

## ILLOGAN PARISH COUNCIL

Minutes of the Planning & Environmental Services Committee held at the Penwartha Hall, Illogan on Wednesday 4<sup>th</sup> February 2015 at 7.00 pm at Penwartha Hall, Voguebeloth.

**PRESENT:** Cllr Pavey (Chairman), Mrs Ferrett and Szoka

**IN ATTENDANCE:** Ms S Willsher (Clerk) and two members of the public (until point mentioned)

The Chairman explained the safety procedures.

### **PM15/02/1 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Ekinsmyth, Ford, Mrs Roberts and Mrs Thompson.

Absent: Cllrs Holmes and Miss Pollock.

### **PM15/02/2 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY WORTH £25 OR OVER**

There were no interests declared.

### **PM15/02/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no requests for dispensations.

Cllrs Holmes and Miss Pollock entered the meeting at 7.02pm.

### **PM15/02/4 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 7<sup>TH</sup> JANUARY 2015 AND THE 21<sup>ST</sup> JANUARY 2015 AND THE CHAIRMAN TO SIGN THEM**

It was proposed by Cllr Pavey, seconded by Cllr Mrs Ferrett and

### **PM15/02/4.2 RESOLVED to receive and approve the Minutes of the Meetings of this Committee held on 7<sup>th</sup> January 2015 and the 21<sup>st</sup> January 2015 and the Chairman to sign them.**

On a vote being taken the matter was approved unanimously.

### **PM15/02/5 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

The Clerk reported that there would a public meeting regarding Neighbourhood Planning on the 19<sup>th</sup> March 2015 in Penwartha Hall. The aim of the meeting would be to create a committee with members of the public to move the neighbourhood plan forward.

The Clerk had met with CEC consultants to discuss the management plan for Manningham Wood.

It was agreed that the item relating to the request for a bus shelter at Tolvaddon would be taken after public participation.

**PM15/02/6 PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 10 MINUTES – EVERY SPEAKER HAS A LIMIT OF 3 MINUTES UNDER THE COUNCIL’S STANDING ORDERS)**

Members of the public explained that they used the bus service. They had experienced a wet, cold and miserable trip to Camborne on the bus in November; coincidentally the Illogan Review was delivered whilst they were in town. The Illogan Review contained an article regarding bus shelters and they felt that a shelter was needed at Tolvaddon to the north of Adelaide stores. They have seen elderly residents, mums with babies etc waiting for a bus at the stop by Penwarne Close and on occasions people have got so wet and cold waiting for a bus that they have given up and gone home. They contacted Cllr Mrs Thompson to request that the Council considered erecting a bus shelter. Penwarne Close is on the bus route and there is a suitable position off of the pavement on a grassed area for the erection of the bus shelter.

**PM15/02/7 TO RECEIVE A REQUEST TO ERECT A BUS SHELTER ON THE LEFT HAND SIDE OF THE ROAD OPPOSITE PENWARNE CLOSE, TOLVADDON AND AGREE ANY FUTURE ACTIONS**

Members considered the request for a bus shelter by Penwarne Close, Tolvaddon, the area and the suitability for a bus shelter. Further to discussion:

It was proposed by Cllr Pavey, seconded by Cllr Mrs Ferrett and

**PM15/02/7.2 RESOLVED that the Clerk would draft a letter to deliver to surrounding properties to gain their feelings on the erection of a bus shelter and she would liaise with Highways to ascertain whether they would support the erection of a bus shelter on the left hand side of the road opposite Penwarne Close.**

On a vote being taken the matter was approved unanimously.

Two members of the public left the meeting at 7.15pm.

**PM15/02/8 TO NOTE PLANNING DECISIONS RECEIVED FROM CORNWALL COUNCIL**

- PA14/10362 – Mrs Sharon Head, 73 Sunnyside Parc, Illogan, Redruth – Conversion of garage into bedroom – APPROVED
- PA14/11407 – Mr Terry Hack and Ms Jill Penny, Apple Tree Cottage, Treloweth Terrace, Park Bottom, Illogan – First floor side extension to existing dwelling - APPROVED

- PA14/09973 – Balanus Assets Ltd, Tolvaddon Business Park, Tolvaddon – Variation of Condition 1 of decision notice PA13/07236 to reflect the updated/revised drawings for the project – APPROVED
- PA14/11145 – Mr David Ball, Illogan Car Centre, Paynters Lane, Illogan, Redruth – Change of use of ground floor of premises from car garage and showroom to A1, A3 and A5 – APPROVED

**PM15/02/9 TO NOTE PLANNING ENFORCEMENT CASES RECEIVED FROM CORNWALL COUNCIL**

**Open Cases**

1 The Woodlands, Tehidy Park, Tehidy, Camborne – Alleged felling of trees

**Closed Cases**

1 The Woodlands, Tehidy Park, Tehidy, Camborne – Alleged felling of trees

**PM15/02/10 TO CONSIDER ARRANGEMENTS FOR WATERING THE FLOWERS IN THE TROUGH AT MARY’S WELL AND AGREE ANY FUTURE ACTIONS**

It was agreed that Cllr Mrs Ferrett would water the flowers in the trough at Mary’s Well. If Cllr Mrs Ferrett was away it would be organised that someone else would water the flowers until she returned.

**PM15/02/11 TO CONSIDER LITTER, DUMPING AND FLYTIPPING IN THE PARISH AND CONSIDER ANY FUTURE ACTIONS**

Members discussed litter and fly tipping. There was a lot of litter and waste around the parish over the Christmas period although it had improved of late. Members felt that the increased litter could have been due to the Christmas break. Further to discussion:

It was proposed by Cllr Mrs Ferrett, seconded by Cllr Pavey and

**PM15/02/11.2 RESOLVED that litter, dumping and fly tipping would be monitored and reviewed in two to three months’ time.**

On a vote being taken the matter was approved unanimously.

**PM15/02/12 TO RECEIVE AN UPDATE FROM CLLR EKINSMYTH ON THE CHARGES AT UNITED DOWNS RECYCLING CENTRE AND FLYTIPPING (AGREED AT MEETING HELD ON 3<sup>RD</sup> SEPTEMBER 2014, MINUTE NO – PM14/09/6)**

It was agreed to defer this item until the next meeting.

**PM15/02/13 TO RECEIVE CORRESPONDENCE FROM CORNWALL COUNCIL REGARDING THE ERECTION OF A BIN IN THE EAST CAR PARK OF TEHIDY COUNTRY PARK AND THE BIN ON THE GRASS AT PENWARTHA AND AGREE ANY FUTURE ACTIONS**

**Penwartha**

Members discussed the possible suitable locations to erect a post to re-site the bin on the grass at Penwartha. Further to discussion:

It was proposed by Cllr Pavey, seconded by Cllr Mrs Ferrett and

**PM15/02/13.2 RESOLVED that the relocation of the bin on the grass at Penwartha is deferred until a suitable new site can be established in consultation with local residents and Cornwall Council.**

On a vote being taken the matter was approved unanimously.

**East Car Park Tehidy Country Park**

Cornwall Council said that there was already a bin in the car park. The bin was a free standing black bin. Members felt that it was unclear to the public that dog waste could be put in that bin. Further to discussion:

It was proposed by Cllr Mrs Ferrett, seconded by Cllr Szoka and

**PM15/02/13.3 RESOLVED that the Clerk would write to Cornwall Council and request that they made it clearer that the bin in the East Car Park of Tehidy Country Park could be used for litter and dog waste.**

On a vote being taken the matter was approved unanimously.

**PM15/02/14 TO RECEIVE A REQUEST FROM THE DEVOLUTION IMPROVEMENTS WORKING GROUP (NOW THE ILLOGAN PARK IMPROVEMENTS WORKING GROUP) AND CONSIDER ERECTING TWO BINS IN ILLOGAN PARK; ONE BY THE DOUBLE GATE AND ONE OPPOSITE, CONSIDER HOW TO EMPTY AND AGREE ANY FUTURE ACTIONS**

It was agreed to defer this item until the nearer the completion date for the transfer of the freehold.

**PM15/02/15 TO RECEIVE THE RECOMMENDATIONS FROM THE DEVOLUTION IMPROVEMENTS WORKING GROUP (NOW THE ILLOGAN PARK IMPROVEMENTS WORKING GROUP) FOR A PLAN OF ACTION FOR ILLOGAN PARK ONCE THE FREEHOLD HAS BEEN TRANSFERRED TO ILLOGAN PARISH COUNCIL AS BELOW AND AGREE ANY FUTURE ACTIONS:**

**to recommend to the Devolution Committee that the following action plan is implemented at Illogan Park once the freehold has been transferred to Illogan Parish Council:**

- **Keys – change the locks on the referees room and the main door to the changing room and get eight sets of keys cut;**
- **Grass cutting - the whole area is cut once a month between April and October and three times between October and March. The Clerk would draft a tender document for the Planning and Environmental Services to approve and that she would ensure that it included a degree of flexibility;**
- **That the hedges and garden areas are kept tidy;**
- **That a gas canister would be purchased as and when needed;**
- **The Clerk would contact Cornwall Council and obtain details of all of the utility supplies, including the suppliers and location of the meters. The Clerk would take meter readings as soon as the freehold has been transferred to Illogan Parish Council;**
- **The Football, Rugby Club and Mr A Baker would continue to clean the changing rooms and toilets;**
- **To request that the Planning and Environmental Services Committee consider erecting two bins in the park – one by the double gate and one opposite and to consider how to empty them;**
- **To consider completing some maintenance on the toilets to bring them into a functional condition. The Football and Rugby Clubs would provide the Clerk with a list of works required, the Clerk would then draft a tender document for approval by the Planning and Environmental Services Committee;**
- **That the Illogan Park Improvements Working Group meets regularly; and**
- **That a visit to St Erme to see their facilities is arranged.**

The Clerk reported that the Council needed to agree when the transfer of the freehold of Illogan Park would be completed. It was suggested that the date should be once the Council have appropriate contractors etc in place for the maintenance of the Park.

It was proposed by Cllr Pavey, seconded by Cllr Mrs Ferrett and

**PM15/02/15.2 RESOLVED to receive and approve the recommendations of the Devolution Improvements Working Group (now the Illogan Park Improvements Working Group) as detailed below and that the Clerk commences drafting the tender**

**documents and obtaining quotes etc and that the completion date will be deferred until the next meeting for further information:**

- ***Keys – change the locks on the referees room and the main door to the changing room and get eight sets of keys cut;***
- ***Grass cutting - the whole area is cut once a month between April and October and three times between October and March. The Clerk would draft a tender document for the Planning and Environmental Services to approve and that she would ensure that it included a degree of flexibility;***
- ***That the hedges and garden areas are kept tidy;***
- ***That a gas canister would be purchased as and when needed;***
- ***The Clerk would contact Cornwall Council and obtain details of all of the utility supplies, including the suppliers and location of the meters. The Clerk would take meter readings as soon as the freehold has been transferred to Illogan Parish Council;***
- ***The Football, Rugby Club and Mr A Baker would continue to clean the changing rooms and toilets;***
- ***To request that the Planning and Environmental Services Committee consider erecting two bins in the park – one by the double gate and one opposite and to consider how to empty them;***
- ***To consider completing some maintenance on the toilets to bring them into a functional condition. The Football and Rugby Clubs would provide the Clerk with a list of works required, the Clerk would then draft a tender document for approval by the Planning and Environmental Services Committee;***
- ***That the Illogan Park Improvements Working Group meets regularly; and***
- ***That a visit to St Erme to see their facilities is arranged.***

On a vote being taken the matter was approved unanimously.

**PM15/02/16**

**TO RECEIVE RESPONSES FROM NEARBY RESIDENTS REGARDING THE POSSIBLE ERECTION OF A BUS SHELTER ON TREVELYAN ROAD AND AGREE ANY FUTURE ACTIONS**

It was agreed to defer this item until the responses had been received regarding the request for a bus shelter at Tolvaddon.

**PM15/02/17 TO RECEIVE THE 2015 LOCAL MAINTENANCE PARTNERSHIP (LMP) GRANT OFFER FROM CORNWALL COUNCIL AND AGREE ANY FUTURE ACTIONS**

The Clerk reported that the grant offer from Cornwall Council for 2015 was the same as the grant offer for 2014. Members asked the Clerk to check the footpaths that were included in the cutting schedule.

It was proposed by Cllr Pavey, seconded by Cllr Mrs Ferrett and

**PM15/02/17.2 RESOLVED to receive the 2015 Local Maintenance Partnership (LMP) grant offer from Cornwall Council.**

On a vote being taken the matter was approved unanimously.

**PM15/02/18 TO CONSIDER CORRESPONDENCE UP TO THE DATE OF THE MEETING, AGREE RESPONSES AND ANY APPROPRIATE ACTIONS**

1. Cornwall Council – Draft Renewable Energy Supplementary Planning Document Consultation – consultation is open until the 27<sup>th</sup> March 2015
2. Cornwall Council – Local Government Ombudsman – Not in my back yard: Local people and the planning process – Focus report: learning lessons from complaints

**PM15/02/19 TO RECEIVE A REPORT FROM CLLR EKINSMYTH AND THE CLERK REGARDING THE FIELD BEHIND COLBORNE AVENUE AND AGREE ANY FUTURE ACTIONS**

The Clerk reported that she had been unable to find out any information. Cllr Ekinsmyth had emailed in his absence that he had not found any further useful information and that he would keep his eye on the situation.

**PM15/02/20 TO NOTE ANY INFORMATION REGARDING THE LAND AT MARY'S WELL AND AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

There was no information.

**PM15/02/21 TO RECEIVE AN UPDATE ON LAND AT MILLGRIST MEADOW AND AGREE ANY FUTURE ACTIONS**

Cllr Ekinsmyth had emailed in his absence that Millgrist Meadow was moving forward slowly.

**PM15/02/22 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

Members requested that at the next meeting an update was received from Cllr Ekinsmyth on the development on the land to the East of Trevelyan Road.

**PM15/02/23 DATE AND TIME OF NEXT MEETING**

The next meeting would be held before Full Council on Wednesday 18<sup>th</sup> February 2015 in Penwartha Hall if any planning applications were received.

**PM15/02/24 THAT UNDER THE 1960 PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT THE PRESS AND PUBLIC ARE EXCLUDED DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED**

It was proposed by Cllr Mrs Ferrett, seconded by Cllr Szoka and

**PM15/02/24.2 RESOLVED that under the 1960 Public Bodies (Admission to Meetings) Act the press and public are excluded due to the confidential nature of the business to be discussed.**

On a vote being taken the matter was approved unanimously.

**PM15/02/25 TO RECEIVE A REPORT FROM THE CLERK REGARDING THE MANAGEMENT PLAN AT PARSONAGE WELL AND THE ADDITIONAL TRIMMING COST, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was agreed to defer this item until the costs had been received in writing and the contractor had signed and returned a copy of the letter sent to him amending his contract.

**PM15/02/26 TO RECEIVE SHORTLISTED QUOTATION/TENDERS AND REFERENCES FOR THE BENCHES AT MARY'S WELL, NOTICE BOARDS AT TOLVADDON AND PARK BOTTOM, AGREE ANY FUTURE ACTIONS, APPOINT A CONTRACTOR AND APPROVE ANY ASSOCIATED EXPENDITURE**

It was proposed by Cllr Pavey, seconded by Cllr Szoka and

**PM15/02/26.2 RESOLVED that Ben Daddow is awarded the contract to replace the benches at Mary's Well with the Jubilee Phoenix benches as per the tender document submitted.**

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Pavey, seconded by Cllr Szoka and

**PM15/02/26.3 RESOLVED that The Conservation Volunteers (TCV) are awarded the contract to erect a notice board at Park Bottom as per the tender document submitted and Coastline Service Limited is awarded the contract to erect a notice board at Tolvaddon as per the tender document submitted.**

On a vote being taken the matter was approved unanimously.



**PM15/02/27 TO RECEIVE A REPORT FROM THE CLERK ON THE FENCE AT THE SIDE OF THE PATH FROM MANNINGHAM WOOD TO THE CHURCHYARD, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Members asked the Clerk to check the lease for the path from Manningham Wood to the Church and report to the next meeting of this Committee.

There being no further business the Chairman closed the meeting at 8.25pm.

Signed: .....

Date: .....