



**MINUTES OF THE 864TH MEETING OF BUDOOCK PARISH COUNCIL,
HELD AT BUDOOCK VILLAGE HALL, ON MONDAY 29TH JULY 2013**

PRESENT: Cllrs Bastin (Chairman) (from point mentioned), Mrs Clark, Fairbank, Gibson (until point mentioned), Hart, Hennell, McCabe and Mrs Perham.

IN ATTENDANCE: Ms S Willsher, Clerk; Mr M James, Cornwall Council (until point mentioned)

The Chairman explained the safety procedures.

C.3569 TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received from Cllr Bastin for late arrival.

**C.3570 MEMBERS TO DECLARE ANY DISCLOSABLE PECUNIARY AND
NON REGISTERABLE INTEREST AND ANY GIFTS OR
HOSPITALITY OVER £25**

There were no interests declared.

**C.3571 TO APPROVE REQUESTS FOR DISPENSATIONS FROM
MEMBERS**

There were no requests from members for dispensations.

**C.3572 TO DISCUSS WITH MARK JAMES, COMMUNITY NETWORK
MANAGER, OPEN DAYS, PARISH PLANNING,
NEIGHBOURHOOD DEVELOPMENT PLANS AND ANY OTHER
BUSINESS**

Mr James introduced himself and explained the role of the Community Networks; they were the main contact between Parish Councils, Cornwall Councillors and Cornwall Council.

He explained Neighbourhood Development Plans and the process for completing a plan; he would be this Councils first point of contact if they decided to produce a plan. In response to a question he explained the difference between Neighbourhood Development Plans and Parish Plans. There were about seventy parishes in Cornwall that had started Neighbourhood Development Plans. Parishes were able to complete plans individually or they could form a cluster and create a joint plan. There was a lot of information on Neighbourhood Planning on the Cornwall Council website.

Cllr Fairbank felt that Cornwall Council Planners did not take parish councils views into account when deciding planning applications; he gave some recent examples. Cllr Hennell felt that Falmouth Town Council had more control over development in Budoock than this Council did. Mr James explained that planning was policy led and that planners had to take into account the National Planning Policy

Framework (NPPF), policies set by central government and the emerging Cornwall Local Plan. He also explained the difference between Community Infrastructure Levy (CIL) and S106.

Mr James confirmed that planning permissions that had not been started would be taken off of the figures in the Local Plan.

Members felt that Budock was not recognised as a parish. Falmouth Town Council were talking to developers about land in Budock Parish. Budock was not shown on any of the maps included in the Draft Local Plan. Mr James said that he would seek clarity from officers involved in the Local Plan.

Parish boundaries and whether they could be changed and voters in Budock Parish feeling as if they belonged to Falmouth out voting the rural vote and controlling Budock Parish were discussed.

Cllr Mrs Perham left the room at 8.09pm and re-entered at 8.11pm.

The skill level of Councillors and officers on small rural parish councils, agencies who could help produce a plan, funding and consultation were discussed.

It was agreed that the Chairman would speak to other parishes in the area regarding their views and experiences of Neighbourhood Development Plans and he would report back to the September meeting.

Mr James left the meeting at 8.35pm.

C.3573 TO RECEIVE A REPORT FROM THE POLICE

The Clerk spoke to the report received from the police. Since the last report on the 24th June 2013 there had been no crimes reported in the parish. There were calls in relation to a vehicle broken down on a blind bend; a badger injured in the road; a mistaken call to police; accidental activation of a business alarm; a report of dangerous driving; a three vehicle collision, no injuries.

There was one report of antisocial behaviour after a note was left on a car.

Heating oil thefts could occur at all times of year, there had been a few reports in other rural area of thefts recently.

Police advised that everyone to regularly check the tank and note the level of oil. Any access points to the tank should be secured with a padlock and tanks should be obscured from public view.

Check if buying marine equipment at www.stolenboats.org.uk which was an online database of stolen boats and marine equipment. Only police and insurance companies were able to add to the database so report to Police too.

If anyone had information about illegal activities in the area, please contact your local policing team by calling 101.

C.3574 TO RECEIVE A REPORT FROM THE CORNWALL COUNCIL WARD MEMBER

There was no report.

C.3575 PUBLIC COMMENTS ON ITEMS ON THE AGENDA

There were no comments from the public.

C.3576 TO RECEIVE THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON THE 13TH MAY 2013 FOR ACCURACY ONLY

It was proposed by Cllr Hart and seconded by Cllr Gibson and:

- C.3576.2** **RESOLVED** that the minutes of the Annual Parish Meeting held on the 13th May 2013 are received as an accurate record with the title amended to read '13th May 2013' and item 4, 1st paragraph the full stop before the semicolon is removed

On a vote being taken the matter was approved unanimously.

C.3577 TO RECEIVE AND APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 24TH JUNE 2013 AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Hart and seconded by Cllr McCabe and:

- C.3577.2** **RESOLVED** that the minutes of the Council meeting held on the 24th June 2013 are received and approved with the following amendments to minute C.3548.3 reading 'Tregonhaye' and minute C.3552 reading 'councils' and are signed by the Chairman.

On a vote being taken the matter was approved unanimously.

C.3578 TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA, FOR INFORMATION ONLY

The Council would not be invoiced for the Clerk attending the Health and Safety Course as she was leaving.

C.3579 TO RECEIVE THE EXTERNAL AUDITORS REPORT AND AGREE ANY FUTURE ACTIONS

It was proposed by Cllr Hennell and seconded by Cllr Gibson and:

- C.3579.2** **RESOLVED** that the External Auditors report is received.

On a vote being taken the matter was approved unanimously.

C.3580 TO RECEIVE AND APPROVE THE DRAFT COMPLAINT HANDLING PROCEDURE

It was proposed by Cllr Hennell and seconded by Cllr Mrs Clark and:

C.3580.2 **RESOLVED** that the Complaint Handling Procedure is received and approved.

On a vote being taken the matter was approved unanimously.

C.3581 **TO CONSIDER CREATING A COMPLAINTS COMMITTEE, APPROVE THE DRAFT TERMS OF REFERENCE AND APPOINT MEMBERS AS APPROPRIATE**

It was proposed by Cllr Hennell and seconded by Cllr Mrs Perham and:

C.3581.2 **RESOLVED** that a Complaints Committee is created, the draft term of reference are received and approved and the Chairman, Vice Chairman and Cllr Hart are appointed to the committee.

On a vote being taken the matter was approved unanimously.

C.3582 **TO CONSIDER CREATING A STAFFING COMMITTEE, APPROVE THE DRAFT TERMS OF REFERENCE AND APPOINT MEMBERS AS APPROPRIATE**

It was proposed by Cllr Gibson and seconded by Cllr Hart and:

C.3582.2 **RESOLVED** that a Staffing Committee is created, the draft term of reference are received and approved and the Chairman, Vice Chairman and Cllr Hart are appointed to the committee.

On a vote being taken the matter was approved unanimously.

C.3583 **TO REVIEW THE COUNCILS ASSET REGISTER AND AGREE ANY AMENDMENTS AND ANY FUTURE ACTIONS**

Cllr Bastin entered the meeting at 8.51pm and took the Chair.

It was proposed by Cllr Fairbank and seconded by Cllr Hart and:

C.3583.2 **RESOLVED** that Budock Village Hall and its contents; Treverva Village Green and Treverva Telephone Kiosk are added to the asset register.

On a vote being taken the matter was approved unanimously.

C.3584 **TO RECEIVE CORRESPONDENCE AND AGREE RESPONSES IF APPROPRIATE**

The following correspondence was received:

- NALC Putting Communities First Conference
- Email regarding the street lighting trial in Treverva
- Copy of a letter sent to Cornwall Council from Treverva Village Hall Management Committee regarding speeding issues in Treverva

C.3585 TO NOTE PLANNING DECISIONS RECEIVED FROM CORNWALL COUNCIL

The following planning decisions had been received from Cornwall Council:

- PA13/04004 – Mr and Mrs A Ward, 7 Nangitha Close, Budock Water, Falmouth – Change of use of storage area to living room with consequent changes to elevations and paved areas – APPROVED
- PA13/01214/PREAPP – Mr M Fellows, 1 Trewen Road, Budock Water, Falmouth – Removal of internal wall between kitchen and dining room – Closed – advice given/app submitted
- PA13/05908 – Mr Dan Callaghan, Higher Kergilliack Farm, Hillhead Road, Kergilliack, Falmouth – Screening opinion for development of one wind turbine of up to 77m to tip along with associated infrastructure – Screening Opinion – EIA Not Required
- PA13/02120/PREAPP – Mr P and Mr N Kellow, 5 Rose Eglos Close, Budock Water, Falmouth – Rear garden shed – Closed- advice given/app submitted
- PA13/06685 – Clarity Renewables, Tregonhaye Farm, Hillhead Road, Kergilliack, Falmouth – Request for EIA Screening Opinion for a 500kW turbine – Screening Opinion – EIA Not Required

C.3586 TO NOTE PLANNING ENFORCEMENT COMPLAINTS RECEIVED BY CORNWALL COUNCIL

The following planning enforcement cases had been received by Cornwall Council:

New Cases

- Land Adjacent to Treganoon, Lamanva, Penryn – Alleged construction of a 5ft fence onto a Cornish wall surrounding dwelling

Cases Closed:

- Land Adjacent to Treganoon, Lamanva, Penryn – Alleged construction of a 5ft fence onto a Cornish wall surrounding dwelling – Not Expedient

C.3587 TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY THE DATE OF THE MEETING

The Clerk reported that two applications had been received from Cornwall Council. It was agreed that the applications would be considered at a Planning Committee meeting on Thursday 8th August 2013, 7.30pm in Budock Village Hall.

C.3588 REPORTS FROM COMMITTEES AND REPRESENTATIVES

i. Footpaths and Rights of Way

Cllr Fairbank reported that he had had a request for the map outside Harlyn, Trewen Road to be reinstated. Cllr Bastin said that he had a copy of the map and would put it up.

Cllr Gibson reported that the footpath between the two cemeteries had been badly resurfaced; there were large stones coming through the top dressing which were a trip hazard. It was agreed that the Clerk would write to the PCC highlighting this Council's concerns and asking that they repair the path.

Cllr Bastin said that he had not heard any more about footpath 27 that needs to be resurfaced before the winter; he would chase Penny Hodgson.

ii. Budock Village Hall

The caretaker has retired and was not currently being replaced. The committee were trialling a cleaning company who were cleaning the hall once a week. Cllr Bastin said that the gardening show was good.

iii. Treverva Village Hall

Cllr Hennell reported that the Hall had reasonable finance. The exterior had been painted and the windows repaired by volunteers.

iv. Playing Field

Cllr McCabe reported that the Bring and Buy Coffee Morning had raised about £150. The next meeting was on the 6th August 2013. The Treasurer had resigned and the committee were looking to appoint a replacement.

v. Over 60's Club

Cllr Mrs Clark reported that the club was fine. They had a good meeting in July with an afternoon of singing with the Kelsey Singers.

C.3589 TO RECEIVE A STATEMENT OF PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR APRIL 2013

It was proposed by Cllr Hart and seconded by Cllr Mrs Clark and:

C.3589.2 RESOLVED that the statement of payments, receipts and bank reconciliations for April 2013 are received.

On a vote being taken the matter was approved unanimously.

C.3590 TO RECEIVE A STATEMENT OF PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR MAY 2013

It was proposed by Cllr Hennell and seconded by Cllr Hart and:

C.3590.2 **RESOLVED** that statement of payments, receipts and bank reconciliations for May 2013 are received.

On a vote being taken the matter was approved unanimously.

C.3591 **TO RECEIVE A STATEMENT OF PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR JUNE 2013**

It was proposed by Cllr Hennell and seconded by Cllr Mrs Perham and:

C.3591.2 **RESOLVED** that the statement of payments, receipts and bank reconciliations for June 2013 are received.

On a vote being taken the matter was approved unanimously.

C.3592 **TO APPROVE THE PAYMENT OF ACCOUNTS FOR THE MONTH OF JULY 2013**

It was proposed by Cllr Hart and seconded by Cllr McCabe and:

C.3592.2 **RESOLVED** that accounts totalling £3,864.33 are approved for payment in July 2013.

On a vote being taken the matter was approved unanimously.

C.3593 **DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Monday 30th September 2013, 7.30pm in Budock Village Hall.

C.3594 **COMMENTS FROM THE PUBLIC**

There were no comments from the public.

C.3595 **TO CO OPT MEMBERS ONTO THE COUNCIL**

It was agreed to defer this item until the September meeting.

C.3596 **TO RECEIVE THE CLERK'S LETTER OF RESIGNATION**

It was proposed by Cllr Bastin and seconded by Cllr Fairbank and:

C.3596.2 **RESOLVED** that Clerk's letter of resignation is received.

On a vote being taken the matter was approved unanimously.

C.3597 **TO CONSIDER THE ARRANGEMENTS FOR THE FUTURE ADMINISTRATION OF THE COUNCIL, AGREE FUTURE ACTIONS AND ASSOCIATED EXPENDITURE**

Cllr Gibson left the meeting at 9.41pm.

It was proposed by Cllr McCabe and seconded by Cllr Hart and:

C.3597.2 **RESOLVED** that an advert is put in The Falmouth Packet asking for expressions of interest by the 14th August 2013 with responses to be emailed to the Chairman; a notice will be put on the notice boards advertising the vacancy; the

Staffing Committee would meet to draw up the Job Description, Person Specification, Application Form and any other appropriate documents.

On a vote being taken the matter was approved unanimously.

There being no further business the meeting closed at 9.44pm

Signed:30th September 2013
Chairman