

WITHIEL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD ON-LINE BY EMAIL

ON WEDNESDAY, 1ST APRIL 2020 AT 7.15PM

Present	Cllr. Mrs. J. Shearer (Chair)	Mrs. J. Burdon (Parish Clerk)	Cllr. D. Cubitt (Vice-Chairman)
	Cllr. Ms. A. Hoyle	Cllr. E. Harper	Cllr. P. Malone
	Cllr. S. Coy	Cllr. G. Nott-Bower	Cwll. Cllr. C. Batters

Minute	AGENDA ITEMS	Action
64/20	Apologies:- None.	
65/20	Public Forum:- No matters raised at the time of the meeting.	
66/20	<p>Confirmation and Acceptance of New Rules put in place as sent by email on how the Parish Council will be working during the crisis period of the Covid-19 Virus:- It was resolved to put in place as previously sent by email that we hold meetings by email during this period as set out below and proposed and seconded.</p> <p>Resolution to cancel meetings and hold on-line only until further notice (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor Ms. A. Hoyle)</p> <p>Resolution passed that the Parish Council delegates authority to the Clerk in consultation with the Chairman and Vice-Chairman to take any actions necessary with associated expenditure to protect the interests of the community and ensure Parish Council business continuity during the period of the pandemic Coronavirus, informed by consultation with the Members of the Parish Council (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor Ms. A. Hoyle)</p> <p>Resolution passed that the Parish Council permits delegated authority to the Clerk in consultation Working Party as a Sub-Committee of the Parish Council to deal with Planning Applications, given that none have any financial interest in the project, consisting of Members of the Parish Council, allowing comments to be sent to the Parish Clerk, with information being put on the Website (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor Ms. A. Hoyle)</p> <p>Resolution passed that the Parish Council adopts a broad delegation which will allow it to continue to operate outside of meetings until such time as the advice changes. Rather than using physical meetings, the Parish Council should use email and its website as far as possible to replicate debate and the gathering of public opinion (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor Ms. A. Hoyle)</p>	
66720	Monthly Cornwall Councillor Report:- Cornwall Councillor C. Batters emailed advising there was nothing to report, other than to say if anyone has any issues or concerns, they are free to ring him at any time on either of his two numbers, or better still by email. He is of course, working from home, but still able to deal with whatever issues arise, other than personal visits.	

68/20	<p>Members Declaration of Interest on items raised on the Agenda/Requests for Dispensation:- Councillor P. Malone declared a non-registerable interest in respect of PA20/02006 Mr. Paul Dougan.</p>	
69/20	<p>Confirmation of Parish Minutes from the Meeting held on the 4th March 2020:- Resolved the Minutes of the Monthly Meeting held on the 4th March 2020 as circulated were confirmed as a true and accurate record and to be duly signed and ratified by the Chair at a future meeting (Proposed: Councillor Ms. A. Hoyle Seconded: Councillor H. Harper)</p>	
70/20	<p>Matters Arising from the Monthly Minutes of the Meeting held on the 4th March 2020:-</p> <p>Page 1 Min.33/20 Tree on Public Footpath and Fallen Gatepost:- Clerk reported the tree had been removed from the footpath, although it is not known whether the fallen gatepost has been fixed, this is a matter that could be looked at when we are back to normal Action: Keep Pending.</p> <p>Page 2 Min.142/19 Damaged Stile:- Councillor Ms. A. Hoyle had taken photographs of the stile but on reflection it appears adequate.</p> <p>Page 2 Min.28/20 Superfast Broadband Access for parts of Withiel:- Councillor S. Coy reported by email that he heard from BT advising he is part of the programme. However, he knows a former Openreach employee who asked, informally, his contact in BT what was going on. The contact opined that it was a "mistake" that he was left out of the last programme. He remains hopeful, but everybody has more important things to worry about. He will bring the matter up again in the future and for the time being he is happy for the matter to be closed.</p> <p>Page 2 Min.38/20 Planning Query:- Councillor Ms. A. Hoyle reported the application status for The Stables is that it is still awaiting a decision so nothing will be done again.</p> <p>Page 3 Min.39/20 Repairs to Gate:- Clerk reported she had not heard from Cormac regarding the repairs to the gate Action: Keep Pending.</p> <p>Page 3 Min.39/20 Precept Query regarding Capping:- Clerk reported she had followed up with CALC regarding this and as she had thought they had confirm the precept is not capped by Cornwall Council, therefore, the Parish Council can increase it yearly if needed.</p>	<p>Clerk</p> <p>Clerk</p>
71/20	<p>Planning Applications received at the meeting and prior to the meeting; Planning Pre-Applications; Planning Results; Planning Correspondence; Any letters received for or against any Planning Applications:- Clerk reported that proposals for planning applications will be sent with the following statement:- Due to the restrictions placed on the Parish Council as a result of the pandemic Coronavirus, this response represents the opinion of Members of Withiel Parish Council identified through a consultation process and will be ratified at the next appropriate meeting of the Parish Council.</p> <p>Planning Applications:- PA20/00986 – Mr. & Mrs. Jope – Remodelling of roof of existing barn conversion dwelling to form additional living accommodation, The Old Stables, Trevidgeowe Farm, Withiel – Support (Proposed: Councillor D. Cubitt; Seconded: Councillor P. Malone)</p>	<p>Clerk</p>

	<p>PA20/02006 – Mr. Paul Dougan – Change of use of holiday cottage as a permanent residence with no external alterations, Rosemary Cottage, Tregawne, Withiel – Object – Rosemary Cottage is one of four holiday cottages which receive their water supply from a private source on Tregawne Farm, as do all the houses in the Tregawne area. This water source regularly proves inadequate in dry weather, a fact which is of particular concern to the provider, who runs a dairy farm which is heavily reliant on a steady water supply. There is no workable alternative to the private water source at Tregawne. If the variation in the planning conditions is allowed for Rosemary Cottage, the other holiday cottages will certainly seek a similar variation, which would put unacceptable additional pressure on the limited water supply. The holiday cottages are housed in former farm buildings which directly abut a working dairy farm, which involves noise and disturbance from machinery, cattle and workers from before 4am until after dark. The rear walls of the cottages overlook buildings in which cattle are fed, milking and birthing takes place, and from which slurry is regularly removed, with work going on day and night. While this may be acceptable, and even a novel attraction, for holidaymakers it is not suitable for permanent residents and it is feared that if the ten-month residency stipulation is lifted, action may ultimately ensue that will cause serious difficulties for the business at Tregawne Farm (Proposed: Councillor H. Harper; Seconded: Councillor D. Cubitt) (4 for Object and 2 for Support)</p>	Clerk												
72/20	<p>Monthly Accounts for Approval and Any Financial Matters (Including applications for Grants & Donations if received):- It was proposed that the Council approve the accounts for payments as listed below as circulated on schedule (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor D. Cubitt) Motion Carried</p> <table border="1" data-bbox="204 1189 1356 1346"> <tr> <td>Salaries and Expenses</td> <td>£227.54</td> <td>March 2020</td> </tr> <tr> <td>HMRC – Income Tax</td> <td>£52.75</td> <td>March 2020</td> </tr> <tr> <td>Dinah Crellin</td> <td>£552.97</td> <td>Laptop & Installation</td> </tr> <tr> <td>Dinah Crellin</td> <td>£360.00</td> <td>Website Work</td> </tr> </table>	Salaries and Expenses	£227.54	March 2020	HMRC – Income Tax	£52.75	March 2020	Dinah Crellin	£552.97	Laptop & Installation	Dinah Crellin	£360.00	Website Work	Clerk
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73/20	<p>Appointment of Internal Auditor:- It was resolved to appoint Steve Hudson Accounting to carry out the annual internal audit for the sum of £125.00 (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor S. Coy) Action: Clerk</p>	Clerk												
74/20	<p>Clerk’s Contracted Monthly Hours and any relevant Change to Contract of Employment:- It was resolved to pay additional hours as originally agreed for and change the Contract accordingly when possible and revisit set hours for the month in due course (Proposed: Councillor Ms. J. Shearer; Seconded: Councillor H. Harper) (1 abstention) Action: Clerk.</p>	Clerk												
75/20	<p>Withiel Playing Fields Association – Financial Support for the Children’s Play Area and Car Park:- It was resolved not to award any financial support on this occasion (Proposed: Councillor H. Harper; Seconded: Councillor P. Malone) Action: Clerk.</p>	Clerk												
76/20	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. CALC – Enquiry about CCTV Installation 2. CALC – Toilet Tax Survey 3. CALC – Request for Feedback on Local Maintenance Partnership 4. Cornwall Council – Tour of Britain Presentation 5. Cornwall Council Adopts Housing Supplementary Planning Document 													

	<p>6. Cornwall Council – Coronavirus Guidance & Update</p> <p>7. Cornwall Council – Bodmin Community Network Panel Meeting to be held on 8th April 2020 at 6.30pm in Chy Trevail Offices, Bodmin</p> <p>8. CALC – Corona Virus Update</p> <p>9. CALC – NALC Consultation on Dormant Assets</p> <p>10. Cornwall Rural Community Charity – National Survey of Community Halls</p> <p>11. Great Western Railway – Travelling between South West and London</p> <p>12. CALC – Coronavirus Enquiries</p> <p>13. Cornwall Council – Coronavirus (Covid-19) Update</p> <p>14. CALC – Coronavirus FAQs and Additional Information</p> <p>15. National Association of Local Councils – Coronavirus – Information for Parish and Town Councils</p> <p>16. Cornwall Council – Case Law</p> <p>17. Cormac Solutions – Highways and Environment Update</p> <p>18. Great Western Railway – Changes to Services – Response to Covid-19</p> <p>19. Cornwall Council – Coronavirus Guidance and Update</p> <p>20. Great Western Railway – Emergency Measures Agreement with the Department for Transport</p> <p>21. CALC – Coronavirus – Information for Parish and Town Councils from NALC</p> <p>22. NALC – Chief Executive’s Bulletin</p> <p>23. CALC – Coronavirus Briefing for anyone considering visiting the County</p> <p>24. Cornwall Council – Local Councils and Planning Determinations – Covid-19</p> <p>25. Cornwall Council – Coronavirus Guidance and Update</p> <p>26. CALC – Rate Relief</p> <p>27. CALC – Allotments</p> <p>28. CALC – Information on Closure of Play Areas</p> <p>29. Cornwall Council – Town and Parish Council Coronavirus (Covid-19) Update – 26th March 2020</p> <p>30. St. Cleer Parish Council – Volunteer Cornwall Flu Friends</p> <p>31. Great Western Railway – Saturday Natterday – Week One</p> <p>32. The Pensions Regulator – Re-enrolment and re-declaration: Your legal duties as an employer Action: Next Agenda.</p> <p>33. CALC – Update</p>	Clerk
77/20	Any Urgent Matters the Chairman considers relevant for this meeting:- None.	
78/20	<p>Date of next Meeting and Meetings for 2020:- Wednesday the 6th May 2020 at 7.15pm in the Withiel Village Hall or on-line depending on the situation.</p> <p>All other Meetings for 2020 confirmed as Wednesday 3rd June, 1st July, 5th August, 2nd September, 7th October, 4th November, 2nd December 2020.</p> <p>There being no further business to discuss the meeting closed at 8.00pm</p>	

Signature:

Chair

Date: 6th May 2020