



**MINUTES OF THE 803rd MEETING OF BUDOOCK PARISH COUNCIL,
HELD AT BUDOOCK VILLAGE HALL, ON MONDAY 26th November 2007**

PRESENT : Cllrs Bastin (Chairman), Fairbank, Gibson, Miss Pengelly, Tim McCabe, Trevor McCabe and Tape.

There were no comments from the public on matters on the agenda.

C2654 TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Fryer & D Cllr Mrs Fryer, PC Cormack & PCSO Huddleston.

C2655 DECLARATIONS OF INTEREST

a) In Items on the Agenda

There were no declarations of interest in items on the agenda..

b) Of gifts of a value of more than £25

There were no declarations of gifts of a value of more than £25.

C2656 TO CONFIRM MINUTES OF THE LAST MEETING

a) Meeting of Budoock Parish Council, 29th October 2007

It was proposed by Cllr Trevor McCabe, seconded by Cllr Fairbank and

RESOLVED that the Minutes of the Council Meeting held on 29th October 2007 be approved as a true record and duly signed.

C2657 TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA

a) Transfer of the Council's banking from Barclays to Lloyds TSB

The Clerk stated that the Barclays accounts had now been closed, with balances transferred to the Lloyds TSB accounts.

b) Proposed Bus Shelter in Budoock Water

The Clerk reported that he had obtained details of the proposed shelter, which would be 3-bay, with seats, and with polycarbonate windows, and a choice of colour of the metalwork. He suggested that the shelter be in the same colour as others erected in Cornwall, and stressed that the Parish Council would be responsible for its future maintenance.

C2658 AGENDA ITEMS

a) To consider the council's response to Cornwall CC's Survey of Parish & Town Councils with respect to Unitary Government

The Clerk had circulated an extract from the document prior to the meeting, and stated that some parts of the response needed to be sent back to Cornwall CC in advance of the next meeting.

The council's responses were agreed and the Clerk was asked to prepare a draft response document, to be proof-read by the Chairman and Vice-Chairman prior to returning it to the County Council.

b) To consider the council's response to Cornwall CC's Consultation on Crime, Drugs & Disorder

It was agreed that the most important issue affecting the parish was anti-social behaviour, and that more visible policing was likely to be the best method of discouraging this.

The Clerk was instructed to send the response to Cornwall CC.

c) To consider recommendations from the Policy & Finance Group Meeting of 8th Oct 2007

(i) Draft procedures - Ground Rules for Portfolio Holders, Publication Scheme, Complaint Handling Procedure and Risk Assessment

The Clerk had circulated copies of these prior to the meeting. Following discussion, it was proposed by Cllr Trevor McCabe, seconded by Cllr Tape and

RESOLVED that the Ground Rules for Portfolio Holders, Publication Scheme, Complaint Handling Procedure and Risk Assessment procedures be adopted by the council with immediate effect.

(ii) To delegate emergency expenditure powers to the Clerk

Cllr Fairbank stated that, at present, any expenditure had to be approved at a council meeting. There might be occasions when emergency repairs were required. It had been recommended that the Clerk be granted some delegated expenditure power.

It was proposed by Cllr Trevor McCabe, seconded by Cllr Tim McCabe and

RESOLVED that the emergency expenditure powers be delegated to the Clerk, up to a maximum of £300, and with the prior agreement of the Chairman or Vice-Chairman, with immediate effect.

(iii) Maintenance of the Pump Garden and Planters

Cllr Fairbank stated that, although a budget had been allocated for this, no-one had carried out this maintenance in 2007.

It was proposed by Cllr Trevor McCabe, seconded by Cllr Tim McCabe and

RESOLVED that Mrs Jan Gibson be asked if she would maintain the Pump Garden and planters in future.

(iv) Maintenance of the footpath from Trevoney to the Village Hall, and surrounding land

Cllr Fairbank stated that this had not been specifically budgeted for in 2007/08, as it had not been clear that the Parish Council owned the footpath when the budget was drawn up.

Following discussion, it was proposed by Cllr Fairbank, seconded by Cllr Tim McCabe and

RESOLVED that £2,000 of the balance carried forward from 2006/07 be set aside for the possible construction work on the gabions and stream work, to ensure the trees were not undercut any more.

(v) Invitation to local village organisations to apply for grant funding

The Clerk stated that Parish & Town Councils had the power to award grants under various pieces of specific legislation. Section 137 of the LGA (1972) provided a power to award grants to local organisations for the benefit of the community, without specific legislation.

Expenditure under S137 had a ceiling, currently £5.64 per elector for 2007/08, so it was possible to precept up to approximately £6,000 per annum for S137 expenditure each year.

It was proposed by Cllr Tim McCabe, seconded by Cllr Trevor McCabe and

RESOLVED that local organisations be invited to apply for S137 grant funding for 2008/09.

(vi) Maintenance of Village Halls

The Clerk stated that there was specific legislation, under Section 133 of the Local Government Act (1972), which allowed Parish & Town Councils to maintain public buildings.

It had been recommended that £1,000 per annum be budgeted for the maintenance of each of Budock and Treverva Village Halls, from 2008/09.

It was proposed by Cllr Trevor McCabe, seconded by Cllr Tim McCabe and

RESOLVED that a budget of £1,000 be allocated for the maintenance of each of Budock and Treverva Village Halls from 2008/09.

(vii) Quarterly Newsletters

Cllr Fairbank stated that, should Budock consider applying for Quality Status, then it would have to produce at least four newsletters each year. It had been recommended that the Annual Report be circulated to all households in April/May each year, with three other quarterly newsletters published on the website and notice boards, and available from Budock Water Post Office.

Following discussion, it was proposed by Cllr Trevor McCabe, seconded by Cllr Tim McCabe and

RESOLVED that quarterly newsletters be produced from April/May 2008.

d) To consider recommendations from the Policy & Finance Group Meeting of 12th Oct 2007 in respect of Standing Orders and Financial Regulations

The Clerk had circulated draft copies of these prior to the meeting. It was proposed by Cllr Trevor McCabe, seconded by Cllr Miss Pengelly and

RESOLVED that the Standing Orders and Financial Regulations be adopted by the council with immediate effect.

e) To consider the level of Carried Forward Balances included in the 2008/09 Budget

The Clerk stated that balances had been in excess of £10,000 at the start of 2007/08, although this was because budget amounts had not been spent in the previous year. Councillors discussed what level might be appropriate.

It was proposed by Cllr Gibson, seconded by Cllr Tim McCabe and

RESOLVED that, rather than setting guidelines for Carried Forward Balances, the council should attempt to reflect the current level of inflation in determining the level of this year's Parish Precept.

f) To consider proposed dates for Council Meetings in 2008

The Clerk had circulated proposed dates prior to the meeting. There followed a discussion of the merits of not having meetings in August and December.

It was proposed by Cllr Fairbank, seconded by Cllr Miss Pengelly and

RESOLVED that the proposed dates be accepted, with the exception of the fact that there would be no full council meetings in the months of August and December from 2008.

g) Status Report on proposed Speed Visor for Budock Water

Cllr Hatton stated that the visor was now "back on track", in that it had been signed off as a Local Member Scheme.

h) To consider the quotation for maintenance of the old black and white Fingerposts

The Clerk stated that he had received a quotation of £150 for labour plus £50 for materials, plus welding, which was estimated at £75 for the one fingerpost requiring this. It was pointed out that there was an additional fingerpost which also required welding.

It was proposed by Cllr Trevor McCabe, seconded by Cllr Miss Pengelly and

RESOLVED that the contractor be instructed to proceed.

i) Arrangements for a public meeting concerning the proposed Parish Plan, 8th December 2007

The Clerk stated that, although aligning this with the switching on of the Christmas Lights was a good idea, he was still waiting for updated contact names for local organisations. He might have these in time to organise the invitations, but time was tight.

C2659 CORRESPONDENCE

The Clerk reported on correspondence received, a schedule of which is attached to the minutes as a record. One item concerned a written complaint from a member of the public, about a member of the council.

The council's Complaints Procedure stated that any such complaint should be discussed at the next council meeting after it was received. Although the Public Bodies (Admission to Meetings) Act 1960 stated that meetings of local councils should be open to the public and press, the act did make provision for their exclusion by resolution, when confidential business was being discussed.

Following discussion, it was proposed by Cllr Bastin, seconded by Cllr Trevor McCabe and

RESOLVED that discussion of this matter should be postponed to the end of the meeting, at which point the public and press should be excluded.

C2660 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

a) County Council

C Cllr Hatton reported that the **transition to unitary government** was progressing, with the decision whether elections would be in 2008 or 2009 imminent. A joint implementation team of councillors for the county and the districts had been set up, along with a specialist officers group. County-wide strategies were due to commence in the near future.

b) District Council

In the absence of D Cllrs Mrs Fryer and Mrs Ferris, C Cllr Hatton also reported on **public speaking at Planning Committee Meetings**, for which a procedure had now been introduced.

C2661 PLANNING APPLICATIONS

a) To Note Planning Decisions received from the Planning Authority

The Clerk reported on decisions received, a schedule of which is attached to the minutes as a record.

b) To Note Planning Enforcement Complaints received by the Planning Authority

The Clerk reported on enforcement complaints received, a schedule of which is attached to the minutes as a record.

c) To Consider Planning Applications Received From the District Authority

(i) PA07/01774F – Mr S Williams, West Country Fruit Sales, Higher Argal, Falmouth – erection of extension to existing warehouse & formation of new car and lorry park

There were three members of the public present, and asked if they would like to address the council with their concerns about this application. They had already written to the Planning Authority, and the Clerk had a copy of this letter. Standing Orders were suspended to allow this to happen, after which they were reinstated.

OBSERVATIONS : *Following discussion, the Clerk was requested to arrange a site visit for mid morning on Saturday, 1st December 2007, which would be followed by a Planning Committee Meeting, at which the council's observations would be agreed.*

(ii) PA07/01797/F – Tregarian Developments, Merrymeet Farm, Budock Water – Erection of dwelling and integral domestic garage

An outline planning application had previously been approved. The Parish Council's observations at that time had concerned the need for a passing place approaching the property, and the need to ensure that mature trees were protected.

OBSERVATIONS : NO OBJECTIONS, with the same observations as previously sent to the Planning Authority.

(iii) PA07/01843/O – Mr J Blatter, Rose Eglos Cottage, Budock Water – Demolition of existing ambulance hall and erection of dwelling (revised)

Councillors noted that the change incorporated the area currently occupied by the garage to Rose Eglos Cottage, and the driveway from the road, which would no longer be shared with Rose Eglos Cottage. While this addressed the access problems of the previous application, the council still considered the amenity space to be limited, given the need to allow room for vehicles to park and turn around.

OBSERVATIONS : The council still COULD NOT SUPPORT THIS APPLICATION.

(iv) PA07/01898/F – Mr P Lochrie, The Cottage, Menehay Farm, Falmouth – Erection of two-storey extension to dwelling (amended design)

OBSERVATIONS : NO OBJECTIONS.

C2662 REPORTS FROM COMMITTEES AND REPRESENTATIVES

a) Police Report

In the absence of PC Cormack and PCSO Huddleston, the Clerk reported that there had been just one crime reported during the month to 26th November 2007, which was a domestic incident, in comparison with 9 crimes reported in the same period in 2006.

C2663 RIGHTS OF WAY MATTERS

It was noted that Trelil bridleway still needed to be progressed.

C2664 FINANCE AND PAYMENT OF ACCOUNTS

It was proposed by Cllr Tape, seconded by Cllr Tim McCabe and

RESOLVED that accounts totalling **£540.19** be approved for payment and duly signed. A schedule of these is attached to the minutes as a record.

C2665 DATE AND TIME OF NEXT MEETING

The next meeting of Budock Parish Council will be held on Monday, 17th December 2007, commencing at 7.30pm, in Budock Village Hall.

COMMENTS FROM THE PUBLIC

There were no other comments from members of the public.

The Council had already agreed that under the 1960 Public Admissions to Meetings Act, this item be left to the end of the meeting, and that the public and press be excluded, as the discussion involved a matter of a confidential nature.

C2666 TO CONSIDER A WRITTEN COMPLAINT FROM A MEMBER OF THE PUBLIC, CONCERNING A MEMBER OF THE COUNCIL

The Clerk read the letter to councillors, and the complainant was offered the opportunity to explain the detail of the complaint, in the absence of the member. The complainant left the meeting, and the member was given the opportunity to offer an explanation of the situation, following which the council determined its response, which the Clerk was asked to convey, in writing, to the complainant.

Signed : 17th December 2007

Chairman