

Minutes

Annual Parish Meeting of St Winnow Parish Council held in the Red Store, Lerryn on Tuesday 2nd May 2023 at 7.30 p.m.

Present: Madam Chair Penny Rowe (PR), Vice Chair Judy Stephens (JS), Councillor Stephanie Chapman (SC), Councillor Glenn Carwithen (GC), Councillor Katie Vine (KV), Cornwall Councillor Colin Martin (CM),

- 1. Apologies for Absence** – Councillor Peter Champness, Councillor Dave Boraston
- 2. Chair's Welcome and Public Participation.** *PR welcomed the Councillors to the meeting, along with Members of the Public. PR advised this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. KP confirmed the meeting was not being recorded. PR Invited Members of the public to speak at the meeting of the Parish Council which will be followed by this meeting.*
- 3. To Approve the Minutes of Annual Parish Meeting 2022** (*Approved at the Parish Council Meeting on 14th June 2022*) JS proposed the minutes were of a true account seconded by SC with all members present in favour.
- 4. Chairman's Annual Report** PR thanked the Councillors for their continued support throughout the year.
- 5. Devon & Cornwall Police Annual & Monthly Report PCSO Steve Cocks sent the following report by Email:** From 01/03/23 – 31/03/23 there were 6 crimes inc. 1 x harassment, 2 x common assaults and 3 criminal damages. I would remind everyone to remain vigilant and report any suspicious incidents straightaway. Have a look at the Devon & Cornwall Police website which has a number of new online forms which can be used to report a number of incidents inc. crimes, road traffic accidents or general enquiries. Numerous patrols have been conducted around the Parish and all was found to be in order.

If there are any questions or matters arising for my attention then please contact me in the usual manner.

- 6. Cornwall Councillors Annual Report** CM reported on the following issues;
 - The consultation for a Mayor for Cornwall had been resolved and rejected.
 - Adult Social Care – There is a shortage of over 10,000 workers in Cornwall, CM proposed the hourly rate for care workers be raised in the budget by £2 per hour above the minimum wage – this was rejected.
 - Affordable housing – a bill has been passed for higher council tax on 2nd homes (not holiday homes). Cornwall Council can charge double Council tax on second homes with a 12 month notice period, 12 months from passing the bill.

The extra income will go towards affordable homes. Holiday accommodation don't need change of business under cat 3 but will need c5 short term holiday accommodation and planning permission to do this. There are two consultations on the Cornwall Council website regarding this.

- Climate Change – More electric vehicle charging points are being installed across the county.
- Roads – 2 years ago funding was cut for road inspections, this year funding has been cut for road repairs, Pot holes are currently a priority, report them asap.
- The moving of the Fire Control Room up country has been resolved and will stay in Cornwall.

7. **Red Store Annual Report** PR reported all was in order, the refurbishment is ongoing, and they are awaiting permissions. The annual floor clean and polish is scheduled for next week. There will be a Food and Craft Fair on 13th & 14th May.

The Annual Parish Meeting closed at 7.50pm

The Annual Parish Meeting was followed by a meeting of the Parish Council

Minutes

of the Meeting of the Parish Council Tuesday 2nd May 2023

Present: Madam Chair Penny Rowe (PR), Vice Chair Judy Stephens (JS), Councillor Stephanie Chapman (SC), Councillor Glenn Carwithen (GC), Councillor Katie Vine (KV), Cornwall Councillor Colin Martin (CM), Clerk Kerry Pearce (KP)

- 1. Election of Chairman** SC proposed PR stay on as Chair seconded by KV with all Councillors present in favour.
- 2. Election of Vice Chairman** PR proposed JS stay on as Vice Chair seconded by GC with all Councillors present in favour.
- 3. Declaration of Members Interest. (i) Disclosable Pecuniary Interest. (ii) Non Pecuniary Interest.** NONE
- 4. To receive minutes of meeting held on 11th April 2023.** GC proposed the minutes were of a true account seconded by JS with all councillors present in favour.
- 5. Matters arising from those minutes.** NONE
- 6. Planning Applications.**

I. PA23/02474

Land North West of Harvest Barn – Conversion and extension to stable building to create a single dwelling house without compliance with condition 2 of decision notice PA19/05753 dated 06.09.2019.

PR invited Members of the Public to speak on this matter for the duration of 3 minutes maximum. The applicant of the planning application stated as planning application PA22/03353 still had no result he was advised to withdraw the application and reapply for an S73. There had been 2 complaints. One regarding the opaque windows and the other of the grey cladding.

The builders had advised he applicant on putting in the opaque side windows rather than the velux under permitted development with it being a subtle change and the privacy maintained. (this was not the case as building was still underway and unfinished). The second complaint was the grey composite, this had been advised by the building regulator to be used as the cladding in the original plans was not a sufficient fire retardant, it has since been painted black.

CM asked why they had not applied for a material amendment to original plans?

JS stated they had applied for this, and we had responded in that we thought the Velux windows in the bathrooms should be adhered to, and now they were applying under advice for the removal of condition 2 of planning, which is to abide by the plans submitted, which is normal protocol. As for our previous full discussion on this planning application we all agreed that the installation of windows on the original application provided light and air without affecting the privacy and overlooking of Harvest Barn.

As discussed previously the bathroom windows should be velux as per the original planning application – as in the future the windows could be made larger under permitted development and no planning application required.

CM suggested permitted development rights be removed so this cannot happen.

JS commented this application is to remove the condition of change of windows from velux.

CM will talk with the planning officer to clarify.

SC proposed we object to this planning application seconded by KV - KP to submit comments on the planning portal.

The Member of Public left the meeting at 8.20pm

7. Planning Results.

I. PA22/03353 Land North Of The Harvest Barn St Winnow Cornwall PL22 0LE

Non-material amendment (NMA) for alterations to fenestration, the inclusion of door openings and a chimney to decision PA19/05753 dated 06.09.2019 **WITHDRAWN. See Item 6.1**

8. Grant Funding

1. The Defibrillator at St Winnow - ongoing

9. Neighbourhood Plan. - Ongoing

10. **Common Land CL04 CL05 and safety of the area** JS & SC inspected the area, all was in order. There was a good turn out for the bench opening.

11. To Approve and Adopt the Financial Risk Assessment

12. To Approve and Adopt the Financial Regulations

13. To Approve and Adopt the Internal Financial Controls

14. To Approve and Adopt the Asset register

15. To Approve and Adopt the Standing Orders

KV proposed to approve and adopt **Items 11 to 15** as one item as the documents had been sent for approval by email beforehand. Seconded by GC with all councillors present in favour.

16. To Approve the Clerks Contract of employment and Rate of Pay

As of 1st April 2022, the clerk pay is on spinal point 9 on a rate of £12.06 per hour. The Clerk is Currently paid for 10 hours per month. In addition to this, the clerk works from home and claims expenses for the use of electricity and WIFI and telephone calls of £20.00 per month.

PR proposed the contract was inline with current rates of pay and should stay the same. All Councillors present were in favour. The Clerks Contract of Employment was signed by Chair PR & Clerk KP.

17. Correspondence & Circulars NONE

18. Finance, to confirm the drawing of the following cheques.

18.1 Cheque No: 497 to the Clerk for Salary £120.60 + Expenses £20.00 = £140.60

18.2 Cheque No: 498 to St Veep Parish Council towards the cost of the toilets for £1500.00

18.3 Cheque No: 499 to Cornwall Association of Local Councils annual membership for £231.78

Any other invoices or requests for grant funding will be dealt with at this meeting.

18.4 To consider quote for Councils Insurance for 2023/24

Cheque Number: 500 to Zurich Insurance £257.50

18.5 To consider grant to St Winnow PCC for year 2023/24

Cheque Number: 501 for £200.00

18.6 To consider donation to Cornwall Air Ambulance 2023/24

Cheque Number: 502 for £200.00

The above cheques were proposed as one item by SC seconded by KV with all Councillors present in favour.

All cheques and corresponding invoices were counter signed by PR & JS

19. To Approve the income and expenditure against the cash book to be signed by the chair.

Signed by PR

20. To Approve and sign the forms for online banking.

Bank forms to allow online banking and bank transfers to be applied were signed by the relative parties and approved by all Councillors present.

21. To Approve & Sign the Certificate of Exemption, of the annual governance and accountability return.

The certificate was signed by Chair PR & RFO KP – KP to send to the auditors.

22. Any Other Business. NONE

The next meeting will be on Tuesday 13th June 2023 HW 14.35 4.2m

The Meeting Closed at 9.05pm

Signed:

Date:

The following dates have been booked in the Red Store for the coming year the tide times & heights are for your information:

13th June 4.2m 14.35

11th July 4.2m 12.48

No meeting in August

5th September 4.7m 22.03

3rd October 4.9m 20.50 wellies

7th November 3.8m 12.44

5th December 3.7m 23.12