Dear Member

You are summoned to a meeting of Calstock Parish Council which will be held on **Wednesday 13 September 2017** 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) *Please note items discussed in public participation should only relate to agenda items. If you wish to speak about anything else, please contact the clerk or a councillor to arrange for it to be included on an appropriate agenda.*

5. **Approve Minutes of last meeting** – 09-08-17
6. **Note minutes and associated actions/expenditure/recommendations of Committee meetings***:
   - Planning Committee: 02-08-17, 16-08-17 & 06-09-17
   - Cemetery Chapel Project Team: 08-08-17 & 30-08-17
   - Calstock Waterfront Working Party: 09-08-17
   - Neighbourhood Plan Committee – 29-07-17
   - Recreation Committee: 30-08-17
   - Personnel subcommittee: 05-09-17
   - Amenities Committee: 06-09-17

7. **Matters Arising**:
   - Action List*

8. **New Correspondence**
   - LCCP Show, letter of thanks
   - Wedding Reception: Millennium Green
   - Sewage Lorries, Calstock

9. **Standing Item**: Clerk’s Information
10. **Standing Item**: Police Report
11. **Standing Item**: 5 Day Planning Consultations
12. **Standing Item**: Cemetery Chapel Update
13. **Standing Item**: Neighbourhood Plan update
14. **Standing Item**: Toilets Update
15. **Standing Item**: Fosters Field
16. **Standing Item**: Woodland Way Centre
17. **Standing Item**: Tamar Way Footpath
18. **Standing Item**: Calstock Flood Defence
19. **Standing Item**: Cornwall Council Report
20. **Standing Item**: Reports from Members Representing the Council on the Committees or at Meetings of other Organisations
21. **Standing Item**: Approve Accounts
22. Update from Recreations Committee on King George V Playing Field
23. Recommendation from Amenities Committee that £7425 is spent on remedial work at Calstock Car Park
24. Annual Return
25. Pontoon & Parish Quay
26. SSE Enterprise – New Contract
27. Dates of Future Committee Meetings:
   - F&GPP
28. Urgent Information

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
Minutes of a meeting of the **Calstock Parish Council**
held on **Wednesday 13 September 2017**,  
in the Tamar Valley Centre commencing at **7.00pm**.

Those present were: -  
**COUNCILLORS** - Cllr Alford, Cllr Beech, Cllr Greenwood, Cllr Hoile, Cllr Hughes, Cllr Irons, Cllr Kirk,  
Cllr Latham (Chair), Cllr McLachlan, Cllr Riggs, Cllr Wakem, Cllr Wilkes.  
Miss Sue Lemon, Clerk  
Miss Clare Bullimore, Deputy Clerk *(minutes)*.

180/17 **CHAIRMAN’S OPENING REMARKS**  
Cllr Latham welcomed everyone – especially members of the public - and reminded them that they  
may be filmed, photographed or recorded. She requested that people speak clearly. Cllr Latham  
was granted permission to move agenda items 8 and 16 further up the agenda.

181/17 **APOLOGIES**  
Apologies were accepted from Cllr Letchford (away visiting family), Cllr Roberts (conflict of  
interests), Cllr Rooker (away), Cllr Tinto (other commitments), Cllr Wells (ill), Cllr Woolford (working).

182/17 **DECLARATIONS OF MEMBERS’ INTERESTS IN AGENDA ITEMS**  
Cllr Greenwood explained that he is a trustee of the Woodland Way Centre, agenda item 16.

183/17 **PUBLIC PARTICIPATION**  
In agenda item 8, Lisa Kerslake spoke about using the Millennium Green for her wedding reception  
and Mr and Mrs Yelland spoke about sewerage lorries in Calstock.

184/17 **APPROVE MINUTES OF LAST COUNCIL MEETING – 09-08-17**  
Proposal: the minutes be approved  
**Proposed:** Cllr Hoile, **Seconded:** Cllr Wilkes  
**Resolution:** the minutes were approved unanimously

185/17 **NOTE MINUTES AND ASSOCIATED ACTIONS/EXPENDITURE/RECOMMENDATIONS OF COMMITTEE MEETINGS:**  
Proposal: all minutes be noted and associated actions/expenditure/recommendations be  
approved *(proposed: Cllr Hoile, seconded: Cllr Wilkes)*  
- Planning Committee: 02-08-17, 16-08-17 & 06-09-17  
- Cemetery Chapel Project Team: 08-08-17 & 30-08-17  
- Calstock Waterfront Working Party: 09-08-17  
- Neighbourhood Plan Committee – 29-07-17  
- Recreation Committee: 30-08-17  
- Personnel subcommittee: 05-09-17  
- Amenities Committee: 06-09-17  
**Resolution:** minutes noted and actions/expenditure/recommendations unanimously approved.
186/17 MATTERS ARISING
Action List – matters outstanding, with outcomes/progress
Boat Hire – meeting to be held 22-09-17
Asset Register: Cllr McLachlan and Cllr Rooker to finalise in conjunction with work on heritage assets for Neighbourhood Plan
Telephone box, Metherell – remains unactioned.

187/17 NEW CORRESPONDENCE
LCCP Show – The Latchley, Chilsworthy and Cox Park Show sent in a letter thanking the Parish Council for their donation
Wedding Reception – Lisa Kerslake asked permission to use the Millennium Green for her wedding reception. Proposal: subject to Lisa showing the Clerk insurance and a Temporary Events Notice and the event finishing by midnight permission be granted (proposed: Cllr Hoile, seconded: Cllr Wakem) – unanimous support.
Sewage Lorries – Mr and Mrs Yelland spoke about the ongoing issues with the sewage plant in Calstock: many lorries are currently driving to and from the plant which is often not working efficiently. Despite numerous letters to various agencies nothing seems to be achieved. Action: Clerk’s Office to write to South West Water asking how long it will be for the roof to be repaired and requesting a long-term plan for their sewage works and copy in Environment Agency, DeFRA, Environmental Health, Highways, Cornwall Portfolio Holders and the local MP

188/17 STANDING ITEM: CLERK’S INFORMATION
ID badges were distributed to be worn voluntarily.

189/17 POLICE REPORT
PCSO Jo Addems sent the following report through showing crime from: 08-08-17- 13-09-17:
• Assault, Harewood Road Calstock, Under Investigation
• Criminal Damage, Delaware Court, Delaware, Under Investigation
• Public Order, A390 St Ann’s Chapel, Under Investigation
• Criminal Damage, The Orchard, Gunnislake, Under Investigation
• Dog out of control, Cemetery Road, Drakewalls, Filed, No Suspects
• Common Assault, Tavistock Hotel, Gunnislake, Victim not supporting further police action,
• Burglary, Norris Green, Under Investigation
• Criminal damage vehicle, Sand Hill, A390, Filed, No suspects.

PCSO Addems also asked for information on about drug use taking place on Fosters Field as an email had been receiving reporting this information.

190/17 5 DAY PLANNING CONSULTATIONS
PA17/05649 had been discussed at the previous Planning Committee: Cllr Kirk said that it was due to go to Committee after the Parish Council continued to object to the application but in the meantime amended plans had been uploaded and that these should be discussed. It will be included on the next Planning Committee Agenda.
191/17 **STANDING ITEM: CEMETERY CHAPEL UPDATE**
A mid-term review is due in November, the Activity Consultant has found some gaps in marketing the project and work continues to progress towards the second-round bid.

192/17 **STANDING ITEM: NEIGHBOURHOOD PLAN UPDATE**
The Deputy Clerk reported that a Services Audit has been drafted by Cllrs Rooker and Latham. Training and workshops are taking place next week and a grant for £7965 has been secured to go towards the costs of Local Landscape Character Assessment training and the Project Manager’s costs.

Cllr Kirk pointed out that she has requested an embargo on development in the Air Quality Management area and was worried that this may undermine development of the Plan; she was assured that the impact of air quality on proposed development was being considered and it may be that such an initiative would be welcomed: no plans have been drawn up for discussion yet.

193/17 **STANDING ITEM: TOILETS UPDATE**
Nothing to report

194/17 **STANDING ITEM: FOSTERS FIELD**
This issue of the field being on a mining site has been brought up with Cornwall Council. If the Parish Council ask for freehold, indemnity will not be offered but it would be with a long-term leasehold arrangement (as done with the toilets)
Proposal: a 999-year lease with ground rent of £1.00 (if demanded) to cover indemnity of mining be negotiated with a view to the Parish Council taking Fosters Field on under this arrangement (proposed: Cllr McLachlan, seconded: Cllr Wilkes).
Resolution: unanimous support for proposal.

195/17 **STANDING ITEM: WOODLAND WAY CENTRE**
Jane Moore asked the Council when they may decide on whether to take on the Woodland Way Centre. She explained that some more consultation had taken place with 8 current users wishing the centre to remain open and continue with current activities.
Cllr Kirk explained that she has spoken to an officer in Cornwall Councillor who said that the ownership is still undecided.
Proposal: a small working party be set up with a finite end date to consider the details and report back (proposed: Cllr Hoile, seconded: Cllr Wilkes).
Resolution: unanimous approval: small working party volunteers: DK, CW, DM, JWa, KL.

196/17 **STANDING ITEM: TAMAR WAY**
The Clerk has tried to contact Will Glassup from Cormac to check the schedule of work.

197/17 **STANDING ITEM: CALSTOCK FLOOD DEFENCE**
A meeting is being held with representatives from the Parish Council, community, Environment Agency and Cllr Kirk on Wednesday 20 September 2017. It was noted that the ongoing issues with sewage should be considered in any discussions about the river, flooding etc.
STANDING ITEM: CORNWALL COUNCIL REPORT – CLLR KIRK

Gunnislake Newbridge
It has finally been agreed that Devon Council will carry out a close-up inspection of Newbridge in the late Autumn which will require specialist equipment. This will mean road closures but some progress may be seen to be made as a result.

Resurfacing and Patching Work
Patching and surfacing work is due to take place on Tamar Way, Crocker’s Row, Sandhill to Newbridge and Eric Road in Calstock.

Parking in St Ann’s Chapel
Cornwall Council will not enforce the parked cards across the Chapel Close junction as there are no yellow lines and no money to have yellow lines. Discussion ensued as to whether yellow lines would be wanted as the cars would have nowhere to park if not on the road. There was also some feeling that the parked vehicles slow movement down.

Air Quality Management Area
Some ‘ideas’ from Eloise Travis have been forthcoming but they are only ideas!

One Vision Partnership Plan
Cllr Kirk is concerned about the impact the plan will have on children and family services e.g. benefit changes and cuts will increase the number of children living in poverty; services will be pushed onto voluntary organisations and the community; services will end up privatised; all schools will become multi-academy trusts.

A390
Cllr Kirk has asked Steve Foster, Localism Officer, to include the A390 as a priority for the Caradon Neighbourhood Network: it was highlighted as an issue in 2000 and since then the road has not improved but traffic has increased.

Trees behind Woodland Way
There has been no progress on cutting these as there is a dispute over ownership.

STANDING ITEM: REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON THE COMMITTEES OR AT MEETING OR OTHER ORGANISATIONS

None to report.

STANDING ITEM: APPROVE ACCOUNTS
Proposal: the accounts (to be found at the end of the minutes) be approved (proposed: Cllr Wilkes, seconded: Cllr Irons)
Resolution: unanimous approval of the accounts.

UPDATE FROM THE RECREATIONS COMMITTEE ON KING GEORGE V PLAYING FIELD
The Committee updated the Parish Council that Public Consultation had been held about equipment to be installed on the playing field and purchasing is under way.

RECOMMENDATION FROM AMENITIES COMMITTEE THAT £4725 IS SPENT ON REMEDIAL WORK AT CALSTOCK CAR PARK
Cllr Wilkes reported that he had spoken to the proposed contractors who confirmed guarantee of product for 20 years and workmanship of 10 years (with two exclusions).
Proposal: £4000 be used from unearmarked reserves and a further £4000 be used from the Chapel earmarked funds on proviso it is put back at the start of April to pay for the remedial work in Calstock Car Park (proposed: Cllr Hoile, seconded Cllr Wilkes)
Resolution: supported (one abstention).

203/17 ANNUAL RETURN
The Clerk reported that the Annual Return has been approved.

204/17 PONTOON AND PARISH QUAY
The Parish Quay has been tidied and cleared, concrete is setting ready for the flip flaps to be installed.

205/17 SSE ENTERPRISE – NEW CONTRACT
The contract for public lighting in Gunnislake is due to be renewed.
Proposal: move to Amenities (proposed: Cllr Hoile, seconded: Cllr Wilkes).
Resolution: to be delegated to Amenities Committee.

206/17 DATES OF FUTURE COMMITTEE MEETINGS
F&GPP: Wednesday 18th October 2017, 6.00pm.

207/17 URGENT INFORMATION
Cllr Hoile announced his retirement from the Parish Council after 15 years’ service. He thanked everyone for their support. His departure brought forward many comments about much he will be missed for his knowledge, humour and support.

There being no further business the meeting closed at 2030.

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

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**Neighbourhood Plan**

**Cemetery Chapel**