

Kea Parish Council

Minutes of annual meeting held on 17th May 2018 at 6:45pm in Kea Community Centre

Present: Cllrs Chamberlain, Alvey, Hill, Treseder, Johnstone, Verran, Spenceley, Cllr Dyer , 2 members of the public and the clerk.

1. **Election of Chair and Vice Chair of the Council** –Cllr Alvey proposed that Cllr Chamberlain serve a second term as chair, this was seconded by Cllr Hill and agreed by a unanimous vote. Cllr Chamberlain proposed that Cllr Treseder serve a second term as Vice Chair, this was seconded by Cllr Hill and agreed by a unanimous vote.
2. **Apologies:** Cllrs Baker, Roberts, Rutter and Wear.
3. **Declarations of interest** - None
4. **Public comment** - None
5. **Receipt of Annual Reports** - Reports were received and attached to the minutes.
 - a) Chairs report – Cllr Chamberlain
 - b) Clerk and Responsible Financial Officer – Emma Jenkin
 - c) Highways – Cllr Chamberlain
 - d) Footpaths – Cllr Baker
 - e) Play area – Cllr Treseder
 - f) Community Network – Cllr Spenceley
 - g) Joint Parish Illegal use of Footpaths – Cllr Spenceley
 - h) Kea Community Centre – Cllr Roberts
 - i) Cornwall Councillors -Cllrs Alvey and Dyer
6. **Review of delegation arrangements to working parties:** It was resolved by unanimous agreement that no changes were required.
7. **To review members of working parties :** It was resolved by unanimous agreement to continue with the same working groups as follows:
 - a) Parks – Cllrs Chamberlain, Roberts, Spenceley, Treseder, Verran
 - b) Footpaths – Cllrs Baker, Hill, Verran
 - c) Kea day – Cllrs Chamberlain, Roberts, Spenceley, Verran, Wear
 - d) Finance Committee – Cllr Chamberlain, Treseder, Hill, Johnstone and Alvey.
8. **Review and adoption of standing orders and financial regulations :** Clerk reported that CALC are currently working on a new model Standing Order document and that it would be wise to wait to update the standing orders until CALC had completed theirs. It was agreed that the clerk will inform the council when a new model document is received and at that point a working party will be formed to review the standing orders.

Public comment – A member of the public who had arrived after the start of the meeting was permitted by the chair to speak. He reported that he had come in support of a planning application that he had made and was happy to answer any questions that the councillors had. There were no questions from councillors at this point.

9. **Review of representation of and work with external organisations** – It was agreed that no changes were necessary and arrangements would stay as follows with people alternating attending the Community network meetings.
 - a) Highways joint meeting - Cllrs Chamberlain, Baker and Alvey, Clerk
 - b) Community Network – Cllrs Chamberlain, Alvey and Spenceley, Verran
 - c) Joint Parish Illegal use of footpaths group – Cllrs Spenceley, Chamberlain and Clerk
 - d) Kea Community Centre – Cllrs Roberts, Verran, Spenceley
10. **Review of inventory of land and assets** – Asset register has been updated to show the new park equipment – noted.
11. **Confirmation of Insurance cover – Zurich** : It was agreed that a five year agreement would be suitable. Clerk to arrange.
12. **Review of Councils subscriptions to other bodies** -- It was agreed to continue to subscribe to CALC only.
13. **Review of policies and procedures** – Clerk reported that some policies are now on the website, but all policies need updating, particularly in light of the new data protection regulations. It was suggested that the clerk review one policy per month and bring it to the council for adoption.
14. **Planning**
 - a) To receive and comment on planning applications

PA18/03210 Mr and Mrs Fox, Land Adjacent to Toll Lowarn, Penelewey, Feock, TR3 6QY. Construction of two new glamping/timber cabin/pods as holiday lets. **Proposal:** Kea Parish Council to submit the following comments – Kea Parish Council support this application. Proposed by Cllr Treseder, seconded by Cllr Alvey and agreed by a majority vote.

PA18/02844 Mr and Mrs White, Chycara House, Chyreen Lane, Carnon Downs, TR3 6LG. Porch extension. **Proposal:** Kea Parish Council to submit the following comments- Kea Parish Council support this application. Proposed by Cllr Chamberlain, seconded by Cllr Treseder and agreed by a unanimous vote.

PA18/04019 Mr Brown, 48 Old Coach Road, Playing Place TR3 6ET. Removal of branches from Oak tree. **Proposal:** Kea Parish Council to submit the following comments – Kea Parish Council defer to the professional judgement of the tree officer. Proposed by Cllr Alvey, seconded by Cllr Hill and agreed by a unanimous vote.

PA18/04087 Mr Faulks, Bramshott, Old Coach Road, Playing Place, TR3 6HA. Proposed single storey front extension and associated works. **Proposal:** Kea Parish Council to submit the following comments – Kea Parish Council support this

application. Proposed by Cllr Treseder, seconded by Cllr Verran and agreed by unanimous vote.

PA18/02251 and PA18/02552 Tregothnan Estate, Lime Kiln, Road from Tregothnan Estate to St Michael Penkivel. Installation of a pontoon. **Proposal:** Kea Parish Council to submit the following comment – Kea Parish Council object to this application on the basis that it will have an adverse visual impact to people viewing this part of the AONB from Kea Parish. Kea Parish Council also feel that this development would adversely affect the listed buildings that it would be adjacent to. Proposed by Cllr Chamberlain, seconded by Cllr Spenceley and agreed by a majority vote.

Members of the public left the meeting

- b) To receive and comment on planning applications received too late to be included on agenda: None
- c) To note planning decisions : Noted
- d) Update on any ongoing planning enforcements – It was reported by Cllr Alvey that Parish Councils and Cornwall Councillors will no longer receive updates about ongoing enforcement cases. Cllr Alvey reported that a new enforcement case had been opened regarding the removal of root protection barriers in Old Kea.
- e) To note planning appeals or inquiries - None
- f) To report any planning problems – None

Cornwall Councillors were asked by the Chair to give their monthly reports.

Cllr Dyer reported that the government has asked the National boundary commission to look at the Cornwall boundary review. Cllr Dyer expressed concerns that rural areas may get lost if paired with towns. Cllr Dyer had attended the recent Community network meeting and was concerned that many of the Cllrs in attendance had voted against localism.

Cllr Alvey reported that he now has a new Community chest fund of £2000 and asked that Cllrs let him know of any worthy causes they knew of.

15. **To confirm minutes** of the meeting of the council held on 19th April 2018 and the annual meeting held on 18th May 2017: Minutes were signed as a correct record of the meetings.

16. **Matters arising and clerks report:** Clerk reported that the groundwork has now been undertaken at the park and the new safety signs have been put up. Work has been carried out on the ground near the mast erected by the bus shelter and this was now looking much better. There has been no update regarding the proposed passing place on the road to Coombe, or from Cornwall Council regarding the process for changing the status of a footpath. Clerk has requested quotes for replacing way marker posts and has been in contact with other parish councils regarding their views on LMP. Clerk reported that she has received an email regarding Footpath 12 thanking Kea Parish Council for withdrawing their objections to the legal order to move this path. The officer also asked whether the council would accept the changes agreed in good faith to avoid having to get

a new application drawn up. It was agreed that the Clerk reply to officer with the following comments - Kea Parish Council insist that the legal order is corrected to show the agreed changes.

17. **Specific highways issues:** Cllr Chamberlain reported that he has been contacted about the Coombe Cattle grid by local residents, it appears that some of the bolts have come away from their foundations since the last repairs were carried out and the residents have expressed an interest in having noise recording equipment. Cllr Alvey reports that Environmental health have no jurisdiction with regards to noise from highways. Cllr Chamberlain asked that Cllr Alvey follow this issue up with highways.

It was reported that the verges at Quenchwell crossroads, and coming out of Helston water verges are very overgrown and are now affecting visibility. Clerk to report.

It was requested that the clerk write to Cornwall Council highways department and ask for a definitive answer as to what is going to happen to the bridge on BW 4 that is closed due to damage as it is a through route.

18. **Specific footpaths issues:** None

19. **Play area, MUGA and Skate bowl:** Groundworks have now been finished and the 150 safety mats will be put in next Tuesday. Once the safety mats are in place the fence can come down. It was agreed that the parks working group would meet at the park on 23rd to check the works.

It was agrees that Cllr Treseder buy some additional chippings to put in the driveway to the park. Cllr Treseder explained that 2-3 tonnes of stone would be required and that he would purchase it and get the invoice to the clerk.

20. **Kea Day:** It was reported that the police neighbourhood watch had said that they would provide a display. It was requested that Cllrs to be present at 11am on Kea Day to help to set up and that everyone provide a cake if possible.

21. **Kea Community Centre Car Park:** To consider ideas regarding disabled parking and also to discuss the large tree that restricts visibility when accessing car park. Postponed until the next meeting.

22. **Finance:**

a) To agree and sign cheques for invoices received.

E Jenkin Salary and broadband	-
HMRC (NI and Tax)	not yet calculated
EHS (General Maintenance)	216.00
EHS (Moss spraying)	192.00
CALC (GDPR training)	54.00

- b) To receive budget report
- c) To agree and sign the Annual Governance Statement 2017/18 **Proposal:** To accept and sign the Annual Governance Statement , proposed by Cllr Hill, seconded by Cllr Alvey and agreed by unanimous vote.
- d) To agree and sign the Accounting Statements 2017/18 **Proposal:** To accept and sign the Accounting Statements 2017/18, proposed by Cllr Hill, seconded by Cllr Alvey and agreed by unanimous vote.

23. **Correspondence** –Invitation to join the Mining villages regeneration group –Clerk asked to reply with the following -Thank you for your invitation, but we are happy with our current arrangements. Tree Wardens Letter – noted.

24. **Items for next agenda – Community centre car park and tree.**

25. **Date of next meeting is on 21st June 2018 at 7.00pm at Baldhu Chapel.**

Meeting closed at 8.30pm.

Public copy of minutes available via www.keaparishcouncil.org.uk or on request at Playing Place Post Office

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