

## ST WINNOW PARISH COUNCIL

### Minutes of the Virtual Meeting held on ZOOM on Tuesday 6<sup>th</sup> October 2020

#### Present:

Acting Chair Cllr Penny Rowe (PR) Judy Stephens (JS) Joe Flynn (JF) Stephanie Chapman (SC) Cornwall Councillor Colin Martin (CM) Parish Clerk Kerry Pearce (KP)

Public: None

1. **Chairman's Welcome and Public Participation.** Acting Chair welcomed the Councillors and informed them of the meeting being recorded. There were no public in attendance. PR confirmed we had received the resignations of Councillors Keith Bailey and Ian Mitchell and were of quorate.
2. **Apologies for Absence:** Peter Champness (PC)
3. **Declaration of Members Interest.** (i) Disclosable Pecuniary Interest. (ii) Non Pecuniary Interest. **NONE**
4. **To receive minutes of zoom meeting held on 1<sup>st</sup> September 2020** JS proposed these minutes were of a true account seconded by PR.
5. **Matters arising from those minutes.**

**JF – Item 6;** has the GDPR statement for the website had been done – KP confirmed this is in hand and will forward to JF for approval before the next meeting. This is in relation to asking parishioners for Email addresses for future correspondence and how we will store the data, JF proposed we send out a flyer requesting the information.

**JF –** Public footpath sign is still down, KP to chase up it being fixed.

**JF – Item 19;** Environmental Plan – JF is waiting for drier weather to organise a team bubble to prepare the area at the Jubilee Oak.
6. **Chairman's Report.** PR reported Respryn parking is still ongoing although the carpark is now open again.
7. **Reports from Outside Organisations.**
  - a) *Devon & Cornwall Police. PCSO Steve Cocks sent an email apologising for not sending a report since the Covid-19 outbreak. He will now keep us up to date as often as possible. From 01/03/2020 to 30/09/2020 there were 11 crimes reported, ranging from common assault to criminal damage to a vehicle. More details can be found on the police website [www.police.uk](http://www.police.uk)*
  - b) *Cornwall Council. CM reported a couple of matters arising – link for consultation of solar panels now closed. CM asked the Council on thoughts about solar panels and windfarms within the Parish. It was raised if on agricultural land it will change the land to industrial use? CM will find out. Changing of planning system; CC voted against the proposal as it will reduce the amount of affordable homes to be built. CM to forward CC response for us to consider voting as individuals. CM will follow up the Broken signpost "Public Byeway"  
Do we want to pursue the idea of the Respryn road being a public clearway? PR thought this a good idea, KP to email CM how to go about this?*
  - c) *Red Store. Still Closed for Bookings until 2021*
8. **Planning Applications.**
  1. PA20/04931 – Public Notification is now on display – This application was discussed at length. St Winnow PC are not in support of this application. For more information please see the comments submitted on the planning application on the Cornwall Council Website.
9. **Planning Results.**
  - 1) None
10. **Grant Funding and Applications. NONE**
11. **Neighbourhood Plan.** Proceedings are ongoing – NHP E-Bulletins are not being sent out.
12. **To Approve the Clerks Contract of employment and Rate of Pay**

As of 1st April 2019, the clerk pay is on spinal point 9. The Clerk is Currently paid for 10 hours per month. As of 1<sup>st</sup> April 2020, the Clerk Pay Spinal point of 9 had an increase.

JF proposed the Clerks pay be back paid to 1<sup>st</sup> April 2020 to the correct hourly rate. This was seconded by PR with all in favour.

KP to contact Payroll to carry out the necessary paperwork.

In addition to this, the clerk works from home and claims expenses for the use of electricity and WIFI and telephone calls.

SC proposed we revise the expenses payment. JS proposed we increase the expenses seconded by SC with all in favour to be back paid from 1<sup>st</sup> April 2020.

JF proposed an annual Appraisal should be considered.

**13. Common Land CL04/CL05.** To discuss the upkeep and safety of the area and the next step. KP confirmed the bench and jetty on the common land CL05 in good order. The bench located on CL04 needs some attention to the location. JF to meet KP to address.

**14. Cornwall Environment Plan.** To discuss wildflower and tree planting areas & signage within the parish. SC & JS confirmed the Oak Posts are in hand.

**15. Correspondence & Circulars.**

- Penquite Woods and the licence granted for cutting of trees was discussed. As this is not in our Parish and the work has already been carried out St Winnow PC decided not to get involved but would keep an eye on the situation.
- Memorial Bench – an email had been received requesting permission for a memorial bench be placed somewhere along the river in Lerryn. We currently have no available space but there could be somewhere within the Ethy woods – this is National Trust land. KP to respond to email offering the National Trust details.
- Casual Vacancy(s) - We still have one notice of vacancy on display until 14<sup>th</sup> October. There was no call for elections for the first vacancy so this can be filled by co-option. Councillors agreed we fill both vacancies at the same time, should there be no call for an election on the second vacancy. Should Councillors have anyone in mind for co-option they should apply in writing to the Clerk by 20<sup>th</sup> October. Councillors will discuss the applications after this date.

**16. Finance; To confirm the drawing of the following cheques;**

- I. Cheque No: 412 to the Clerk for salary and expenses for £110.40

JF proposed we draw cheque 412 seconded by JS.

**17. To approve the income and expenditure against the cash book to be signed by the chair.** KP had emailed the income and expenditure to Councillors prior to the meeting. We are within the set budget.

**18. To approve the opening of a separate linked bank account for Grant Funding.** KP still waiting for the Secure Key to arrive by post to be able to log on to the bank account.

**19. Any Other Business.** KP suggested we pay for a Zoom account @£11.99 per month which can be cancelled at any time, or continue using the free service, which means we log out and back into a second meeting half way through due to time limitations on the free service. All Councillors agreed it is an unnecessary expense and we should carry on with the free account.

**20. Next Meeting - Tuesday 3<sup>rd</sup> November on ZOOM**

**The Meeting closed at 20.35**