

# ST EWE PARISH COUNCIL

Chair of the Parish Council  
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## DRAFT MINUTES

### Annual Meeting of the Parish Council

St Ewe Village Hall, 8.10 PM

followed by the

### Ordinary Meeting of the Parish Council

Monday 13 May 2019

#### PRESENT:

Councillors: Will Richards (Chairman), John Dickinson (Vice-chairman), Diane Clemes, Adam Getliff (after item 19/5), Tracey Jenkin and Janet Lockyer

#### ALSO PRESENT:

Mrs Christine Wilson, Clerk to the Council. Ward Member Cllr Cherilyn Mackrory. No members of the public

#### ABSENT:

Councillors: Trevor Johns, Philip Vellenoweth, Allan Brooks

#### Abbreviations:

Councillors' names – abbreviated with their initials. CALC – Cornwall Association of Local Councils. CC – Cornwall Council. CLT – Community Land Trust. SEAH – St Ewe Affordable Housing Limited. VH – Village Hall. \*\*\* indicates consultee comments for planning applications decided by the Parish Council; formal submission is delegated to the Clerk.

*There was a 5 minute intermission between the Annual Parish Meeting (Meeting of the Electors) and this meeting which began at 8.10 pm.*

#### 19/1 Election of the Chair

It was **RESOLVED** to re-elect Cllr Will Richards as Chairman of the Parish Council (proposed JL, 2<sup>nd</sup> TJe) and Cllr Richards signed his Declaration of Acceptance of Office in the book.

#### 19/2 Election of the Vice-chair

It was **RESOLVED** to re-elect Cllr John Dickinson as Vice-chairman of the Parish Council (proposed JL, 2<sup>nd</sup> DC) and Cllr Dickinson signed his Declaration of Acceptance of Office in the book.

#### 19/3 Apologies

Apologies were received from TJo, PV, AB.

#### 19/4 General Power of Competence

It is **CONFIRMED** that in accordance with Localism Act 2011, Sections 1-8, this General Power of Competence is held by the parish council from May 2017 until the next general election when it may be renewed if the council remains eligible; i.e., having two thirds of its maximum number of members elected and a qualified Clerk.

## 19/5 Co-option of a new councillor

The parish council **RESOLVED** to co-opt Adam Getliff as a member (proposed WR 2<sup>nd</sup> DC). The council welcomed Adam and he signed his Declaration of Acceptance of Office in the book and took his place at the table.

## 19/6 Appointment of the Lead Councillor — Footpaths &amp; Bridleways

It was **RESOLVED** (proposed WR, 2<sup>nd</sup> JD) to appoint Cllr Tracey Jenkin as Lead Councillor for Footpaths & Bridleways and the Clerk gave her some parish maps of the footpaths.

## 19/7 Appointment of the Lead Councillor — Renewable Energy

There was no proposal for appointment because it is not needed at the moment.

## 19/8 Appointment of the Council's representative — Village Hall

It was **RESOLVED** (proposed WR, 2<sup>nd</sup> TJe) to appoint Cllr Janet Lockyer as the council's representative on the Village Hall Committee. JL has a dispensation so that she may participate in council decisions regarding the Village Hall.

## 19/9 Appointment of the Council's representative — Community Land Trust, i.e., SEAHL

It was **RESOLVED** (proposed JD, 2<sup>nd</sup> JL) to appoint Cllr Will Richards as the council's representative on the St Ewe Affordable Housing Limited (SEAHL) Committee.

## 19/10 Appointment of the Council's representative — Cornwall Association of Local Councils (CALC)

It was **RESOLVED** (proposed DC, 2<sup>nd</sup> TJe) to appoint Cllr Will Richards as the council's representative for the Cornwall Association of Local Councils (CALC).

## 19/11 Appointment of the Council's representative — Advocate Scheme – Cornwall &amp; Devon Police

It was **RESOLVED** (proposed WR, 2<sup>nd</sup> TJe) to appoint Cllr Janet Lockyer as the council's representative for the Councillor Advocate Scheme.

## 19/12 Appointment of the Council's representatives — St Austell &amp; Mevagissey Community Network

It was **RESOLVED** (proposed WR, 2<sup>nd</sup> TJe) to appoint Cllr Janet Lockyer as the council's representative on the *St Austell & Mevagissey Community Network Panel*. The council congratulated Cllr Lockyer for her position as Vice-chair of the Panel. Please note that all councillors and members of the public are welcome to attend Community Network meetings.

## 19/13 Appointment of the Employment Committee

It was **RESOLVED** (proposed WR, 2<sup>nd</sup> AG) to appoint Cllrs Janet Lockyer, John Dickinson and Will Richards to the Employment Committee.

## 19/14 Confirm the appointments of trustees for the St Ewe Relief in Need Charity 2018-2022.

It was **CONFIRMED** that Cllr Philip Vellenoweth is the council's representative on the St Ewe Relief in Need charity (Charity No. 201617) and that Mr John Collins and Mr Martin Wheeley are the other trustees. No co-optive members have yet been appointed.

## 19/15 Meeting Dates

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| A | It was <b>RESOLVED</b> that the ordinary meetings of the parish council will continue at 7.00 pm in the Committee Room of St Ewe Village Hall on the second Monday of the odd months: 8 July, 9 September, 11 November, 13 January, 9 March, 11 May. |
| B | It was <b>RESOLVED</b> that the next Annual Meeting of the parish council will be on 11 May 2020.  |

*The Annual Meeting of the Parish Council closed at 8.40 pm and the ordinary meeting continued immediately.*

## In continuation:

**Ordinary Meeting of the Parish Council – 14 May 2018**

## 19/16 Public Session

All members of the public had left the previous Parish Meeting and there was no public session.
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## 19/17 Councillors' interests and requests for dispensation.

WR declared an interest in agenda item 19/19.B because he is a member of the Village Hall committee. JL is also a member of the committee but holds a dispensation for VH matters. There were no requests for dispensation.
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## 19/18 Meetings and governance

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| A | Previous Actions for report. The fingerpost at Tucoyse is fixed and looking good.   |
| B | The council <b>RESOLVED</b> that the minutes of the meeting held on 11 March 2019 were a true and correct record (proposed JD, 2nd DC) and they were duly signed. |

*WR left the chamber for the duration of the discussion and vote on Item 19/19.A-C.  
During his absence the Vice-chairman took the chair.*

## 19/19 Grant Applications

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| A | Items A-C. It was <b>RESOLVED</b> (proposed DC, 2 <sup>nd</sup> AG) to support the following organisations with the same amounts as last year: £650 to St Ewe Parochial Church Council for maintenance of the churchyard; £650 to St Ewe Village Hall for maintenance; and £200 to the Tower & Spire Magazine for printing costs.  |
| D | Emergency Plan. St Ewe's Emergency Plan is completed. The parish council has received a £500 grant (£100 for the draft and £400 on completion) toward emergency equipment and training. The council has also received another £100 grant because of JL's promotion of the programme to other parishes through the Flood Forum committee and at a recent joint workshop in Chasewater. JL reported that the Emergency Plan group thought that the money should be spent on First Aid training for people throughout the parish and JL will bring a formal proposal to the council at some point in the near future. |

## 19/20 Finance

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| A | The council considered four quotes for insurance for 2019-20 and <b>RESOLVED</b> (proposed WR, 2 <sup>nd</sup> DC) to accept Zurich Municipal, which has a dedicated local council team. It was further <b>RESOLVED</b> (proposed JD, 2 <sup>nd</sup> JL) to accept a three-year agreement at £302.50 for the first year. |
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B	It was <b>CONFIRMED</b> that WR, JD and JL are signatories for the two bank accounts.				
C	The Clerk presented the end of year accounts for fiscal year 2018-19, including the Year-end: Bank Reconciliation, Budget Comparison, Cash Flow, asset register and the clerk's Financial Briefing Note. The Clerk was able to answer all questions and it was <b>RESOLVED</b> (proposed WR, 2 <sup>nd</sup> JD) to approve the Year-end figures on these documents.				
D	The Clerk presented the External Audit figures, External Audit explanation of variances. The Clerk was able to answer all questions and it was <b>RESOLVED</b> (proposed WR, 2 <sup>nd</sup> JD) to approve the Year-end figures on these documents. The year-end figures will be available to view on the council's website under <i>Council Accounts</i> after the Annual Return (AGAR) is completed.				
E	It was <b>RESOLVED</b> to authorise payments totalling £2,728.94 (proposed: JL; 2 <sup>nd</sup> WR).				
	Mrs C Wilson	13 May 19	Clerk's salary & expenses	636	£ 573.15
	Robert Larter	13 May 19	Internal Audit	637	£ 100.00
	Zurich Municipal	13 May 19	Insurance, 1st year of 3-year agreement	638	£ 302.50
	St Ewe Parochial CC	13 May 19	Grant, maintenance of Churchyard, All Saints	641	£ 650.00
	St Peter's Parochial CC	13 May 19	Grant, publication of Tower & Spire	639	£ 200.00
	St Ewe Village Hall	13 May 19	Village Hall maintenance	640	£ 650.00
	CALC	13 May 19	CALC subscription	642	£ 253.29

## 19/21 Considerations

A	It was <b>RESOLVED</b> (proposed JD, 2 <sup>nd</sup> DC) to accept the agency agreement with Cornwall Council for cutting the verges in the parish and that GET Landscaping will continue with the contract.
B	The litter bin in St Ewe village is not emptied regularly. The clerk will write to the ward member to request that Cornwall Council include the St Ewe bin on the next Rubbish Collection contract because it has been overlooked on previous contracts. <b>ACTION: Clerk</b>
C	It was <b>RESOLVED</b> (proposed WR, 2 <sup>nd</sup> JL) to replace the parish's dilapidated wooden fingerpost with a metal one. One double and one single 'finger' will be required. Councillors will begin to source materials and work estimates which will be discussed at the next ordinary meeting in July. <b>ACTION: Councillors</b>

## 19/22 Planning. Decisions are listed on the website under Planning St Ewe Parish.

A	Of note. Nothing to report.
B	Planning correspondence. Nothing to report.
C	Applications for Consultee Comments.
i.	PA19/ <b>03341</b>   Blocking of interconnecting door to allow for use as two independent self-contained units of residential accommodation.   16 And 17 Heligan House Pentewan St Austell Cornwall PL26 6EN — and — <b>PA19/03342</b>   Listed Building Consent for blocking of interconnecting door to allow for use as two independent self-contained units of residential accommodation.   16 And 17 Heligan House Pentewan St Austell Cornwall PL26 6EN The council considered both applications together and <b>RESOLVED</b> (proposed DC, 2 <sup>nd</sup> JL) to submit the following consultee comments for both applications: *** St Ewe Parish Council has NO OBJECTION to this application.

## 19/23 Highways

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| A | Luney Lane was discussed in detail at the earlier Parish Meeting and the ward member will take this issue to Highways.<br><b>ACTION: Ward Member C Mackrory</b>  |
| B | Signage at Drunken Bridge Lane. The problems with large lorries and tourist charabancs were discussed at length and the ward member will take this issue to Highways.<br><b>ACTION: Ward Member C Mackrory</b> |
| C | Pengrugla drains. Similarly, the ward member is in conversation with Highways about improvements to the drainage affecting Pengrugla corner.<br><b>ACTION: Ward Member C Mackrory</b>                          |

## 19/24 Assets

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| A | Footpaths and verges. Two parishioners have reported the boardwalk of FP 4/1 as rotten and listing. It is a great hazard and the clerk will report it to Cornwall Council which has responsibility for gold paths like FP 4/1.<br><b>ACTION: Clerk</b>  |
| B | Telephone Kiosks. AG reported on his findings regarding various providers of defibrillators and the estimated costs for the original provision and the ongoing maintenance. He reported that South West Ambulance Service was happy with the location in the St Ewe red telephone kiosk as it is very central. It was <b>RESOLVED</b> (proposed WR, 2 <sup>nd</sup> JD) that the council will look into putting a defibrillator into the St Ewe red telephone kiosk and that AG will apply to the British Heart Foundation for a grant. Other funds will need to come from 1) the community and 2) the parish council. Parishioners will need to train in CPR and volunteers will be needed to monitor the equipment to ensure that it is always fit for purpose. |
| C | Website. The clerk has received a report from the website designer and provider. The website software is up to date; it is backed up every week and the last 3 copies of the backup are kept on a host server.  |

## 19/25 Parish Matters

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| A | SE AHL. Nothing to report since the call for land was made. |
| B | Village Hall. Nothing to report.                            |

19/26 Correspondence and Invitations. (A complete list in *Clerk's Notes*)

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| A | Cllr Mackrory reported on the possible closure of Mevagissey surgery and asked those who wanted to keep it open to please write in. Details are on her Facebook page. |
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## 19/27 Business for the next meeting.

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|  | Review of the Internal Auditor's report and signing of the Annual Governance Statements. Further discussion of the parish boundary annexation proposal by St Mewan with an invitation for all affected residents to speak their mind on this topic. |
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## 19/28 Date of the next meetings.

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| A | An extra-ordinary meeting is Tuesday, 28 May 2019, starting at 7.00 pm, St Ewe Village Hall. The issue of possible changes to the parish boundary between St Ewe and St Mewan Parishes will be |
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discussed and a response considered. It is hoped that residents affected by the proposed annexation will attend the 28 May extraordinary meeting and the 8 July ordinary meeting to make their thoughts known to the parish council.

B The next ordinary meeting on Monday, 8 July 2019, starting at 7.00 pm, St Ewe Village Hall.

C An extra-ordinary meeting to discuss planning may be arranged, if required.

*The meeting closed at 9.35 pm and the Chairman thanked everyone for attending.*

Mrs C Wilson ~ Parish Clerk ~ 20 June 2019