

# Forrabury & Minster Parish Council



**Minutes :12<sup>th</sup> October 2017**

Page 1 of 3

**Present** Cllr Hockin, Cllr Ferrett, Cllr Rodda, Cllr Edwards, Cllr Simmonds, Cllr Brewer, Cllr Chater, Cllr Bright, Cllr Jordan.

**14.01 Apologies** - Cllr Haddy & Cllr Jarvis

**14.02 Declarations of Interest** –

Cllr Edwards requested dispensation to council to be allowed to speak but abstain from voting on agenda item Bus Shelter.

Cllr Ferrett requested dispensation to council to be allowed to speak but abstain from voting on agenda item Bus Shelter.

Cllr bright declared an interest in Bus Shelter.

**14.03 Public Participation** – four members of the public present

A member of the public asked about the Bottreaux garage site re the refusal by highways for the supporting bank, stability of access road, pavement not up to standard by today's standards and where is the sewage going to go. Chair asked for the questions to be noted and responded to under planning.

**14.04 Planning - To consider planning applications received**

Clerk advised that an application had been received but with no detailed drawings available and he had raised this with the planning officer.

The chair invited Chris Willard to speak and outline the approved works that had commence don the Bottreaux Garage site. 14 house are planned a mix of family homes 2 of which are deemed to be affordable. Cornwall Council have issued a lawful start certificate and some ground works have commenced. Approved drawings for surface water run-off from which the discharge will be via attenuation into the river Jordan. Foul sewage will be connected to SWW drainage system. Access road will be block paved to aid natural drainage with speed bumps also used to deflect water runoff in to the drainage system. Cllr Jordan will help to identify the issue of lawful start certificate and the approved drawings.

**14.05 To consider any other planning applications received by time of meeting**

None received

**14.06 Minutes**

Minutes of the meeting held on 14<sup>th</sup> September 2017 - Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Chater. All in favour. Cllr Bright abstained not at meeting.

Minutes of the meeting held on 28<sup>th</sup> September 2017 - Cllr Ferrett proposed the minutes be accepted as a true record. Seconded by Cllr Simmonds. All in favour. Cllr Bright & Cllr Chater abstained not at meeting.

**14.07 Matters to report (only) from previous meetings minutes**

Nothing raised.

**14.08 Items from previous meeting**

Adrian Prescott (Clerk)

Signed Chairman.....

# Forrabury & Minster Parish Council



Minutes :12<sup>th</sup> October 2017

Page 2 of 3

Highways – The wooded area alongside the emergency access road from the car park is strewn with litter also a cobble is very loose at the left hand entrance to the harbour these to be raised with the National Trust. On Forrabury Hill a small tree has fallen partially into the road, Cllr Ferrett will advise the property owner.

The issue of caravans becoming stuck on the lane into Trevalga Cornwall Council have a standard signs which do not clearly indicate the problem. Alternative signs and locations may be needed.

Parish Fund/Toilets – Cllr Chater reported the Annual meeting of the CIC has been held and the committee are pleased with how things have gone. Financially over the past 9 months a loss of £400 has been made however new cost saving measures are due to be implemented including water free urinals. The insurance is to be increased to cover the payment machines; the current tenancy agreement is to be changed to a lease agreement. The CIC are keen to get involved in other community schemes.

Castle Site – Cllr Rodda reported work is progressing well and would like to clear the metal rubbish unearthed and provide steps beyond the mound down to the river. 2or 3 people have expressed an interest in getting involve and he hopes to set a steering group.

Works around the village including car park – The wooden seat slats at the top of Fore Street have rotten away. Cllr Ferrett said he would make the repairs. Cllr Chater proposed the council reimburse Cllr Ferrett for the materials upto £60. Seconded by Cllr Simmonds. All in favour. Cllr Bright reported that lighting the car park and keeping access to the footpaths from the car park had not be provide during the recent beer and music festival. Cllr Simmonds proposed the clerk to write to Mr Leeds with their concerns. Seconded by Cllr Chater. All in favour.

Bus Shelter – The clerk advised that air quality monitoring is being arranged for some time after the October schools half term.

National Trust – The clerk has arranged a meeting with the National Trust, the BCTC and the CIC and Parish Council to discuss, extra parking in the playing field, clearance of area beneath trees and the possibility of picnic benches alongside emergency access from the car park. This will be held in the Visitor Centre on Wednesday 15<sup>th</sup> November at 2pm to avoid a large meeting Cllrs Hockin and Bright will represent the Parish Council.

Motorcycle Parking – Cllr Simmonds reported on the recent site visit which identified the need for easier Motorcycle parking and potential for some seating this could be created by hard surfacing the entire area. Cllr Ferrett proposed the council enquire with Cornwall Council if this could be done. Seconded by Cllr Brewer. All in favour.

Dog warden – The chair reported he has had problems with dog fouling on his small front lawn. The Dog warden training has been completed and is just awaiting his identification documents and authorisation certificate to issue fixed penalty notices for £100 this also includes littering. Clerk asked to chase up CC re documentation. The Fixed penalty fine is split 50/50 between Parish and Cornwall Councils.

Traffic Warden – Councillors asked to monitor Traffic Warden attendance around the village.

Environmental Health – Cllr Chater showed councillors a UK version of the notice Cllr Jarvis had previously presented.

Playground - Cllr Edwards had reported to her that there was dog mess and bags of used nappies in the playground area. Skateboard ramp needs repair and this is being addressed.

Adrian Prescott (Clerk)

Signed Chairman.....

# Forrabury & Minster Parish Council



Minutes :12<sup>th</sup> October 2017

Page 3 of 3

## 14.09 Items since last meeting

Remembrance Sunday – Cllr Chater proposed the Council provide £25 for a wreath. Seconded by Cllr Brewer. All in favour.

## 14.10 Correspondence –

The Councillors had copies of all relevant correspondence.

Clerk to include electoral boundary areas for next meeting.

## 14.11 Planning Decisions – none received

## 14.12 Reports

Cornwall Councillor – asked about laying a wreath on Remembrance Sunday. He has obtained consent that the tress/shrubs overgrowing the neighbour's garden can be cut back from their side.

Chair – nothing further to report.

Clerk – nothing further to report.

## 14.13 Finance

### Approval of cheques for payment

<u>Category</u>	<u>Sub category</u>	<u>Amount</u>	<u>For</u>
Administration	Salary	£992.75	Salary (Sept)
Administration	Expenses	£22.68	Expenses (Sept)
Administration	Expenses	£6.20	Litter collector expenses (Oct)
Open Spaces	Litter	£465.00	PC & NT Litter Collection (Oct)
Administration	Dogwarden	£135.00	Body Camera

Cllr Simmonds proposed that the council approve the amounts as listed for payment. Seconded by Cllr Ferrett. All in favour. Cllr Hockin abstained. Resolved.

## 14.14 Items for next meeting

- Highway Issues including rubbish
- Parish fund/ toilets
- Castle site
- Works Around the village including car park
- Bus Shelter
- National Trust
- Motorcycle Parking
- Dog warden/dog fouling
- Environmental Health/degradation of rubbish at sea.
- Playground
- Cornwall Electoral Boundary review

With no further business the Chairman closed the meeting at 8.50pm.

**Date of next monthly meeting Thursday 9<sup>th</sup> November 2017**

Adrian Prescott (Clerk)

Signed Chairman.....