that the minutes of the Council Meeting held on the 30th April 2018 are received and approved.

On a vote being taken this was approved with one abstention. The Chairman then signed them.

18-30 TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA (for information only)

The Clerk reported on the following:-

- Letter received from The Forestry Office regarding the TPO request for trees on Kergilliack Road – this has been turned down.
- Viv Bidgood (Highways and Environment) plans to be in Budock Village Hall at 2pm on Friday 21st September to meet with a group of Councillors. This will be brought forward if Cornwall Council's Speed Visor Policy is produced well before then.

18-31 TO RECEIVE ANY POLICE UPDATES

The latest information on the Police website lists 10 crimes in Budock Parish in March. Further details can be found at <https://www.police.uk/devon-and-cornwall/CIOS.4068/> .

18-32 TO RECEIVE A NEIGHBOURHOOD PLAN UPDATE AND TO CONSIDER ANY ACTIONS REQUIRED

Cllr Heritage reported the following:-

- The local housing need is still being looked into.
- The Group is working towards producing a Draft Plan.
- A 'Drop-in Day' is being held in Budock Village Hall on Saturday 9th June where information gathered so far will be displayed. The aim of this will be to publicise the work done by the NDP Steering Group and to encourage further feedback. A similar event is planned for Treverva Village Hall during the summer.
- The Group are aware of the impact the new GDPR will have and the Parish Council Clerk will liaise with the Secretary of the Group with regard to this and actions needed.
- The Steering Group has produced a draft Vision Statement – this was shown to all the Council for approval. It will be on the NDP website in due course and form part of the Plan.

It was proposed by Cllr Heritage and seconded by Cllr Fairbank and:-

RESOLVED that the Vision Statement for the Budock NDP Steering Group is agreed.

On a vote being taken this was unanimously approved.

18-33 TO CONSIDER AND APPROVE THE COUNCIL'S 'STATEMENT OF INTERNAL CONTROL' FOR THE YEAR ENDING 31ST MARCH 2018

It was proposed by Cllr Hennell and seconded by Cllr Bownas and:-

RESOLVED that this Statement of Internal Control is accepted.

On a vote being taken this was unanimously agreed.

18-34 TO CONSIDER AND APPROVE THE END OF YEAR GOVERNANCE STATEMENTS FOR THE YEAR ENDING 31ST MARCH 2018

All Councillors had been sent a copy of this prior to the meeting. The Statements were discussed and the Clerk completed the form as agreed by all.

It was proposed by Cllr Fairbank and seconded by Cllr Hart and:

RESOLVED that the Governance Statements as agreed are approved and signed by the Clerk and Chairman.

On a vote being taken this was unanimously agreed.

18-35 TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTING STATEMENTS FOR THE YEAR ENDING 31ST MARCH 2018

All Councillors had been sent a copy prior to the meeting.

It was proposed by Cllr Hennell and seconded by Cllr Hart and:

RESOLVED that the End of Year Accounting Statements are approved and signed as appropriate.

On a vote being taken this was unanimously agreed.

18-36 TO RECEIVE THE INTERNAL AUDIT REPORT FOR THE YEAR ENDING 31ST MARCH 2018

This was received and all were made aware of the recommendations and comments of the Internal Auditor.

18-37 TO CONSIDER THE PROPOSAL THAT FUTURE COUNCIL MEETINGS SHALL COMMENCE AT 7.30PM WITH ANY PUBLIC PARTICIPATION TO BE TAKEN AS THE FIRST ITEM

It was proposed by Cllr Fairbank and seconded by Cllr Mrs Clark and:-

RESOLVED that future Council Meetings shall commence at 7.30pm with any Public Participation to be taken as the 1st item and limited to 15 minutes in total, (3 minutes per speaker). This rescinds the resolution made in October 2017 (Minute 17-137).

On a vote being taken this was unanimously agreed.

18-38 TO DISCUSS THE IMPACT OF THE GENERAL DATA PROTECTION REGULATIONS (GDPR) ON THE PARISH COUNCIL

The Clerk and Cllr Hart recently attended a training session on the new GDPR. An update was given and the Parish Council will be working towards full compliance. Guidance is being given by CALC.

18-39 TO CONSIDER APPOINTING A TREE WARDEN FOR BUDOCK PARISH

Information regarding appointing Tree Wardens has been received from the Forestry Office of Cornwall Council.

It was proposed by Cllr Heritage and seconded by Cllr Hart and:-

RESOLVED that Budock Parish Council register an interest in this and ask to be kept in touch with any relevant information.

On a vote being taken this was unanimously agreed.

18-40 TO DISCUSS THE CERTIFICATE OF LAWFULNESS APPLICATION FOR LAMANVER SHED

After much discussion it was proposed by Cllr Hennell and seconded by Cllr Bastin and:-

RESOLVED that the Environmental Health department at Cornwall Council is made aware of the concerns there are over drainage and sewerage issues at this site.

On a vote being taken this was unanimously agreed.

18-41 TO RECEIVE A REPORT FROM THE CORNWALL COUNCIL DIVISIONAL MEMBER

- A full Council Meeting is taking place tomorrow (22nd May).
- The Menehay Fields Appeal has just been heard (4½ days). The Inspector will make his recommendation but the final say will be made by the Secretary of State.
- Traffic issues on Bickland Water Road were discussed at a meeting between Councillors and Cormac. The traffic lights will be in place until the roundabout is completed – an estimated date of November this year.
- Cllr Bastin is meeting with Persimmon later this week to discuss various issues including the access made through the hedge on Hillhead Road and the fencing off part of a field/ public footpath at the end of Gypsy Lane.
- Taylor Wimpey intend to close the 'road' across Poolfield from the end of June. Many concerns regarding the suitability of an alternative route for children walking to school had been received.
- The Boundary Commission Review has been deferred until August.
- Planning Enforcement will no longer be producing lists of their current cases due to the impact of the new GDPR. Updates will only be given to those who raised the issues.

18-42 TO RECEIVE CORRESPONDENCE AND AGREE RESPONSES AS APPROPRIATE – (for information only)

The following correspondence was received and noted:-

- Cornwall Council Localism – *April 2018 Newsletter*
- Cornwall Council – *Agenda for Countryside Access Forum / Recruitment of members for Cornwall Countryside Access Forum 2018 / Special Planning Newsletter concerning Enforcement Cases / Notes from the Inspectors regarding the Cornwall Site Allocations Development Plan*
- Cornwall Council Forestry Team – *Tree Wardens*
- CPRE – *Campaign Updates*
- Cornwall Community Foundation (CCF) – *May eNewsletter*
- Cornwall Sports Partnership – *May 2018 Bulletin*
- GWR – *Update on Bank Holiday travel*
- Cornwall Community Land Trust – *Spring Newsletter*

18-43 TO NOTE PLANNING DECISIONS RECEIVED FROM CORNWALL COUNCIL

Following decisions noted:-

01.05.2018 PA18/02617 APPROVED – Mr & Mrs Heath - Carrick, Crill Corner, Trewen Road Budock Water - Alterations to previous approved application PA17/12032. New front porch incorporating new roof over to front west elevation. Plus new roof over north elevation side porch. Removal of timber raised decking and install more robust concrete deck and flag paving.

14.05.2018 PA18/01890 APPROVED - Mr P Thorpe - Trewartha Barn, Treverva - To erect a car port.

11.05.2018 PA18/01102/PREAPP Closed - advice given - Mr & Mrs C Paffett - Belle Vista, Hillhead Road, Kergilliack - Pre application advice for converting existing dwelling into two dwellings.

18-44 TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL

i) PA18/03445 – Erection of two dwellings and associated infrastructure including new vehicular access off Roscarrack Road – Pendra Loweth Tennis Courts, Roscarrack Road, Maen Valley – Mr M Vercisi, MV Developments Ltd.

After considerable debate it was proposed by Cllr Hart and seconded by Cllr Mrs Clark and:-

RESOLVED that the following Comment be submitted:- *'Budock Parish Council has no objections to this application'.*

On a vote being taken this was approved with four abstentions.

ii) PA18/03838 – New 2 storey and first floor extension with new glass green house and replacement of existing porch – 2, Colledge Wood, Penryn – Mr & Mrs Fergusson

It was proposed by Cllr Hart and seconded by Cllr Heritage and:-

RESOLVED that the following Comment be submitted:- *'Budock Parish Council support this application'.*

On a vote being taken this was approved with one abstention.

iii) PA18/03939 – Reserved matters of appearance, landscaping, layout and scale following outline permission PA16/03214 for erection of a new dwelling and access – Penrose, Penjerrick Hill – Mr Courage, RC Construction Cornwall Ltd

After discussion it was proposed by Cllr Fairbank and seconded by Cllr Hart and:-

RESOLVED that the following Comment be submitted:- *'Budock Parish Council has no objections to this application. However they do have concerns about the potential height of the proposed dwelling in relation to the adjacent property'.*

On a vote being taken this was approved with one abstention.

iv) PA18/ PA18/04036 – Non material amendment (2) for alterations to Units E1, E2 and E3 (Block F) to provide additional windows / glazing in respect of appeal decision APP/D0840/A/12/2172374 dated 25.10.2012 (PA11/09595) – Bickland Industrial Park – Falmouth Developments Ltd

After further study of the plans provided it was proposed by Cllr Fairbank and seconded by Cllr Hart and:-

RESOLVED that the following Comment be submitted:- *'Budock Parish Council are unable to comment on this application as they are unable to identify the site (Block F) from the documents provided'.*

On a vote being taken this was approved with one abstention.

18-45 TO NOTE PLANNING ENFORCEMENT COMPLAINTS RECEIVED BY CORNWALL COUNCIL

The following new Enforcement complaint was noted:-

EN18/00731 - Alleged importation of material for the purpose of constructing a bund across an existing watercourse - Land SE of Higher Kergillack Orchard Lane Kergilliack – **(Case Officer – Hannah England)**

As a result of the new GDPR no more Enforcement Case information will be made available.

18-46 REPORTS FROM COMMITTEES AND REPRESENTATIVES

i. **Footpaths & Rights of Way** – Issue of the fencing on the field at the end of Gypsy Lane previously mentioned.

- ii. **Budock Village Hall** – After the recent AGM the Village Hall Management Committee now has no Chairman or Secretary. Attempts are being made to recruit more members and boost enthusiasm. A new Parish Council representative will be needed once a new Committee is formed.
- iii. **Treverva Village Hall** – On Saturday 30th June (4.30pm) there will an event when a 'History Corner' is set up in the hall and a plaque installed in memory of the late Hazel Perham who carried out considerable work researching the history of Treverva.
- iv. **Playing Field** – The Clerk stated that a form of Annual Accounts has now been received.
- v. **Community Speed Watch** – Nothing to report at this time.

18-47 TO RECEIVE STATEMENTS OF PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS SINCE THE LAST MEETING

These were received.

18-48 TO APPROVE THE PAYMENT OF ACCOUNTS FOR THE MONTH OF MAY

It was proposed by Cllr Mrs Clark and seconded by Cllr Bastin and: -

RESOLVED that accounts totalling **£1,545.22** for the month of May are approved for payment.

On a vote being taken this was unanimously agreed.

18-49 COUNCILLORS' AND CLERK'S ITEMS - including Agenda items for next meeting.

Agenda items agreed to date are:-

- To further discuss the proposed Electoral Boundary changes.
- Further discuss formalising the grass cutting of the Playing Field.
- Reminder given that the next meeting will be at Treverva Village Hall.

18-50 DATE AND TIME OF NEXT MEETING

This will be held on Monday 25th June 2018 at Treverva Village Hall commencing at 7.30pm.

There being no further business the meeting closed at 9.38pm.

Signed:25th June 2018

Chairman