

**MINUTES of the ORDINARY MEETING of
The DEVIOCK PARISH COUNCIL held at The CHURCH HALL,
HESSENFORD at 7.30pm on Thursday,
12th June 2008.**

PRESENT: Parish Cllrs. D. L. G. Elliott, Downderry Ward, Chairman
R.J. Daniel, Downderry Ward, Vice-Chairman
G.K. Berncastle, Hessenford Ward
Mrs. M.Y. Byles, Hessenford Ward
Mrs. G.E. Hartland, Seaton Ward
S.J. Parry, Seaton Ward
Mrs. A. Robinson, Hessenford Ward
Mrs. M. E. Temlett, Downderry Ward
Mr T. Pullin, Parish Clerk

PUBLIC PARTICIPATION PERIOD:

There being no members of the public present, the Chairman closed the public participation period.

The Chairman asked members if item 10 "Police Matters" could be brought forward to after item four, and that this should become the normal place for this item, in order to allow police officers to return to their duties without delay; this was agreed by the Meeting.

1. APOLOGIES: Apologies for absence were received from Cllrs. J. P. Candy, M.J. Crutchley & Ms. E.R. Saville

2. DECLARATION OF INTEREST IN ITEMS ON THE AGENDA:

There were no declarations of interests in any items on the agenda.

3. MINUTES:

3.1. Minutes of the Ordinary Meeting of 8th May 2008

It was **proposed** by, Cllr. Mrs. M. Y. Byles **seconded** by Cllr. Mrs. G.E. Hartland and **AGREED** unanimously by the Meeting, to accept the minutes as a correct record.

4. REPORTS ON MATTERS ARISING FROM THE MINUTES:

There were no matters arising.

10. POLICE MATTERS:

10.1. COUNCIL MATTERS FOR THE POLICE:

10.1.1. PCSO John Riggall of Torpoint Police was in attendance.

Cllr. S. J. Parry drew attention to the problem of late night noise caused by beach parties at Seaton. PCSO Riggall stated that loud music at 1 am did affect ones quality of life and that such events should be reported, if they were causing offence.

The Chairman asked how the local "Neighbourhood Watch" scheme was organised and how its profile could be raised. After discussion it was agreed that PCSO Riggall would forward some publicity material regarding the scheme and information on the recruitment of local co-ordinators. Cllr. Mrs. M.Y. Byles asked that Hessenford be included in any re-organisation of the local scheme.

10.2. POLICE MATTERS FOR THE COUNCIL

10.2.1. PCSO Riggall presented the Monthly Crime Report (See Appendix A)

ORDINARY MEETING OF 12th June 2008 (Continued)

5. PLANNING:

5.1. Minutes of the Meeting of 22nd May 2008

It was **proposed** by, Cllr. Mrs M.Y. Byles, **seconded** by Cllr. G.K. Berncastle and **AGREED** unanimously by the Meeting, to accept the minutes as a correct record.
There were no matters arising.

5.2. PLANNING APPLICATIONS:

5.2.1. 08/00714/FUL Mr A. Dorning HONEYSUCKLE COTTAGE, HESSENFORD

First floor extension to house

Cllr. Mrs. M.Y. Byles **proposed** support of this application; this was **seconded** by Cllr. Mrs. A. Robinson and **agreed** unanimously by the Meeting.

5.2.2. 08/00734/FUL Mr. R. McKay BALMAIN, KEVERAL LANE, SEATON

Provision of car parking space

Cllr. G.K. Berncastle **proposed** support of this application; this was **seconded** by Cllr. S.J. Parry and **agreed** unanimously by the Meeting.

The Clerk was asked to note on his return to Caradon D.C. that a check should be made that waste material from the site was disposed of in a legal manner.

5.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

There were no planning applications to consider.

5.4. PLANNING APPEALS:

No planning appeals had been received by the date of the meeting.

6. PLANNING DECISIONS:

No planning decisions had been received by the date of the meeting.

7. PLANNING CORRESPONDENCE:

7.1. Correspondence received by the date of the Meeting

7.1.1. Hessenford Farm, Hessenford. The Clerk read out a letter, dated 22nd May 2008, from Felicity Coplestone, Caradon Planning Officer (Enforcement), regarding the "alleged unauthorised construction of a building" at the site and the notification that the enforcement officer had reached a decision that no further action should be taken. After discussion it was agreed that the Parish Council did not support this view and requested that the Clerk make representations to the officer to keep the case open and that the Enforcement Department re-consider its position on this matter.

7.1.2. Beechfield Development, Downderry & Seaton Association (Residents & Boat Owners), letter dated 11th June 2008. The Chairman referred members to this previously circulated letter. The Vice-Chairman gave a report on a recently held meeting of the Residents Association at which the proposed development had been discussed. A sub-committee had been set up. This sub-committee had suggested that a questionnaire to local residents should be sent out seeking views on any proposed development at Beechfield.

ORDINARY MEETING OF 12th June 2008 (Continued)

7.1. Correspondence received by the date of the Meeting (continued)

7.1.2. Continued

The contents of the recent letter from the sub-committee to the Parish Council were discussed and it was agreed that Councillors had no reason to change the views that they had expressed in a previous letter to the Residents Association. A questionnaire could become part of the public consultation process once a planning application had been received and a public meeting held. The Clerk was instructed to write a reply restating the Council's position.

7.1.3. The Planning Portal

The Clerk informed members of the Government's new online resource for information and guidance on planning and building regulations (www.planningportal.gov.uk)

7.1.4. Hessenford Garage Site, Power / Telegraph Pole

The Clerk informed members that he had contacted Felicity Coplestone, Caradon Planning Officer (Enforcement) regarding this matter. Ms.Coplestone stated that the matter was still under investigation, but that another planning officer had expressed the view that if the pole had been erected by an official Energy Company then it was allowable.

The Clerk was asked to write stating the position of the Council, being that new power cables should be laid underground.

7.2. MATTERS RAISED BY MEMBERS

7.2.1. The Vice Chairman asked that a check be made that planning approval had been given for the construction work currently in progress at Rock Rose, Brenton Road. The Vice Chairman also asked that the approved plans of work currently taking place at Mount Brioni, Seaton be checked to see whether the new roof lines complied with these plans.

7.2.2. Cllr. Mrs. M.Y. Byles requested that a check be made as to whether permission had been granted for the removal of trees in the grounds of St. Annes House, Hessenford.

8. FINANCE:

8.1. Income & Expenditure.

8.1.1. INCOME APRIL / MAY 2008

Carrick D.C. (Grant towards hire of Downderry Methodist Church Room for 2 x Deviock SPD meetings)	20.00
Caradon D.C. 2008/09 First Half Year Precept Payment	14,143.50
Total £	14,163.50

8.1.2. EXPENDITURE APRIL / MAY 2008:

<u>COUNCIL ADMIN. – Cheque Payments:</u>	<u>VAT</u>	<u>Nett</u>	<u>TOTAL</u>
Zurich Insurance Company (Parish Council Annual Insurance Policy)	-	1,172.15	1,172.15
Caradon D.C. Clerk's Salary – March 2008	0.88	994.91	995.79
Clerk's Mileage Expenses (Jan. – Mar. 2008)	-	289.35	289.35
Caradon D.C. Cleaning materials for Downderry W.C.	2.98	17.02	20.00
St Nicolas C. of E. V. A. School (Grant towards school trips)	-	300.00	300.00
B.T. Telephone Bill	16.86	100.81	117.67
SLCC – Plymouth One Day Conference (Delegate fee for Clerk)	-	45.00	45.00
S.W. Water – Downderry W.C. (15/01/08 – 23/04/08)	-	230.20	230.20
Caradon D.C. Clerk's Salary – April 2008	0.88	993.09	993.97
CRUSE Bereavement Care in Cornwall	-	100.00	100.00
Ken Abraham, Internal Audit Fee 2007/8	-	135.00	135.00
SLCC Annual Subscription	-	102.00	102.00

ORDINARY MEETING OF 12th June 2008 (Continued)

8. FINANCE (Continued):

8.1.2. EXPENDITURE APRIL // MAY 2008 (Continued):

Caradon D.C. Cleaning Supplies for Dowlerry WC	3.28	18.70	21.98
Petty Cash		50.00	50.00
April / May 2008 Cheque Payments C/F £	24.88	4,548.23	4,573.11

Standing Order Payments:

MR. J. BIRD – April 2008 Cleansing Contract Payment	-	211.62	211.62
MR. J. BIRD – May 2008 Cleansing Contract Payment	-	211.58	211.58
APRIL / MAY08 EXPENDITURE TOTALS	£ 24.88	4,971.43	4,996.31

Ratification of this expenditure was proposed by Cllr. G.K. Berncastle, seconded by Cllr. Mrs. M.E. Temlett and approved unanimously by the Meeting.

8.2. BANK STATEMENTS & BANK ACCOUNT / INTEREST MANAGEMENT

Date	Account	Balance £	
30 May 08	Community	1,000.00	
30 May 08	Business Premium	32,860.58	
28 March 08	Step Saver	1,174.16	
28 March 08	Rocknose BPA	18,624.07	
28 March 08	Sports & Rec BPA	13,182.32	
04 March 08	Treasury Deposit	111,340.00	Due to mature on 18 th July 2008 Interest at 5.25% = £2,177.99

8.3. LETTERS OF THANKS

8.3.1. **Cruse Bereavement Care in Cornwall**. The Chairman read out a letter of thanks from Cruse Bereavement Care in Cornwall, dated 19th May 2008.

8.4. REQUESTS FOR FUNDING

8.4.1. **Victim Support Cornwall. Letter dated 28th May 2008.**

The Clerk made members aware that a grant to this charity had been made in October 2007. After discussion it was agreed to reconsider this request in October 2008.

8.4.2. **Caradon District Neighbourhood Watch Forum**

The Clerk read out a letter received on 17th May 2008. Members agreed to note the contents of the letter.

8.5. ACCOUNTS TO BE PAID

	<u>VAT</u> £	Nett £	<u>TOTAL £</u>
SLCC: VAT on S.W. Conference delegate fee	7.88	-	7.88
CALC: Fee for two delegates to Annual Conference (Replacement of lost cheque sent in January 2008)	-	20.00	20.00
Caradon D.C. Clerk's Salary – May 2008	0.88	993.09	993.97
Caradon D.C. Nut Tree, April 2008 – 50% contribution	-	114.45	114.45
Caradon D.C. Nut Tree, May 2008 – 50% contribution	-	114.45	114.45

ORDINARY MEETING OF 12th June 2008 (Continued)

8.5. ACCOUNTS TO BE PAID (Continued)

NALC / CALC 2008/9 Subscription (inc. £50.00 voluntary donation as agreed at Annual Conference)	28.62	337.10	365.72
Caradon D.C. Nut Tree, June 2008 – 50% contribution	-	114.45	114.45
G.K. Berncastle: 2007/8 Attendance Allowance / 2008/9 Printer Expenses	-	66.50	66.50
Mrs. M.Y. Byles: 2008/ 9 Printer Expenses	-	25.00	25.00
J.P. Candy: 2008/ 9 Printer Expenses	-	25.00	25.00
M.J. Crutchley: 2007/8 Attendance Allowance / 2008/9 Printer Expenses	-	191.00	191.00
R.J. Daniel: 2007/8 Attendance Allowance / 2008/9 Printer Expenses & 2007/8 Printer Cartridge expenses in connection with production of the Nut Tree Newsletter	-	241.00	241.00
D.L.G. Elliott: 2007/8 Attendance Allowance / 2008/9 Printer Expenses	-	274.00	274.00
S.J. Parry: 2007/8 Attendance Allowance / 2008/9 Printer Expenses	-	191.00	191.00
Mrs. A. Robinson: 2008/ 9 Printer Expenses	-	25.00	25.00
Mrs. M.E. Temlett: 2007/8 Attendance Allowance / 2008/9 Printer Expenses	-	191.00	191.00
Total £	37.38	2,923.04	2,960.42

It was **proposed** by Cllr. Mrs. G.E. Hartland, **seconded** by Cllr. Mrs. A. Robinson and **RESOLVED** by the Meeting to ratify the above expenditure.

8.6. FINANCIAL CORRESPONDENCE

8.6.1. The Clerk informed the Meeting that in a letter dated 6th June 2008 The Audit Commission had requested an updated analysis of reserves held in relation to the Annual Return for 2007/8. The Clerk stated that he would be sending this information and hoped that this would then allow the conclusion of these accounts.

8.7. TO CONSIDER A REQUEST BY THE CLERK FOR A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

The Clerk informed the Meeting of his reasons for requesting a meeting of the Finance and General Purposes Committee as being:-

- 1) A review of the earmarked reserves with the possibility of closing some and reallocating the funds to new / existing projects
- 2) Staff appraisal
- 3) Standing Orders – In order to bring them in line with CiLCA requirements
- 4) Any other business as suggested

After discussion it was agreed that a meeting of the Finance and General Purposes Committee should take place after the next Planning Committee meeting.

8.8. FINANCIAL BUSINESS RECEIVED AFTER THE PUBLICATION OF THE AGENDA

There had been no business received.

9. HIGHWAY MATTERS:

9.1. TRAFFIC & PARKING ISSUES: DOWDERRY, SEATON & HESSENFORD

9.1.1. To consider a letter received from Mr & Mrs D. Moore concerning traffic on Church Hill, Hesseford.

The Chairman referred members to a previously circulated letter. After discussion it was agreed that a letter should be sent to Cornwall County Highways Dept. supporting the need for some

ORDINARY MEETING OF 12th June 2008 (Continued)

9.1. TRAFFIC & PARKING ISSUES: DOWDERRY, SEATON & HESSENFORD (contd.)

9.1.2. Buttlegate Steps – To consider a request for repairs to be carried out

The Clerk informed members that there had been a request by a member of the public for the Council to carry out repairs at Buttlegate steps. Ownership of the steps was not known, and the responsibility for maintenance of them was not clear. It was felt that if the Parish Council undertook these repairs then they would also be taking on any liability relating to the steps. The Clerk was asked to contact the County Highways Dept. as an initial step in determining where responsibility lay with regard ownership and maintenance.

9.1.3. Cllr. G.K. Berncastle reported that cars using a field entrance as a lay-by at Carracawn Cross were blocking visibility of the A387 at the junction for cars emerging from Bake Lane. The Carracawn Cross junction was already dangerous and this new problem should be reported and action taken to prevent motorists from parking at the field entrance. The Clerk agreed to report this problem to the County Highways Department.

9.1.4. Cllr. Mrs. M.Y. Byles reported that work had commenced on Footpath Six.

9.1.5. The Clerk informed members that he had been asked by a member of the public to chase up action relating to parking at the junction of Keveral Lane and the Hessenford Valley Road.

9.1.6. Cllr. S.J. Parry requested that Caradon District Council be asked to clear the now overgrown path from the Hessenford Valley Road at Keveral Mill up to Keveral Farm.

9.2. PUBLIC TRANSPORT ISSUES

No matters were reported

11. CURRENT / ONGOING BUSINESS:-

11.1. PARISH PROJECTS

11.1.1. THE AXE.

The Vice Chairman reported that because some projects had dropped out there may now be funding available from the BIG scheme for the Axe pond project. The Clerk agreed to contact Steve Crummay at Cornwall County Council to request consideration for reallocated funding.

11.1.2. PROPOSED FOOTBALL PITCH AT SEATON COUNTRYSIDE PARK

Cllr. G.K. Berncastle informed the Meeting that he had had discussions with local football players and had established that their desire was for a 5 or 7 a side pitch at Seaton.

The Chairman stated that he had attended a meeting with District. Cllr. Candy and Mr. Brian Runnalls of Caradon District Council to discuss options for a football pitch. The favoured option was for a 7 a side Astroturf pitch. The possibility of toilet / changing room facilities in the park was also being considered.

11.2. "ONE CORNWALL"

11.2.1. Electoral Review: To consider the contents of a letter from the Boundary Committee for England, dated 5th June 2008.

It was agreed that the Vice-Chairman would send a response as part of the consultation process and that he would advocate the creation of 130 seats in the new Unitary Council.

11.3. BURIAL GROUND FOR DEVIOCK PARISH

The Chairman updated members by informing them that he had spoken to Mr. Wevell, the owner of land close to the old Deviock School, and that the Chairman's proposal to purchase land from him for a burial ground had met with a positive response. The Chairman asked members if they would like him to take the matter further and was supported by members in this.

ORDINARY MEETING OF 12th June 2008 (Continued)**12. NEW BUSINESS:-****12.1. CARADON / NALC / CALC, ETC DOCUMENTS**

There were no documents for consideration

12.2. NEWSLETTERS / REPORTS / BROCHURES, ETC:

The following publications were available for inspection:-

1) Fieldwork

12.3. CORRESPONDENCE RECEIVED BY DATE OF MEETING

12.3.1. Resignation of Cllr. Ms. E. R. Saville – E-mail to the Chairman dated 28th May 2008

The Chairman expressed his regret at this resignation and stated that he had tried to persuade Ms. Saville to continue as a councillor. Cllr. Mrs. M. Y. Byles **proposed** that Ms. Saville be asked to continue as the Parish Public Transport Representative, this was **seconded** by the Chairman and **agreed** by the Meeting.

The Clerk stated that he would write a letter accepting Cllr. Saville's resignation and also accepting her offer to continue as Public Transport Representative.

12.4. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA:

12.4.1. The Clerk informed members that he had arranged for Mr. John Charnock to address the Council at its next meeting on the subject of the Looe MCTi

12.5. MATTERS RAISED BY MEMBERS FOR POSSIBLE INCLUSION ON THE NEXT AGENDA

12.5.1. The Vice Chairman informed members of fly tipping that was taking place at Keveral Gardens, Seaton. The Vice-Chairman also suggested that exercise equipment for senior citizens could become part of the facilities offered at the Seaton Countryside Park and recommended that the Clerk contact Mr. Don Price of Caradon District Council to discuss this.

12.5.2. Cllr. S. J. Parry stated that construction of the new viewing platform at the second pond in the Seaton Countryside Park was progressing well. Cllr. Parry expressed concern that rubble, including metal spikes, was being used to shore up the river bank at the Seaton Beach Café. It was suggested that the appropriate authorities should be made aware of this because of health and safety implications.

There being no further business, the Chairman closed the meeting at 21.35 hrs