Thursday 12 November 2015

Dear Member

You are summoned to a meeting of Calstock Parish Council which will be held on Tuesday 17 November 2015 in the Tamar Valley Centre commencing at 7.00pm.

Yours sincerely

SJ Lemon
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.

A G E N D A

1. Chairman’s Opening Remarks regarding the recording of meetings – a reminder that anyone participating in the meeting may be filmed, recorded, photographed or otherwise reported about. Chairman also to remind all Councillors to speak up during debate for any members of the public that are hearing impaired.
2. Apologies
3. Declarations of members’ interests in agenda items
4. Public participation (limited to 15 minutes)
5. Police Report
6. Approve Minutes of last meeting 4 November 2015*

17-11.15 Initials........................
7. Approve minutes of Committee Meetings
   - Air Quality Working Party Meeting 4 November 2015*
   - Recreations Meeting re Allotments 10 November 2015*
8. Matters Arising (Action List)*
   - Car Parks/Bollards Committee Update
   - Neighbourhood Plan Update
   - Defibrillator – Cllr Wakem
9. New Correspondence
   - Email from Chris Smart re Calstock Archaeological Dig HLF Bid*
   - Thank you letter from CHICKS
   - Request for grant for Calstock Xmas Lights £300
   - Gunnislake Xmas Lights £300
10. Recommendation from the Air Quality Working Party that a representative from Cornwall Council is invited to attend a meeting to explain the Air Quality in Gunnislake and bring the latest findings (or interim reports) from recent monitoring (suggested Stewart Bourne – Head of Public Health)
11. Proposal from Cornwall Council regarding Fosters Field: How would the Parish Council feel in principle about taking the freehold of the field and access road, on the basis that it agreed a suitable user agreement for the school? If the Parish Council was happy in principle to take it on, would it have any conditions for this?
12. HLF Bid Albaston Chapel – Cllr Hoile
13. Cornwall Council report
14. Accounts
15. Reports from members representing the Council on the Committees or at meetings of other organisations
16. Dates of Future Committee Meetings – F&GPP, Precept Meetings for all Budget Holding Committees – Burial/Recreation/Pleasure Boats and Moorings
17. Urgent Information
18. Planning
   **PA15/10086** - Mr Anthony Westington, Harrowbarrow
   Replacement of an existing conservatory on the rear side of the house The Barn Harrowbarrow Callington Cornwall
   **PA15/09750** - Mr Leeson, Delaware
   Works to a tree subject to a tree preservation order. Removal of branches from oak to give six metres of clearance from the road. Willowdene St Anns Chapel Gunnislake Cornwall
   **PA15/09855** - Mr And Mrs P Sharp, Harrowbarrow
   Extension to provide a ground floor shower room. Willow Tree Cottage Road From Callington Road To Honicombe Corner Harrowbarrow Cornwall
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

Please note: anyone participating in the meeting may be filmed, recorded, photographed or otherwise reported about.
Minutes of a meeting of the **Calstock Parish Council**
held on **Tuesday 17th November 2015**,
in the Tamar Valley Centre commencing at **7.00pm**.

Those present were:-
**COUNCILLORS** - Cllr Alford, Cllr Beech, Cllr Greenwood, Cllr Hoile, Cllr Kirk, Cllr Latham, Cllr Manning, Cllr Rooker (Chair), Cllr Wakem
Miss Susan Lemon (Clerk),
Miss Clare Bullimore (Deputy Clerk – minutes).

**313/15 CHAIRMAN’S OPENING REMARKS**
Cllr Rooker welcomed people and reminded them that they may be filmed and also asked that people speak clearly.

**314/15 APOLOGIES**
Cllr Irons (holiday), Cllr Jaggard (ill), Cllr Moore (daughter’s graduation), Cllr Roberts (apologies received in advance), Cllr Woolford (working), Cllr Wright (ill), Cllr Yates (working).

**315/15 DECLARATIONS OF MEMBERS’ INTERESTS IN AGENDA ITEMS**
Agenda item 9 – New Correspondence, Calstock Christmas Lights request: Cllr Hoile will leave the discussion as he is on the Committee.
Agenda item 11 – Cllr Latham explained that she has accepted a request to be a school governor; she will remain to hear the discussion but not vote.

**316/15 PUBLIC PARTICIPATION**
Mr Terry Latchford present but did not speak.
Rachel Collings present (late) but did not speak.

**317/15 POLICE REPORT**
Crime stats from 21/10/15 to 17/11/15, sent through from PCSO Jo Addems
- Criminal Damage – Albaston Cemetery – Under Investigation
- Communication Offence – Cox park – Under Investigation
- Burglary to Shed – Sandhill Gunnislake – Under Investigation
- Burglary – Harewood Road Calstock – Under Investigation
- Shoplifting – Drakewalls – Under Investigation
- Theft of Charity Box – Newbridge – Filed as no lines of enquiry
- Theft from Motor Vehicle – A390 St Ann’s – Under Investigation
- Communication Offence – Delaware – Under Investigation
- Assault – Gunnislake – Under Investigation
- Assault – The Square, Gunnislake – Under Investigation
Jo will be holding a surgery in Woodland Way on 18/11/15, anyone is welcome to come in and raise concerns or ask questions.

318/15 APPROVE MINUTES OF LAST MEETING 04 NOVEMBER 2015
The Deputy Clerk explained that Cllr Irons had asked that the minutes be amended as he had not objected to planning application PA15/08843 on the grounds of a residential building being put in open countryside but had objected on the grounds that the plans submitted did not show enough detail; the Deputy Clerk had brought together other parts of the discussion that took place between the council members and apologised for misrepresenting Cllr Irons’ objection.

PROPOSAL: that the minutes be approved subject to the amendment being made
PROPOSED: Cllr Hoile
SECONDED: Cllr Beech
RESOLUTION: All supported the proposal and the minutes were approved subject to the amendment

319/15 APPROVE MINUTES OF COMMITTEE MEETINGS
AIR QUALITY WORKING PARTY – 04 NOVEMBER 2015
PROPOSAL: that the minutes be approved
PROPOSED: Cllr Hoile
SECONDED: Cllr Rooker
RESOLUTION: All supported the proposal and the minutes were approved

RECREATIONS MEETING RE ALLOTMENTS – 10 NOVEMBER 2015
PROPOSAL: that the minutes be approved
PROPOSED: Cllr Wakem
SECONDED: Cllr Rooker
RESOLUTION: All supported the proposal and the minutes were approved

Cllr Wakem said that he, Cllr Alford and Cllr Irons would go and measure the plots; Cllr Rooker also offered to assist with this.

320/15 MATTERS ARISING
Action List:
Air Quality Working Party – wait until the New Year before inviting a member of Cornwall Council to a meeting as the report into air quality has yet to be finalised
Bus Shelters – the Clerk has found out the cost of some bus shelters ready for the F&GPP meeting
Redundant Road Signs – ongoing – please send a description if taking a photo is not viable option – the Deputy Clerk raised the issue at a Landscape Monitoring training session that she attended
November Audit – Cllrs Rooker and Roberts to undertake this on 09-12-15 which was the earliest date that could be arranged
Toggle entrapment – ongoing
Meeting with allotment holders – this was held, the Clerk was thanked for producing the minutes and for understanding the issues to be addressed. Cllrs Wakem, Irons and Alford will measure up the size of the plots

Harrowbarrow Play Park Painting – this just needs to be finished off once the weather improves.

Car Parks
Cllr Hoile explained that Cornwall Council is due to meet to discuss their contract with Cory and the Parish Council will wait to see whether this has any further impact on negotiations.

Neighbourhood Plan
A sub-group met last week to discuss the next step now that all of the questionnaires have been inputted. Cllr Hoile attended to give his advice. It was decided that Cllr Hoile and the Deputy Clerk would initially meet and gather some basic data to see if there are any gaps in information and what the demographic is of those who returned questionnaires.

Defibrillator
Cllr Wakem reported that Calstock School are keen to have some training and a doctor and a nurse from the village have also expressed an interest (along with the Rowing Club). It would seem as though the training can be co-ordinated for the New Year and money transferred to the Parish Council to purchase the defibrillator.

Action: Clerk and Cllr Wakem to co-ordinate the purchase of the defibrillator and set up a training event.

321/15 NEW CORRESPONDENCE
Email from Chris Smart re Calstock Archaeological Dig HLF Bid
Chris Smart is putting in the HLF bid for the archaeological dig at Calstock. He has requested some monetary assistance for the community phase of their plan at £1000 per year for 3 years and that a letter of support is written from the Parish Council in support of the dig.

Proposal: The Parish Council grants the archaeological dig £1000 each year for the 3 years that the project runs for the community element of the exercise and writes a letter of support for the dig.

Proposed: Cllr Hoile
Seconded: Cllr Beech

Vote: Cllr Wakem abstained, all others in favour of the proposal

Resolution: The Parish Council will grant the archaeological dig £1000 each year for the 3 years that the project runs and will write a letter of support for the dig.

Thank you letter from CHICKS
A letter has been received from CHICKS thanking the Parish Council for their contribution.

Request for grant from Gunnislake Christmas Lights and Calstock Christmas Lights
Cllr Hoile left the room.
Gunnislake and Calstock Christmas Lights Committee have asked for £300 respectively. There was some discussion about what the money is spent on and Cllr Kirk felt it would be useful to have a breakdown of costs.

**Proposal**: The Parish Council grants Gunnislake and Calstock Christmas Light Committee £300 each

**Proposed**: Cllr Greenwood

**Seconded**: Cllr Beech

**Vote**: All in favour of the proposal

**Resolution**: The Parish Council will grant Gunnislake and Calstock Christmas Lights Committee £300 each.

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**322/15 RECOMMENDATION FROM THE AIR QUALITY WORKING PARTY THAT A REPRESENTATIVE FROM CORNWALL COUNCIL IS INVITED TO ATTEND A MEETING TO EXPLAIN THE AIR QUALITY IN GUNNISLAKE AND BRING THE LATEST FINDINGS (OR INTERIM REPORTS) FROM RECENT MONITORING (SUGGESTED STEWART BOURNE, HEAD OF PUBLIC HEALTH)**

Cllr Kirk reported that Cornwall Council have yet to complete the report although 6 proposals are being put forward. Cornwall Council is hoping to have the report finalised by 11 January 2016 and hold a consultation around this time.

**Proposal**: Stewart Bourne is invited in January to attend a meeting to explain the findings in the report

**Proposed**: Cllr Hoile

**Vote**: all in favour

**Resolution**: The Clerk’s Office to formally request that Stewart Bourne attends a meeting in January to discuss the air quality report

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**323/15 PROPOSAL FROM CORNWALL COUNCIL REGARDING FOSTERS’ FIELD: HOW WOULD THE PARISH COUNCIL FEEL IN PRINCIPLE ABOUT TAKING THE FREEHOLD OF THE FIELD AND ACCESS ROAD, ON THE BASIS THAT IT AGREED A SUITABLE USER AGREEMENT FOR THE SCHOOL? IF THE PARISH COUNCIL IS HAPPY IN PRINCIPLE TO TAKE IT ON, WOULD IT HAVE ANY CONDITIONS FOR THIS?**

Steve Foster has been liaising with the Clerk regarding this issue. Cllr Wakem expressed his opinion that this area is of great importance in Gunnislake; providing children with a safe place to play and feels that it is essential to keep it. Cllr Kirk also feels strongly that it should be secured and spoke about it having been left in perpetuity for such a use. There was some discussion about the access road and what maintenance issues there may be with this.

**Proposal**: to agree *in principle* to the Parish Council taking over the freehold of the field and access road

**Proposed**: Cllr Wakem

**Seconded**: Cllr Hoile
**Vote:** Cllr Latham abstained having declared an interest as a school governor, all others voted in favour of the proposal

**Resolution:** it was agreed *in principle* to the Parish Council taking over the freehold of the field and access road. The Recreations Committee to look at the details of this and to make recommendations to the Council. Cllr Kirk would like a clause built in that it continues to be left in perpetuity for the community to use.

324/15 HLF BID ALBASTON CHAPEL – CLLR HOILE
Cllr Hoile updated the Council that Le Page architects were successful in their bid for this project. The HLF bid is now being submitted in November – before the original date that had been suggested of March.

325/15 CORNWALL COUNCIL REPORT – CLLR KIRK
Air Quality - discussed in previous agenda item, 322/15
Local Plan for Cornwall – Cllr Kirk has heard from Steve Havers who has added conditions to the section of the Cornwall Local Plan dealing with the link between development and pollution and has included wording to the effect that mitigation should be put in place wherever possible and if mitigation is not possible further development should not take place.

Tamar Valley Railway Line – Cllr Kirk has had a meeting with Bert Biscoe (Portfolio Holder for Transport), Nigel Blackler (Head of Service for Transport for Cornwall Council) and Hannah Harris (Officer of Transport, Cornwall Council). A very positive meeting was held. Discussions took place about the possible diversion of the Railway Line to Tavistock and Bere Alston and concerns about Gunnislake and Calstock still being served if this were to happen were raised, understood and acknowledged. Consultation is due to take place locally looking at two proposals: one for a one hourly service changing at Bere Alston or a two hourly service without a change. Nigel Blackler also agreed to look into the idea of a later evening train from Plymouth. It does not look as though our branch line will be closing which is very good news.

Obstructions in Calstock – Cllr Kirk raised the issue of parked vehicles in Calstock which are causing potentially dangerous obstructions. Cllr Manning is aware of the issues as well.

Disposal of Hypodermic Needles – Cllr Kirk had reason to find out the procedures for disposing of needles and will impart this information to the Clerk’s office.

Low Maintenance Housing Units- Cornwall Council are looking to use factory built units to provide housing with low maintenance costs – the units would be for sale and for rental purposes and a couple of experimental sites are envisaged in Camborne and Hayle - this could be an exciting and innovative project from Cornwall Council.
326/15 ACCOUNTS

November
Already Paid | Description | Amount | Item No
---|---|---|---
UK Fuels | DD | Pearce’s October fuel bill | 24.96 | 250
Salaries and wages | TFR | bank transfers - 13 November | 5150.36 | 251
Cornwall Council | DD | Business Rates Office | 108.00 | 252
Cornwall Council | DD | Business Rates Toilet Calstock | 144.00 | 253
Cornwall Council | DD | Business rates Toilets Gunnislake | 166.00 | 254
South West Water | VISA | Tap at Burial Ground Calstock | 4.07 | 255
South West Water | DD | Public toilets Calstock | 47.75 | 256 cr
South West Water | DD | Public Toilets Gunnislake | 17.00 | 257
British Gas | DD | Albaston cemetery chapel 1/4ly gas | 40.56 | 258
South West Water | DD | Water tap at the Quay 1/4ly | 18.44 | 259
02 Phone rental | DD | Mobile phone rental x 2 | 60.00 | 260
Google Services | DD | Website server | 2.75 | 261
Renault Finance | DD | Van lease | 212.72 | 262
Richard Holle | TFR | IT Support (included in bank transfers) | 150.00 | 263
PC World | VISA | Lap top and set up | 444.00 | 264
Amazon | VISA | VGA Adaptor and laptop case | 30.59 | 265
Amazon | VISA | Hard drive | 689.90 | 266
Amazon | VISA | Pointer for lap top | 22.75 | 267
Amazon | VISA | Honeywell heater | 29.99 | 268
Tavy Signs | VISA | magnetic signs for van | 72.00 | 269
Lizard work wear | VISA | Work wear for staff | 348.94 | 270
PSP Insurance | VISA | Van insurance | 566.50 | 271

To be paid:
Rod Tamblyn | CHQ | 5/10, 12/10, 19/10, 26/10 | 320.00 | 272
Perfect Pastures | CHQ | Grass cutting contract | 1358.99 | 273
Cormac | CHQ | Toilet Cleaning Calstock September | 200.00 | 274
Cormac | CHQ | Toilet Cleaning Gunnislake September | 375.60 | 275
Cormac | CHQ | Toilet unblocking Gunnislake | 95.36 | 276
Cory Environmental | DD | waste removal | 19.20 | 277
Fairway Landscapes | CHQ | verti drain Calstock football pitch | 432.00 | 278
Trewartha | CHQ | grass seed ronseal wood filler | 38.80 | 279
The Rubber Band | CHQ | Remembrance Day | 150.00 | 280
British Legion | CHQ | Wreath | 50 | 281
Blue Moon | visa | Questionnaire | 118.55 | 282

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Proposal: to approve the minutes
Proposed: Cllr Alford
Seconded: Cllr Beech
Vote: Cllr Holle abstained as he is a recipient, all others voted in favour
Resolution: The Accounts for November were approved.

327/15 REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR AT MEETINGS OF OTHER ORGANISATIONS
Cllr Irons had attended the AGM of the trustees of the Parish Archives. They will be pleased that the HLF bid for the Albaston Cemetery is going to be submitted in November and one book has been published and another is due to be published in the New Year.
328/15 DATES OF FUTURE COMMITTEE MEETINGS
F&GPP: 01/12/15 – 7.00pm
Recreation/Burial/Moorings: after the Council Meeting on 02/12/15 (to agree budget for next year).

329/15 URGENT INFORMATION
Cllr Rooker and the Clerk visited Margaret Scrivens with some flowers; Margaret thanks the Parish Council for them and said they were beautiful. She will be attended the Christmas lunch.

330/15 PLANNING
PA15/10086 - Mr Anthony Westington Harrowbarrow
Replacement of an existing conservatory on the rear side of the house. The Barn, Harrowbarrow, Callington, Cornwall.
Proposal: To support this application
Proposed: Cllr Rooker
Seconded: Cllr Manning
Vote: all in favour
Resolution: to SUPPORT this application

PA15/09750 - Mr Leeson Delaware
Works to a tree subject to a tree preservation order. Removal of branches from oak to give six metres of clearance from the road. Willowdene, St Anns Chapel, Gunnislake, Cornwall.
Proposal: To support this application
Proposed: Cllr Beech
Seconded: Cllr Manning
Vote: all in favour
Resolution: to SUPPORT this application

PA15/09855 - Mr and Mrs P Sharp Harrowbarrow
Extension to provide a ground floor shower room.
Willow Tree Cottage, Road from Callington Road To Honicombe Corner, Harrowbarrow.
Proposal: To support this application
Proposed: Cllr Rooker
Seconded: Cllr Hoile
Vote: all in favour
Resolution: to SUPPORT this application

There being no further business the meeting closed at 1953.

Signed ........................................................... (Chairman)
Dated .............................................................

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17-11.15 Initials..........................