15 August 2013

Dear Member

A meeting of the Council will be held on Tuesday 20 August 2013 in the Tamar Valley Centre commencing at 7.00pm.

Yours sincerely

Clerk

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.

AGENDA

1. Apologies
2. Declarations of members interests in agenda items
3. Public participation (limited to 15 minutes)
4. Policing Issues
5. Matters arising from the minutes and ongoing issues
   Public Toilets/Car Parks/Bollards/Dog Bins Committee – Update
   Cemetery Chapel - Update
6. New Correspondence
   Application for funding – Cotehele Quay Gig Club
   Ahoy! Fish and Chips - Mobile fish and chip service for Calstock
7. Affordable Housing – Cllr Irons and Andy Rigby – BIBIO Ltd***
8. Road Safety – Cllr Vandermeulen
9. Clarification of Procedure for Co Option Vacancies – Cllr Mrs Kirk
10. Accounts
11. Approve Minutes of last meetings 16 July and 7 August 2013*
12. Approve minutes of committee meetings and recommendations therein*
   Recreations 30 July*
   Planning 30 July*
   Burial Board 6 August*
Public Toilets 7 August*
Cemetery Chapel 13 August*

13. Cornwall County report

14. Reports from members representing the Council on the Committees or at Meetings of other organisations

15. Dates of Future Committee Meetings

16. Correspondence and Emails – Cllr Hoile

17. Planning

PA13/06209 - Mr Jeffery Armiger Harrowbarrow
Lawful Development Certificate for use of building for residential letting.
Treragin Farmhouse Harrowbarrow Callington Cornwall

PA13/06467 - Ms J Nelmes Harrowbarrow
Construction of a "drive on-drive off" parking space Club Cottage, Harrowbarrow Callington PL17 8JG

PA13/07087 - Mr Peter Booth Chilsworthy
Construction of a utility room and provision of an office between the dining room and bedroom. Construction of a small WI balcony with a timber deck. Replacement of sitting room window with French Doors.
Hollybank, Chilsworthy Gunnislake PL18 9AT

Part 2 – If required

After resolution to exclude the Press and Public to consider items which the Council considers being of a confidential nature
*Indicates information enclosed
#Information is available on Councillor Website
***Not confirmed as agenda went out
Minutes of a meeting of the Calstock Parish Council held on Tuesday 20 August 2013 in the Tamar Valley Centre commencing at 7.00pm. Those present were;

**COUNCILLORS** - I Beech, M Greenwood, R Hoile, J Irons, I Kirk, Mrs D Kirk, Mrs J Moore, L Manning, J Roberts, Mrs G Rooker, J Vandermuelen, J Wakem, M Yates and Parish Clerk Miss S Lemon

**498/13 APOLOGIES**

Apologies for absence were accepted from S Jaggard and M Wright.

**499/13 DECLARATIONS OF MEMBERS’ INTERESTS IN AGENDA ITEMS**

Dougal McLachlan declared an interest in Planning Application PA13/06309
Glensy Rooker declared an interest in Planning Application PA13/06309
John Roberts declared an interest in Planning Application PA13/06467
Dick Hoile declared an interest in Agenda Item for Funding from Cotehele Gig Club

**500/13 PUBLIC PARTICIPATION**

Michael Heaton reported from All Saints Park that work had started on the field above his property even though the conditions have not been approved in writing. The application is still showing pending on the web site. The contractors are moving contaminated soil without the proper clothing or equipment and dumping it on Field 19. Mrs Feesey also provided photos of the contractors moving the soil.

Another resident of All Saints park commented that he had contacted James Langley of Environmental Health who did not appear to know anything about the situation.

Cllr Mrs Kirk proposed that a meeting between all parties involved should be arranged as soon as possible. **ACTION**: Clerk to write to Environment Agency regarding the removal of soil, and Cornwall Council regarding enforcement action and to arrange a meeting as soon as possible.

**501/13 POLICING ISSUES**

No policing issues were reported.

**502/13 MATTERS ARISING FROM THE MINUTES AND ONGOING ISSUES**

502/13a – Public Toilets update – a reminder to all Councillors to check the standard of the toilet cleaning and any problems to be reported to the Clerk.

502/13b – Car Parks – Cllr Hoile and the Clerk met with Peter Moore and were given detailed costs, they are now hoping to arrange a meeting with Paul Allen regarding the maintenance costs so the Council will be able to make an informed decision.

502/13c – Dog Bins – the public consultation has now finished and there have been 23 requests which will now be scored via the matrix system and the Committee will recommend to the next Full council meeting where the new bins should be sited.
502/13d – Cemetery Chapel update – Cllr Hoile presented the plans to the Council and it was proposed and agreed that:
1- Mr Wooster obtains a quote for the overall costs for fundraising figure
2 - There will be public consultation in the Chapel on Saturday 28 September where the public can view the plans and ask about the future usage, preceeded by local advertising of the event.

ACTION: Clerk to arrange for Posters and piece in the local papers before the event.

503/13 NEW CORRESPONDENCE
503/13a Application for Funding – Cotehele Quay Gig Club (Cllr Hoile left the room) It was RESOLVED that this application be referred to the F&GPP.
503/13b Ahoy! Fish and Chips – Mobile Fish and Chip service for Calstock. Harry Taylor had emailed the Council and asked if he could park on the car park at Calstock, and deliver a mobile fish and chip service. It was decided that as this was not the Parish Councils' car park he should request permission from Cornwall Council.

ACTION: Clerk to write to Mr Taylor and inform him of the decision

504/13 AFFORDABLE HOUSING – CLLR IRONS AND ANDY RIGBY – BIBIO LTD
Cllr Irons introduced Andy Rigby from a company called Bibio Ltd to the Council.
Mr Rigby spoke at length regarding his feelings about Affordable Housing and his company which has provided these constructions to various sites throughout Devon and Cornwall. It was agreed that he should be involved with the Planning Committee when it next met and spoke about the Affordable Housing Issues in the Parish.

ACTION: Clerk to arrange for Mr Rigby to attend the next Planning meeting

505/13 ROAD SAFETY – CLLR VANDERMEULEN
Cllr Vandermeulen spoke to the Council about Road safety in the Parish and suggested that each Councillor makes a note of black spots in their area and they are then prioritized so they can be dealt with in specific time. Cllr Beech said as an ex traffic policeman it was normally speeding that caused the accidents and that was a matter for the public to be educated regarding the dangers. Cllr Hoile said that although in theory it was a good idea sometimes the Council had to deal with the problems as they arose. Cllr Mrs Kirk said that Cornwall were now a reactive Council and not a proactive one so if any issues raised would not necessarily be looked at but the Parish Council needs to keep badgering the County Council to get things changed. It was proposed that the Parish deal with the issues at Honicombe and Calstock and then create a list of severe and dangerous hazards which could help with traffic management and also the neighbourhood plan.

It was RESOLVED that all Councillors would produce a list and report back at the meeting of 20 September 2013.
506/13 CLARIFICATION OF PROCEDURE FOR CO-OPTION VACANCIES – CLLR MRS KIRK
Cllr Mrs Kirk spoke to the Council about the need to clarify how the interviews were undertaken, and whether there could be some kind of short listing. It was PROPOSED and SECONDED that this matter would be referred to the F&GPP to make some recommendations. **ACTION:** Clerk to put on agenda for next F&GPP

507/13 ACCOUNTS

The following accounts received the Council’s approval for payment:

<table>
<thead>
<tr>
<th>Already Paid</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>UK Fuels DD</td>
<td>Pearce's July Fuel</td>
<td>66.01</td>
</tr>
<tr>
<td>Salaries and wages TFR</td>
<td>bank transfers - July</td>
<td>4106.74</td>
</tr>
<tr>
<td>Cornwall Council DD</td>
<td>Office Business Rates</td>
<td>64.00</td>
</tr>
<tr>
<td>Cornwall Council DD</td>
<td>Business Rates Toilet Calstock</td>
<td>154.00</td>
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<tr>
<td>EDF Energy DD</td>
<td>Albaston Cemetery Chapel</td>
<td>103.70</td>
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<tr>
<td>Google Services DD</td>
<td>Website server</td>
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<tr>
<td>British Gas DD</td>
<td>Albaston Cemetary Chapel</td>
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<tr>
<td>South West Water DD</td>
<td>Tap on Quay Calstock</td>
<td>17.05</td>
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<tr>
<td>South West Water DD</td>
<td>Calstock Cemetery Tap</td>
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<tr>
<td>South West Water DD</td>
<td>Albaston Cemetery Tap</td>
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<tr>
<td>Dick Hoile TFR</td>
<td>Account Domains</td>
<td>19.16</td>
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<tr>
<td>Dick Hoile TFR</td>
<td>Mileage to Bodmin</td>
<td>29.50</td>
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<tr>
<td>Tavistock Woodland TFR</td>
<td>Bolts and plank for replacement bench seat</td>
<td>30.11</td>
</tr>
</tbody>
</table>

**To be paid:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr R Tamblyn CHQ</td>
<td>01/07, 08/07, 15/07, 22/07, 29/07</td>
<td>400.00</td>
</tr>
<tr>
<td>Mr J Pote CHQ</td>
<td>Grass cutting Harrowbarrow</td>
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<td>Perfect Pastures CHQ</td>
<td>Grass cutting contract Albaston Green</td>
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<tr>
<td>Perfect Pastures CHQ</td>
<td>Grass cutting contract Mar</td>
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<td>Callington Garden Machinery CHQ</td>
<td>Safety glasses, safety gloves</td>
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<tr>
<td>Viking CHQ</td>
<td>stationary</td>
<td>125.24</td>
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<tr>
<td>Latchley &amp; Cox Park Show CHQ</td>
<td>106 Grant</td>
<td>150.00</td>
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<tr>
<td>Calstock Parish Archive CHQ</td>
<td>106 Grant</td>
<td>750.00</td>
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<td>Arb Masters CHQ</td>
<td>Tree services St Anns Chapel</td>
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<tr>
<td>CALC CHQ</td>
<td>Chairmanship Training</td>
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<td>Trewartha Gregory Doidge CHQ</td>
<td>various grass seed etc</td>
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<tr>
<td>Pest Doctor CHQ</td>
<td>wasp nest</td>
<td>59.00</td>
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<tr>
<td>Cornwall council CHQ</td>
<td>Election charges</td>
<td>3221.96</td>
</tr>
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508/13 APPROVE MINUTES OF LAST MEETINGS ON 16 JULY 2013 AND 7 AUGUST 2013

All minutes were proposed and seconded.
509/13 APPROVE MINUTES OF COMMITTEE MEETINGS AND RECOMMENDATIONS THEREIN
Recreation Committee Meeting 30 July 2013
Planning 30 July 2013
Burial Board 6 August 2013
Public Toilets 7 August 2013
Cemetery Chapel 13 August 2013
All minutes and recommendations were proposed and seconded.

510/13 CORNWALL COUNTY REPORT
Cllr Mrs Kirk reported that August was a ‘quiet’ month!
She had met with the residents at Honicombe Park and written to Paul Allen requesting a way forward for the problems at the entrance of the Park. She has also taken forward the problems of the light and the trees as you come into Calstock and is trying to have a meeting with all involved.
Cllr Mrs Kirk is also having a meeting re Sandhill Park and will report back to the Council once she has heard anything.
She also reported that the Council Tax Indemnity has also changed and this could cause major financial difficulties for some people as this has changed from 1 month to 6 months, where people have to pay if they are in 2 properties at the same time.

511/13 REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR MEETINGS OF OTHER ORGANISATIONS
Cllr Kirk and Cllr Jaggard walked along the footpath at Nicholas Meadow where the landowner has placed a fence which only leaves a very narrow footpath. Cllr Jaggard is to speak to the Landowner in question and report back to the Council.

512/13 DATES OF FUTURE COMMITTEE MEETINGS
Dog Bins – 1800 9 September 2013
Cemetery Chapel – 1900 9 September 2013
F&GPP – 1900 10 September 2013
Footpaths – 1900 11 September 2013
Recreations – 1800 before full Council meeting 17 September 2013
All in the Tamar Valley Centre

513/13 CORRESPONDENCE AND EMAILS – CLLR HOILE
Cllr Hoile reminded the Councillors that they all have email addresses where they can receive emails, but on replying the email will come from their personal email address.
He also advised that anyone writing on behalf of the Council had to send a copy to the Clerk as the Proper Officer for the Council she needs to have site of all correspondence.

514/13 PLANNING
PA13/06209 - Mr Jeffery Armiger Harrowbarrow
Lawful Development Certificate for use of building for residential letting. Treragin Farmhouse Harrowbarrow Callington Cornwall
Support – Parish Council have no objections to this application

PA13/06467 - Ms J Nelmes Harrowbarrow
Construction of a “drive on-drive off” parking space Club Cottage, Harrowbarrow Callington PL17 8JG
Support – Parish Council have no objections to this application and it will remove cars from a narrow road
PA13/07087 - Mr Peter Booth

Construction of a utility room and provision of an office between the dining room and bedroom. Construction of a small timber deck office with a small WI balcony. Replacement of sitting room window with French Doors.

Hollybank, Chilsworthy Gunnislake PL18 9AT

Object - The Parish Council object to the scheme as a whole as they do not think the balcony is appropriate as it overlooks the adjacent property. The construction of the office is not seen to be a problem.

The meeting closed at 20.45

Dated.................................20.08.13

Signed........................................Chairman