

St Teath Parish Council

Minutes of the Annual Meeting of St Teath Parish Council held on Tuesday, 5th May 2022 in the Community Room, St Teath at 7.00pm.

Present: Cllrs. T Kingdon, W Kitto, K Kitto, B Fox, T Banks, N Turner.

Also attending: Mrs J Hoskin (Parish Clerk)
Cllr D Fairman (Cornwall Councillor)
Eight members of the public.

		Action by
1	To receive apologies for absence. None.	
2	Declarations of Interest – To receive registered and non-registered disclosable interests and non-registerable interests. To advise of any dispensations granted in line with the Code of Conduct. To declare any gifts over the value of £25.00. None declared at this stage of the meeting.	
3	<p>Public Participation – members of the public are invited to speak on items on the agenda or raise items for future agendas (Meeting then closes to the public). Cllr Kingdon welcomed everyone, explained the protocol for the meeting and invited the members of the public to address the council if they so wished.</p> <ul style="list-style-type: none"> ○ Allotments – a representative from the St Teath Allotment Association spoke about the deteriorating fencing and gates and questioned the responsibilities required by them in relation to the lease. It was agreed to place this item on the agenda for the next meeting. ○ Jubilee Working Group – The ladies reported on the events planned for the Queens Platinum Jubilee celebrations and asked the council for permission to paint a union jack on the bus shelter in the village. ○ A resident expressed her concerns about the changes to the local bus services and the number of buses coming through the village that had now reduced from three to one. The council agreed to contact the bus company. ○ The proposed 20mph traffic scheme was mentioned and it was explained that the council's thoughts on the scheme, that included views from the public, had been collated and submitted to Cornwall Council. 	<p>Clerk</p> <p>Clerk</p>
4	<p>Election of Chairman and Vice Chairman for the forthcoming year. Cllr Kingdon announced she wished to stand down from the Chairmans position having carried out the role on numerous occasions over the past few years. Cllr Kingdon was thanked for her work.</p> <ul style="list-style-type: none"> ○ Chairman – It was proposed by Cllr N Turner, seconded by Cllr T Kingdon and unanimously agreed that Cllr K Kitto be elected as Chairman for the forthcoming year. There were no other nominations. Cllr Kitto accepted. ○ Vice Chairman – It was proposed by Cllr N Turner, seconded by Cllr W Kitto and unanimously agreed that Cllr T Kingdon be elected Vice Chairman for the forthcoming year. There were no other nominations. Cllr Kingdon accepted. 	
5	To receive and approve the Minutes of the Meeting held on the 7th April 2022. The minutes of the meeting held on the 7 th April 2022 were approved and signed by the Chairman, proposed by Cllr T Kingdon, seconded by Cllr N Turner and unanimously agreed.	

6	<p>County Council – report from the Cornwall Council Ward member Cllr D Fairman. Cllr Fairman congratulated Cllr Kerri Kitto on being appointed Chairman of the Parish Council. Cllr Fairman spoke about the 20mph traffic scheme. He also stated the local bus company had requested yellow lines be painted around the square (clock tower) to prevent parking that would enable the buses to turn. Cornwall Councillor, Cllr Desmond (portfolio holder for transport) had rationalised services in East Cornwall. It was noted that the stop at Knights Mill was dangerous. Cllr Fox suggested smaller buses be used. It was noted the St Teath Community Bus was still available but this was not a free service. Cllr Fairman had spoken to MP Scott Mann about the pressure on Natural England to take affordable housing schemes out of the equation for new developments.</p>	
7	<p>Clerks Report – for information only. Noted. The bench would be delivered to Cllr Kitto.</p>	
8	<p>Planning – to receive a report on the following applications and any further applications received between the publication of the agenda and the meeting.</p> <p>a) PA22/03022 Mr & Mrs Delahunty, 50 Trehannick Close, St Teath – Demolish existing conservatory and erect single storey rear extension. Support, proposed by Cllr W Kitto, seconded by Cllr T Kingdon and unanimously agreed.</p> <p>b) PA22/03632 Mr & Mrs Grey, 19 Trehannick Close, St Teath – Rear first floor extension, with internal alterations. Object – asking that concerns from neighbouring properties be taken into account. It was noted that original plans were to extend the opposite end of the house and it was suggested these plans be reconsidered instead of this proposal. Proposed by Cllr T Banks, seconded by Cllr T Kingdon and agreed by the majority. Cllrs. W Kitto and K Kitto abstained.</p> <p>Planning matter:</p> <p>a) PA22/02639 14 Trehannick Close, St Teath – Rear single storey extension. Further to the parish councils objection the planning officer had emailed referencing changes to the window to the second bedroom (height and obscured glass). Cllr Kingdon felt Cornwall Council were not listening to the objections and concerns raised by the parish council and residents and the overall proposals in relation to height were still obtrusive. Cllr Fairman confirmed that public comments which did not relating to planning considerations would not impact on any decisions.</p>	
9	<p>Play Area – St Teath Park and Village Green.</p> <ul style="list-style-type: none"> ○ Inspections and to identify any work required. Cllr W Kitto had spoken with the contractor in relation to matters identified in the ROSPA report. They were meeting on site to look at any work required. Plans were still on the table to provide extra play equipment at the Village Green once funding was available. Cllr Turner felt the council should be mindful of the impact on neighbouring properties should goal posts be considered. ○ Cornwall Council devolution of the recreation field (football pitch) at St Teath into the parish councils ownership and transfer of existing lease. Update and approve the cost of legal fees, if any. Cllr Fairman provided contact details for officers within Cornwall Council who would be dealing with the devolution request. The Clerk will contact. 	<p>WK</p> <p>Clerk</p>

10	<p>Finance / Staffing:</p> <p>a) To approve the payment of accounts as circulated. Cllr Kingdon had verified the payments presented. It was proposed by Cllr T Kingdon, seconded by Cllr N Turner and unanimously agreed the payments be made. The Clerk will provide the budget sheet each month.</p> <p>b) Appointment of an auditor for the 2021/2022 accounts. It was proposed by Cllr N Tunrer, seconded by Cllr T Kingdon and unanimously agreed that Mr Tom Imber be asked to look at the requirements of the audit and carry out the work, if he can. Should he not be able to do this work, it was agreed to revert back to the Auditor used in the past.</p> <p>c) To receive and consider the NALC salary award for clerks backdated to 1st April 2021. To be discussed in a Closed Session at the end of this meeting.</p>	Clerk BF
11	Correspondence – for information only. Circulated and noted.	
12	<p>Footpaths – report and update on work required. Way marker discs and stiles. Cllr T Banks confirmed the way marker discs had been received, but the stile kits had not been delivered. A google map provided by a resident did not identify the public rights of way as indicated on the Cornwall Council map. Cllr Fairman suggested the CC map be used. Cllr N Turner offered to print some footpath maps.</p> <p>The dog faeces around the village footpaths was dsicussed, along with the street lighting provided and how this was managed by Cornwall Council. Cllr B Fox mentioned Dog Poo signs and offered to obtain costs from Atlantic Signs</p>	NT BF
13	Bus Shelter – update on the costs and provision of a bus shelter in North Road. Cllr K Kitto reported that £2,000m had been granted by Cornwall Council for the provision of a bus shelter in North Road. There were no second-hand shelters available from them. Cllr N Turner suggested that a new shelter be purchased if the money was available. Funding applications could be submitted from CIL and the Cornwall Councillor Community Chest Fund. Costs needed to be obtained once the structure had been agreed. Cllr Turner will confirm the type of structure that would be acceptable to Cormac.	Clerk NT
14	St Teath 20mph traffic management scheme – update. Discussed under Item 3 of this meeting.	
15	Neighbourhood Development Plan – update from Cllrs. B Fox and K Kitto. Cllr B Fox reported that the collating of information from the 138 replies had now been completed, mentioning the age of people that had responded, and those who had been long term residents. A report will now be written and taken back to the NDP Group. A public meeting will then be held. The proposed development plan can then be submitted to Cornwall Council. Training to identify land use and building lines will be obtained.	
16	Parish Council Website – alternative options for a website provider. Cllr B Fox offered to speak to the guy who developed the website for the Neighbourhood Plan. Cllr T Banks mentioned an alternative website provider. The Clerk will look at the website licence.	BF Clerk
17	St Teath Sewage Treatment – condition and discharge. Response from SWWA and Cornwall Council. Item deferred until the next meeting. The Clerk will write to SWWA and the Environmental Protection Team at Cornwall Council.	Clerk

	Cllr T Banks will put a article in the Timepiece magazine advising residents what can and cannot be flushed into the sewage system.	TB
18	Cornwall Council Camelford Community Network – feedback from the meeting held on Tuesday, 29th March 2022. Cllr Fairman stated a date had not been set for the next meeting. Cllr Fox spoke about a representative from the parish council attending.	
19	Queens Platinum Jubilee in June 2022 – proposals to commemorate the occasion. Discussed under Item 3 of this meeting.	
20	Parish Council Vacancy – to consider any applications received. No applications received. The vacancy will continue to be advertised.	
21	Possible closure of the village shop and post office. The shop had now closed but the post office facility remained. Enquiries were being made by a resident into the provision of a community shop and where this could be situated. A public meeting could be held to gauge public interest in this matter. Cllr B Fox stated the NDP could include this in their proposals.	
22	CIL (Community Infrastructure Levy) funding and application process. Discussed earlier in the meeting.	
23	Agenda items for the next meeting to be submitted to the Clerk by Friday, 20th May 2022. Noted.	
24	To advise of the date for the next Full Council Meeting – to be agreed. Tuesday, 31 st May 2022.	
25	To close the meeting. The being no further business for this public meeting the meeting closed at 9.10pm. The public and Clerk left to enable the council to discuss Agenda item 10c).	

Dated. 31st May 2022

Signed.