

TREVERBYN PARISH COUNCIL

ORDINARY FULL COUNCIL MEETING

held on July 30th 2024 at Parish Offices, Rockhill Business Park.

Present: Councillors – Cllr Mrs. A Roberts (Chairman), Cllr Mrs. A Double, Cllr P Highland, Cllr B Hollis, Cllr G Hooper, Cllr Mrs. J Killacky, Cllr M Luke, Cllr Mrs. M Rance-Matthews, Cllr K Pollard, Cllr M Shand, Cllr G Tregidga, Clerk D Stevens and Deputy Clerk D Hawken.

Apologies: There were apologies received from: Cllr L Allen, Cllr K Stephens and Cornwall Councillor P Guest.

Declarations of Interest: None.

Members of the public present: There were no members of the public in attendance.

Min 70/24 Public Participation

No members of the public were present.

Min 71/24 Minutes of the Full Council meeting held on June 25th 2024

The minutes of the Full Council meeting held on June 25th 2024 had been circulated and were approved. Proposed by Cllr Mrs. M Rance-Matthews, Seconded by Cllr Mrs. J Killacky. All in favour.

Min 72/24 Matters arising from the minutes

There were a few matters arising that would not be included in agenda items.

- Min 62/24 – The large tree stump obstruction on Parish Footpath 424/12/1 has now been removed.
- Min 62/24 – The public consultation meeting with residents of Penwithick is to be held on Tuesday 20th August at 5:30pm at the Community Hall. It was agreed that the meeting be advertised accordingly.

- Min 62/24 – The Office are awaiting communication from Rachael Tatlow of Highways to convene a meeting regarding several matters, including potential new signage at Red Lane and a site meeting appertaining to a potential new car park for users of the Sustrans Trail at Carthew.
- Min 62/24 – The Office have received numerous complaints regarding the damaged wall at Bugle Car Park. Furthermore, broken cement was intruding on the pavement, preventing disabled users with mobility vehicles from using the designated footway. Councillors were informed that work to rebuild the wall would be starting tomorrow – Wednesday 31st July.
- Min 62/24 – Councillors were notified that issues regarding overgrown foliage and trees at Ruddlemoor Green have been reported. Furthermore, the broken traffic bollard outside of ‘Chinook’, Ruddlemoor has now been actioned and replaced by Highways.
- Min 62/24 – Council were informed that correspondence with the Devolution team at Cornwall Council was ongoing, albeit on the slow side. It was stated that the request for a meeting in September would be made a priority.
- Min 63/24 – The Internal audit has now been completed and submitted to the external auditors.

Min 73/24 Cornwall Councillor Reports

Cornwall Councillor M Luke provided a verbal update to Councillors. He did though, inform members that he thought he had submitted a written report via email in advance of the meeting, however, it was not received. Cllr M Luke went on to report that it had been another quiet period. He has though, attended two licensing meetings of late as well as work with Roger Gates and Imerys regarding his footpath signage project. He has undertaken Planning training and attended a Full Council meeting at Cornwall Council. The diarised Countryside Access Meeting was cancelled. Cllr M Luke added that he attended the Penwithick Club Charity Day that raised approximately £2,500 for various charities. To conclude, he added that he has been working on ongoing casework.

Cornwall Councillor P Guest had not submitted a written report prior to the meeting and coupled with his absence, was unable to provide a verbal statement.

Before the agenda item concluded, it was agreed to invite the new Member of Parliament for the constituency of St Austell and Newquay, Mr Noah Law to a forthcoming Parish Council meeting.

Min 74/24 Matters of interest within the Parish

- Cllr G Tregidga reported that the parking of vehicles on Roche Road is proving very troublesome at present. It was agreed to contact Highways regarding this matter.
Action: Office to contact Highways
- Cllr K Pollard informed Council that the parking of vehicles on New Street, near to the main junction was causing a real danger, in particular if emergency services were ever required to access this road. **Action: It was agreed to report the matter to PCSO Steve Tibbles and Highways.**
- Cllr B Hollis informed Councillors that there is a developing parking issue on Stannary Road, near to the junction of Caudledown Lane. Vehicles are now parking on double yellow lines. **Action: Report to Highways**
- Cllr P Highland asked if there was any update regarding the two seemingly abandoned vehicles at Lower Molinnis. Council were informed that progress had been taken in recent days and that all the appropriate channels were being explored to get the two aforementioned cars removed as a matter of priority.
Action: Matter ongoing
- Cllr Mrs. A Double informed members that a hedge on the corner of Carclaze Road had become severely overgrown and that as a result, it could now be deemed a traffic hazard. **Action: It was agreed that Cllr Mrs. A Double and Cllr M Luke make the appropriate request to Highways to address the matter.**
- Cllr G Hooper informed Council that the footpath opposite the entrance of Caudledown Lane had various restrictions in place, notably a chained gate, which was preventing mobility vehicles from using a public right of way. After much discussion, it was identified that this would be the responsibility of Imerys. **Action: To contact Jeremy Elvins**

- Cllr M Shand asked various questions appertaining to Griffiths regarding the new link road. It was agreed that these questions be taken to the forthcoming meeting with staff diarised for Tuesday 27th August.
- The Deputy Clerk relayed to Council, the findings from a site visit at Carthew with Imerys appertaining to a potential car park opposite the old Post Office for users of the Clay Trail. Next steps would be to contact Highways to seek guidance on finding a way forward.
- The Deputy Clerk informed Councillors that following numerous complaints regarding overgrown ferns and foliage just north of Bojea Bridge on the Sustrans Trail, notification has now been forthcoming to confirm that a tractor flail will soon be operating in the area to remedy the matter.
- The Deputy Clerk relayed to members, information from a resident in Trethowel who has submitted a complaint to Cornwall Council Planning Department regarding a restriction in visibility when existing his property from a nearby property. The matter is potentially in breach of a planning condition.
- The Deputy Clerk informed Council that the ongoing matter of Parish Footpath 4 being closed off is now being led from the Office. All correspondence that the Deputy Clerk had (prior to employment with the Parish Council) with the Countryside team of Cornwall Council has now been forwarded on and a request submitted for a Teams meeting with the relevant persons to ascertain the exact status of this footpath and to be informed as to why it is still closed to the public.
- The Clerk read to Council, information relating to the proposed pedestrian improvements at Phernyssick Road. Comments by the public have been requested during the consultation period.
- The Clerk read correspondence and provided an update on Molinnis Park, Bugle. The Clerk has recently met representatives of the WEBF on site. Issues surrounding the roof of the grandstand were discussed and a quote is now being obtained for its removal.
- The Clerk informed Councillors of an ongoing issue on Fore Street, Bugle regarding the incorrect siting of bin bags. Following communication with Harbour Housing, the issue has been investigated and signage has now been displayed in the relevant properties.

- A resident of Stannary Road has contacted the office regarding their concerns surrounding the removal of existing barriers on the proposed footway provision on the A391. The resident has directly contacted the engineer at Cormac Solutions Ltd with the resident receiving a prompt reply.
- The office has learnt that the proposed auction of the old Carclaze School site has now been postponed to the month of November.
- It was reported that the dog waste bin sited at the Lower Molinnis crossing has now been refixed and is now intact once more.
- The Clerk informed Council that the cutting back of trees at the Treverbryn Churchyard had now commenced following an inspection that raised safety concerns.
- A resident of Stannary Road visited the office regarding damage to his property following work undertaken by Griffiths. The matter will be discussed directly with Griffiths at the next Social Value Request Meeting.
- The next and final course of treatment for Japanese knotweed on land at Hallaze, is scheduled for Friday 2nd August.
- Neighbourhood Plan. It was relayed to Council that the recent request for mapping from Cornwall Council was insufficient for the needs of distinguishing the desired settlement areas. It was agreed to now look at Ordnance Survey maps to seek the exact specification of what is duly required.
- Information regarding a summary of renewable energy provision within the CAP area was relayed to council following its publication at the recent CAP meeting.

Min 75/24 Finance

Councillors were presented with a list of Income & Expenditure Accounts for the period July 30th 2024. A detailed breakdown of transactions was provided by the Clerk and it was agreed that the accounts be approved. Proposed: Cllr L Allen, Seconded: Cllr Mrs. A Double. All in favour.

External Audit

The Clerk asked Councillors if any member had a conflict of interest with BDO Ltd, the External Auditor. It was recorded that none were forthcoming.

Mr D Hawken – Pension

Further to discussions and agreed recommendations at the recent Staffing / Finance and General Purposes meeting held on the 16th July, it was subsequently **RESOLVED** by Full Council to formally proceed with a pension for its Deputy Clerk – Mr D Hawken.

The following resolution was passed: ‘That the Deputy Clerk of Treverbyn Parish Council – Mr Darren R. Hawken shall be a member of the Local government Pension Scheme if, in any particular case, the individual makes a written request to the Council and the Council agrees to that request.’

Proposed: Cllr M Shand, Seconded: Cllr Mrs. A Double. All in Favour.

Noticeboards

Councillors were provided with a design prototype regarding the design of the new noticeboards. In addition, Council were informed of the current status regarding sponsorship and subsequent costings per unit. It was **RESOLVED** to adopt recommendations put forward by the Finance and General Purposes Committee and proceed with the order of ten (10) new noticeboards to be supplied by Cornwall Signs.

Proposed: Cllr M Luke, Seconded: Cllr M Shand. All in Favour.

Online Banking

Councillors were provided with a detailed update on matters appertaining to the transition to online banking. There have been several obstacles and issues along the way to seek a clear way forward. Further telephone calls and emails were still required to NatWest to seek a resolution. Failing this, further discussions would be required with alternative banking providers to find the right product service deemed fit for purpose. It was agreed that a complaint be submitted to NatWest Bank. Cllr Mrs. A Double informed Council that she was in the possession of contact details for the Chief Executive that she would duly send on to the Clerk’s Office. **Action: Office to write to NatWest.**

Dog Waste Bins

Following a recommendation put forward by the Finance and General Purposes Committee to purchase new Dog Waste bins, it was agreed by Council to proceed. Councillors were presented with various Dog Waste Bin designs. Two were then selected, that being 3 large bins and 4 medium size bins.

Proposed: Cllr M Luke, Seconded: Cllr M Shand. All in Favour. **Action: Office to purchase 7 Dog Waste Bins.**

Min 76/24 Correspondence

The Clerk informed Councillors of the following correspondence:

- Councillors were made aware that a new draft Gambling Policy at Cornwall Council is to be reviewed and a period of consultation would soon commence.
- Correspondence has been forthcoming from Doug Boden, Major Projects Senior Officer at Cornwall Council for Connectivity and Transport. A request has been made to attend a forthcoming Parish Council meeting to provide an update on the Mid Cornwall Metro project and Active Travel measures in Bugle. **Office to diarise a suitable time for Mr Boden to attend a meeting.**
- Correspondence has been received regarding the latest contact details of Affordable Housing Team leads in the six regions within Cornwall. The team lead for the St Austell area is Dean Mutton.

Min 77/24 Staffing / Finance and General Purposes Meeting Minutes

Minutes of the recent Staffing / Finance and General Purposes meeting held on the 16th July were circulated in advance of the Full Council meeting for perusal. It was **RESOLVED** to adopt the minutes as a true and accurate record and thus, accept the recommendations put forward by the committee for implementation. Proposed: Cllr Mrs. A Double, Seconded: Cllr M Luke. All in Favour.

The next diarised Staffing / Finance and General Purposes Meeting is to be held on Tuesday 17th September at 6:30pm.

Min 78/24 Standing Orders / Financial Regulations

It was **RESOLVED** to adopt both the revised Standing Orders and Financial Regulations that have been in the public domain for a period of one month following the agreement on its content and text at Full Council on the 25th June 2024.

Proposed: Cllr M Shand, Seconded: Cllr M Luke. All in Favour.

Min 79/24 Policies

It was **RESOLVED** to formally adopt the following new policies:

- Broadcasting and Social Media Policy
- Vexatious Complainant Policy

Proposed: Cllr M Shand, Seconded: Cllr M Luke. All in Favour.

Min 80/24 Footpath / Rights of Way Committee Meeting

Council were provided with a verbal update of the Footpaths / Rights of Way Committee Meeting that was held on the 16th July. The Office had put together an up-to-date list of all gold and silver footpaths in the Parish, coupled with a location description of each. Council were informed that as many footpaths as possible would be walked over by the Committee over the coming months with feedback provided to the Office on any issues or matters that might occur.

Min 81/24 Emergency Items

Cllr M Shand informed Council that the anti-virus software subscription will expire in a matter of days. It was **RESOLVED** to renew for a period of 12 months. Proposed: Cllr Mrs. A Roberts, Seconded: Cllr G Hooper. All in Favour.

Min 82/24 Confidential Items

There were no confidential items raised.

There being no further business, the Chairman thanked Councillors for their attendance.

Meeting declared closed at 9:25pm.

..... (Chairman)

..... (Date)