

**MINUTES OF THE MEETING OF GWENNAP PARISH COUNCIL**  
HELD BY TELEPHONE CONFERENCE ON  
19<sup>th</sup> MARCH 2020 at 7.00pm



Present: Cllr Patton (Chair), Cllrs Hallett, Cllr Lanyon, Cllr Forrest, Cllr Hitchens  
Also present: Clerk

**19/213 CHAIR'S WELCOME** The Chair welcomed everyone to the telephone conference, the meeting being held by telephone conference because of the Coronavirus rules on social distancing.

**19/214 APOLOGIES** Apologies were received and accepted from Cllr Pascoe

**19/215 DECLARATION OF INTERESTS** Cllr Forrest declared an interest in PA20/01466, and Cllr Lanyon declared an interest in PA20/01644, both concerning applications near to their homes.

**19/216 MINUTES OF PREVIOUS MEETING**

The Minutes of the February's meeting of the Parish Council were approved as an accurate record. The Chair gave her consent for her electronic signature to be inserted, and for the Minutes to be published.

**19/217 PLANNING**

**a) To receive and comment on planning applications:**

PA20/01012 Proposed extension, alterations to dwelling, associated works, Coombe Hill House, Coombe Hill, Bissoe  
**RESOLUTION:** *Cllr Forrest proposed that the application be supported. This was seconded by Cllr Hitchens and carried by the Council, with abstention from Cllr Lanyon who had not reviewed the planning documents*

PA20/01466 Outline application with some matters reserved for proposed development of a single dwelling with approval sought for matters of access, layout and scale, Bissow Cottage, Bissoe Hill  
**RESOLUTION:** *Cllr Patton proposed that the application be supported. This was seconded by Cllr Hallett and carried by the Council, with abstention from Cllr Lanyon who had not reviewed the planning documents, and Cllr Forrest who declared an interest in the application.*

PA20/01280 Proposal for the erection of domestic garage at Elmsford, Cusgarne  
**RESOLUTION:** *Cllr Patton proposed that the application be supported. This was seconded by Cllr Forrest and carried by the Council, with abstention from Cllr Lanyon who had not reviewed the planning documents*

PA20/01644 New dormer window on rear elevation of the garage at The Meadows, Chapel Lane, Crofthandy  
**RESOLUTION:** *Cllr Forrest proposed that the application be supported. This was seconded by Cllr Hitchens and carried by the Council, with abstention from Cllr Lanyon who declared an interest in the application.*

PA20/00969 Listed Building consent for formation of new opening in kitchen wall, removal of modern kitchen wall and reinstatement of original opening to rear hall at Mill House, Trehaddle  
**RESOLUTION:** *Cllr Hallett proposed that the application be supported. This was seconded by Cllr Patton and carried unanimously by the Council*

PA20/01381 Demolition of part of dwelling and erection of dwelling with detached garage in lieu of approved permission PA19/03597 and erection of detached garage with ancillary accommodation over serving the other dwelling at The Homestead, Lower Goongumpas Lane, Goongumpas  
**RESOLUTION:** *Cllr Lanyon proposed that the Parish Council object to the application on the grounds of scale and design. The proposed new dwelling is out of scale with the surrounding dwellings, in particular with the existing dwelling, and the detached garage is too removed from the host dwelling. The Parish Council are also of the opinion that the design is not in keeping with surrounding dwellings. The Parish Council is supportive, in principle, of development of the site, but ask that the applicant reconsider the scale and design, to make the development more sympathetic with neighbouring houses, and in its rural setting within a World Heritage Site, it must be in line with the Gwennap Parish Design Guide that forms part of the recently adopted Gwennap Parish Neighbourhood Development Plan. This was seconded by Cllr Forrest and carried unanimously by the Council.*

**b) For info only (i.e. not for consultee consultation)**

PA20/00451/PREAPP Pre-application advice for the erection of a dwelling with integral garage at Highmeadow, Sunny Corner, Cusgarne. *Noted.*

**c) To receive and comment on planning applications received too late to be included on agenda**

PA20/02449 Non material amendment in relation to Decision Notice PA17/06686 at the Firs, Trehaddle, Cusgarne. *Cllrs are asked to view the planning documents and to let the Clerk have their thoughts on the application by 27<sup>th</sup> March in order that the Clerk can submit a consultee response.*

**d) To note planning decisions**

PA20/00024/PREAPP Pre-application advice for replacement of redundant farm buildings with a new dwelling at Britannia Farm, Sunny Corner *The site has potential to deliver one dwelling due to the fall-back position of a class Q conversion. However, any scheme would need to clearly demonstrate that a visual enhancement would result over and above the class Q scheme.*

PA20/00882 Application for works to trees within a conservation area at Trevarth Manor, Gwennap. *No TPO to be made.*

PA19/05119 Penventon Quarry, Treviskey, TR16 6BW Conversion and extension to existing building and construction of garage and stable building *APPROVED.*

**e) Update on ongoing planning enforcements (to be discussed in closed session in line with Cornwall Council's protocol for Enforcement cases and in accordance with Standing Order 48)** None

**f) To note planning appeals or inquiries** - None

**g) To report any planning problems or possible breaches** - None

**19/218 DEVOLUTION OF PAYNTERS POOL & BOSTOLS FIELD TO THE PARISH COUNCIL**

218.1 Cllr Patton updated the Council on the status of the devolution case. At their February meeting, Cornwall Council's Devolution Board approved that Gwennap Parish Council be granted the sum of £25,000 following the Parish Council's written request for funding. This would be paid as a grant at the time of the devolution of the two sites (Bostols Field and Paynters Pool) going across to the Parish Council on a leasehold basis, following completion of the legal work.

218.2 Councillors discussed the benefits of taking on the sites freehold or leasehold, and also of the site investigation work required, including, but not exclusively, contamination surveys and assessment of the sites' suitability for tree planning. Cllr Lanyon advised that the pond liner required for Paynters Pool will be costly, and Cllrs agreed that extensive treatment of Japanese Knotweed will be required. Cllr Lanyon asked whether Cornwall Council could be requested to carry out remediation work prior to the sites be transferred to the Parish Council. Cllr Patton advised that this is not an option.

218.3 *RESOLUTION: Cllr Patton proposed the Parish Council proceed with acquisition of Paynters Pool at Crofthandy and Bostols Field at United Downs on a 20 year lease, with an option to extend written into a clause. Cllr Forrest seconded the proposal which was carried unanimously by the Council, dependent on 218.4 below.*

218.4 *RESOLUTION: The Council further unanimously resolved to postpone the acquisition of both sites if the funding has a time limit attached to it, since both are ambitious projects to achieve, with the level of reports and remediation works required, at such present uncertain times. Cllr Patton to clarify the funding terms with Charlotte Caldwell and to advise her of the Parish Council's resolutions.*

**19/219 WHEAL MAID**

219.1 Cllr Lanyon to forward the monthly Wheal Maid Inspection Report to the Clerk. Clerk to replace damaged 'No Motorcycles' signs.

219.2 Cllr Patton updated Councillors on the results of the Interim Report of the Tailings Dams, some matters require actioning, such as some surface erosion and edge protection. Mike Reeve of SLR, who carried out survey has reported that there are no instability concerns. The full report will be forwarded in due course.

219.3 The Clerk reported that she had been contacted by PC Helen Newton who had recently need to gain access to Wheal Maid while she was reporting to an incident. *The Council approved the purchase of three combination code padlocks for the three barriers.*

**19/220 EMERGENCY SCHEME OF DELEGATION – to resolve a contingency plan for administration of the Council should it be necessary to cancel meetings/public events, to ensure that the Parish Council can continue to carry out its .**

220.1 Due to the Coronavirus pandemic and government guidance on social distancing, the Council resolved that future meetings, during this pandemic and any future pandemic, will be held by telephone/video conference, until public meetings can resume. The Council may not hold monthly meetings if not quorate due to illness, in this instance Parish Council business will be dealt with by email consultation.

220.2 Agendas and details of planning applications will continue to be published on the Parish Council website, facebook page and parish noticeboards, so that members of the public are kept informed of Parish Council business to be discussed. Members of the public are encouraged to submit comments about planning applications direct onto Cornwall Council's planning portal, or to email the Clerk [clerk@gwennap-parish.net](mailto:clerk@gwennap-parish.net) no later than the day before the monthly meeting, so that Councillors can take into consideration parishioners' comments.

220.3 The Council resolved to delegate authority to the Clerk in consultation with the Chair and Vice Chair, to

take any actions necessary with urgent business and associated expenditure to protect the interests of the community and ensure council business continuity during the period of the pandemic Coronavirus, and any future pandemic/emergency, informed by consultation with the members of the Council.

- 220.4 It was agreed that the Parish Council must continue to keep the community informed, so Agendas, Minutes and Notices will continue to be posted on the Parish Council website, facebook page and on the four parish noticeboards. In the absence of public meetings members of the public are encouraged to keep an eye on these means of communication to keep abreast of Council business.
- 220.5 The Council resolved to close the Parish Rooms and public toilets until further notice, until government set restrictions have been lifted. The Council discussed the possibility of carrying out a deep clean of the parish rooms and public toilets, Cllr Lanyon was not supportive of the idea, but Cllrs agreed that the Clerk should obtain a quote from a professional cleaning company.
- 220.6 The Council agreed that the playpark and playing field will remain open until guidance advice changes. The Clerk will erect notices warning users of the risks of using the play equipment and reminding users to follow social distancing rules.
- 220.7 The Gwennap Parish Community Emergency Plan had not yet been completed, but Cllr Forrest and the Clerk will publish a message to the community appealing for volunteers to help support vulnerable or self-isolating parishioners.
- 220.8 Councillors discussed an email received from a parishioner regarding supporting our key local businesses, in particular the Cornish Arms in Frogpool. The Parish Council agreed that it cannot prioritise one business over another, and nor does it have the finances to be able to do so. Local businesses are advised to seek guidance and support via <https://www.gov.uk/coronavirus/business-support>.

#### **19/221 TO DISCUSS AND AGREE CONTRACT DETAILS FOR THE NEW CLERK AND RESPONSIBLE FINANCIAL OFFICER – to be discussed in Closed Session as per SO48**

- 221.1 Decisions not recorded in the public Minutes, given the confidential nature of this agenda item.
- 221.2 Providing the new Clerk accepts the terms, their start date will be 20<sup>th</sup> March 2020, with the outgoing Clerk's last day being 31<sup>st</sup> March. Cllrs accept that the handover period might need to be extended given the unprecedented circumstances, and the Council agreed to pay the outgoing Clerk for any additional hours she is required to work.

#### **19/222 TO RESOLVE A PROPOSAL TO CHANGE THE MONTHLY MEETING OF THE PARISH COUNCIL TO THE FIRST THURSDAY OF EACH MONTH**

- 222.1 *RESOLUTION: The Council unanimously resolved to change the monthly meeting of the Parish Council to the first Thursday of each month, with immediate effect. The next meeting of the Parish Council being Thursday 7<sup>th</sup> May.*

#### **19/223 CO-OPTION OF PARISH COUNCILLOR**

- 223.1 The deadline for expressions of interest in the Parish Councillor vacancy has passed and three applications have been received. The Clerk will forward details to all Councillors who will report their comments back to the Clerk who will then arrange, if necessary, telephone interviews.

#### **19/224 PARISH NEWSLETTER**

- 224.1 *RESOLUTION: Council agreed to accept the offer of a parishioner to take on the Editor role, on a voluntary basis, in consultation with the new Clerk. The Council are very grateful to the parishioner for their offer of help.*

#### **19/225 FINANCE**

- 225.1 The Council noted an email from the National Lottery Community Fund confirming its approval of the Council's grant application for continuation funding for the Richard Jory Playing Field Youth Group.
- 225.2 Council noted that the Section 137 limit for 2020/21 is £8.32/elector, previously £8.12/elector for 2019/20.
- 225.3 The Council resolved to increase the internet banking daily payments limit to £5,000. Clerk to collect Cllrs signatures on the Business Internet Banking Limit Amendment form and return for processing.
- 225.4 Income received since the last meeting was recorded as follows: Local Maintenance Partnership 2019/20 £2,877.67, Burial £90, Newsletter advertising £43.75, Room hire £180, National Lottery Community Fund grant £10,000 Total income since last meeting £13,191.42.
- 225.5 March's petty cash spend of £114.98 was noted. Transfer of £0 to the petty cash account was approved.
- 225.6 The following payments were authorised:

Ann Gazzard	Playing field duties March	£162.75
Mr R Hallett	Litter picking duties March	£66.75
Mr A Collins	Litter picking duties March	£105.30
Greens Grounds & Trees	Play park inspection January	£108.00
M P Chegwidan	Contract cutting February & March	£42.00
Mr K Furnish	Weathproof padlock for MSAS	£12.98
HMRC	Employee & Employer NIC February	£66.07
Mrs F Barnard	Salary & expenses March	£976.03

**19/226 ANY OTHER BUSINESS / MATTERS TO CARRY FORWARD TO NEXT MEETING**

- 226.1 *RESOLUTION: The Chair proposed the Council pay the outgoing Clerk for unspent holiday entitlement (totalling 72 hours). The proposal was seconded by Cllr Lanyon and carried by the Council with no objections.*
- 226.2 The Council agreed that the outgoing Clerk will complete the Annual Governance and Accountability Return for 2019/2020, and that the Council will pay Mrs Barnard for her time, based on the hourly rate at her time of departure.

Meeting closed at 8.35pm

Signed..... Chair (7<sup>th</sup> May 2020)  
*Approved by the Council by telephone conference*