

MINUTES of the ORDINARY MEETING of ST JUST-IN-PENWITH TOWN COUNCIL held in the Council Chamber, Council Offices, 1 Chapel Street, St Just on Monday 24 February 2014 at 7.15 p.m.

PRESENT

Councillor K McFadden - Town Mayor  
Councillor T N McFadden – Deputy Mayor

COUNCILLORS

B Clemens	F Morris
F Cock	D Roberts
T McFadden	G Roberts
Mrs G McQueen	

TOWN CLERK

Elaine Baker

ALSO IN ATTENDANCE

Sue James, Cornwall Councillor  
Local residents Carnyorth Terrace in respect planning application PA14/00888 land r/o 6 Carnyorth Terrace, Carnyorth.

TC.314 PUBLIC ADDRESS AT COUNCIL MEETINGS

None.

TC.315 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs Blundy, Cllr Nicholls and Cllr Mrs Salmon.

TC.316 DECLARATIONS OF INTERESTS

Cllrs Mrs McQueen declared a non-disclosable interest in minute no. TC323/14 (Pilot Local Neighbourhood Project) as she was involved in the delivery of the project and agreed to withdraw from the meeting for its consideration.

TC.317 DISPENSATIONS

None.

TC.318 MINUTES

RESOLVED: That the minutes of the Ordinary Meeting of the Town Council held on 10 February 2014 be approved as an accurate record and signed by the Town Mayor.

TC. 319 MATTERS ARISING

On minute no. TC/29714 (Fly Tipping, Tregeseal), the Town Clerk reported that she had not been able to progress matters since the last meeting as the officer at Cornwall Council had been on leave. It was hoped to bring the item back to the next Council meeting on 10 March 2014.

(Action by : Elaine Baker)

TC.320 REPORT OF THE TOWN MAYOR, DEPUTY TOWN MAYOR AND TOWN COUNCILLORS

The Deputy Town Mayor reported that he had attended the public meeting regarding St Just Library on 13 February 2014 which would be the subject of a verbal report in the confidential part of the agenda.

TC.321 REPORT OF THE POLICE OFFICER

The Town Council received the report of the Police Officer for the period covering 23 January to 20<sup>th</sup> February 2014. During that period there had been 11 reported crimes which compared to 15 for the same period last year. These included:-

- 2 Thefts from Motor Vehicles
- 1 Theft (Shop Lifting)
- 1 Complaint re: Dogs
- 1 Burglary
- 1 Criminal Damage to Vehicle
- 4 ABH
- 1 Sexual Assault

TC.322 REPORT OF THE CORNWALL COUNCILLOR

Cllr Mrs James presented her report of county matters which included the following items:-

**St Just Library**

Over 100 people attended the public meeting to hear views on the opening hours at St Just Library being reduced by nine hours to just one whole and two half days. Those who attended were passionate about their local library and stated that they did not want the hours cut, and whilst they were prepared to support the library by setting up a 'Friends' group, they were reluctant to see staffing replaced by volunteers or an automated withdrawal system. The challenge for Cllr Mrs James was to negotiate within the budget constraints of the Council, as a whole, a way forward. Cllr Mrs James had held a number of conversations with people inside and outside of the Council ahead of a meeting with the Head of Service and the relevant Cabinet Member on 4 March to which the Clerk and Mayor have been invited.

The advantage of a 'Friend's group, was that it might be able to draw in funding that the Council could not which may prove useful as budget pressures seemed set to continue. Two campaign events were to be held: 'Love St Just Library Friday' on 28 February where people were being encouraged to come along and take out their limit of items and therefore demonstrate electronically how much local people want the library to stay, as it

is. On Saturday 1 March at midday, a 'Hands off our Library' event where people planned to come together, hold hands and wrap themselves around the Library building. A Facebook petition had also been set up which currently had over 500 signatures.

### **Sports Hall**

The Sports Hall, in the grounds of Cape Cornwall School, was set up in 2000, in very different times economically than today. The vision then was for a project to enhance sports facilities available to the pupils of Cape Cornwall Secondary School and provide a facility for local people outside of the school day. Grants to provide the facility were given, on that basis, and the Education Grant Funding Formulae lent itself to Cornwall Council being able to provide funding for the school's use, without affecting their mainstream budget. However, due to changes in funding for schools, and the low pupil numbers at Cape at present, the £16,000 the Sports Hall would have expected to receive was not now available. The Sports Centre Committee was understandably concerned about this situation and whilst Cornwall Council's Legal Department was clear that there was no legal obligation for the money to be provided out of other Cornwall Council budgets, the Committee understandably felt that there was a moral obligation to support the centre. The Committee was working towards becoming self financing but it was unlikely the schools own budgets would stretch sufficiently far enough to plug the funding gap this year. Cllr Mrs James reported that she had provided the Committee with details on potential funding streams and was working with them on other possibilities of gaining some Council funding support. However, it was likely that they would end up with a funding gap, at least in the short term, so any ideas or support the Town Council could offer would be welcomed by the Committee.

### **Future European Funding**

Cornwall Council, in conjunction with the Local Enterprise Panel, would have significant European money coming on stream in the next few years. As with any funding, it was important for communities to know how to bid and Cllr Mrs James suggested that the Town Council might like her to arrange a meeting with key players from Cornwall Council to discuss the implications which could assist in supporting growth in our local economy and be a vital boost to a growth in local jobs.

### **Strategic Housing Land Availability Assessment (known as SHLAA)**

Cllr Mrs James referred to the document which had been published last autumn and which identified land that had been put forward for housing development throughout the parish. Whilst the published document did not provide guarantees that planning permission would be granted, in the absence of a Local Plan, there was evidence that developers in other parts of the county were coming forward with housing schemes on areas that communities would prefer not to see housing.

As the SHLAA was not easily accessible on the website, Cllr Mrs James suggested that the Town Council might like to consider the sites put forward, either at an informal meeting or at a future formal Town Council meeting. Senior planning staff had confirmed that the document produced following the public consultation on exception sites within St Just town in May 2010, had no planning weight today and did not cover areas outside of St Just town.

TC.323 PILOT NEIGHBOURHOOD LOCAL PROJECT

In accordance with paragraph 3.5(a) of the Code of Conduct, the Chairman exercised his discretion to allow Cllr Mrs McQueen to address the Council on the item before withdrawing from the meeting for consideration of the item.

Cllr Mrs McQueen advised the Council that two meetings of the Project Steering Committee had been held and that the intention of the project was to work with the Town Council, local groups and partner agencies for the benefit of the parish.

There were three parts to the project:-

- a dedicated phone line manned by a group of local volunteers which would provide support to local residents e.g. undertake shopping etc.;
- “Drop in” community hub / community cafe to be established in Pendeen; and
- Signposting – development of a comprehensive directory of organisations / agencies.

A meeting had been held on 17 February at St Just Age Concern with Andy Brelsford, Volunteer Cornwall which had discussed the development of projects carried out by active / engaged citizens. A representative from the Church of England Diocesan was also in attendance.

Cllr Mrs McQueen referred to a project entitled “Penwith Pioneer Project” which was supported by Cornwall Council, Age UK and the Kernow Clinical Commissioning Group which could potentially be the “building blocks” for a local project and under which potential financial support for the project was available. Initially, a dedicated telephone line, accommodation and leaflets would be required to establish the project on the ground. The intention was to potentially locate the “drop in” centre in the Village Hall, Pendeen and the funding from the Pioneer Project would be used to fund the rental costs. Cllr Mrs McQueen stated that the group hoped the Town Council would assist with the signposting of the project and suggested that the next step would be to establish a special interest group to develop the project. At present 12 individuals had expressed an interest in volunteering for the project.

At this point Cllr Mrs McQueen withdrew from the meeting.

The Town Council considered its response to the presentation it received from Crystal Wakefield at the last meeting on a pilot Volunteer Scheme for St Just and Pendeen. (Min no. TC291/14 refers), and in light of the additional information provided by Cllr Mrs McQueen.

Whilst the Town Council acknowledged the work that had so far been undertaken in respect of the project, and the continuing discussions with other partner agencies it was concerned about a number of issues including lack of accountability, proper governance and the safeguarding of volunteers and clients and potential exposure to risk and therefore

RESOLVED: That, Ms Wakefield be advised that as the group was not formally constituted, at this stage in its development the Town Council could not support the project.

(Action by : Elaine Baker)

TC.324 ST JUST STREETS – NO WAITING AT ANY TIME RESTRICTIONS (REGION WEST)

The Town Council considered a consultation from Cornwall Council regarding a proposal to remove the existing limited waiting bay and to introduce no waiting at any time restriction at Carn Bosavern, St Just to make provision for a refuge in the centre of the carriageway. In addition, a proposal to implement no waiting at any time to protect the Cape Cornwall Street and Chapel Road junction in order to improve traffic movements through the junction.

RESOLVED: That Cornwall Council is

- (i) advised that the Town Council has no objection to the proposals; and
- (ii) that the issue of encroachment on to the public highway by the owner of 21 Cape Cornwall Street be investigated on the grounds of safety to pedestrians.

(Action by : Elaine Baker)

TC.325 PENDEEN WAR MEMORIAL

The Town Council reported that a request had been received from a local resident that maintenance work should be carried out on the Pendeen War Memorial. Following further investigation it had come to light that the Council at its meeting on 10 November 2003 had agreed to take on responsibility for the maintenance of the war memorial and therefore a quotation had been received from Far West Gardening Services in respect of repairs and maintenance that was currently required.

The Town Clerk also sought the Town Council's approval to formalising the arrangement by adding the maintenance work to the grass cutting contract when it was due for renewal in July 2015. In the meantime maintenance would be carried out on an ad hoc basis.

RESOLVED : That

1. The quotation from Far West Gardening Services of £120.00 in respect of maintenance and repair work to the Pendeen War Memorial be approved; and
2. That maintenance of the war memorial is added to the Grass Cutting Contract when due for renewal in July 2015.

TC.326 PUBLICATION SCHEME

RESOLVED: That the updated Publication Scheme be approved and placed on the Council's website.

TC.327 POLTAIR CONSULTATION – REVISED WORKSHOP DATE

RESOLVED: That Cllr Mrs Blundy is appointed as the Town Council's representative at the workshop on Wednesday 12 March 2014.

(Action by : Elaine Baker)

TC.328 CAMPAIGN TO PROTECT RURAL ENGLAND (CPRE) - CORNWALL

The Town Council considered an invitation from the CPRE to become a member of the organisation.

RESOLVED: That the invitation from the CPRE be not accepted.

TC.329 APPLICATION TO USE THE PLAIN-AN-GWARRY

RESOLVED: That the application from the Miracle Theatre Company to use the Plain-an-Gwarry on 21 August 2014 is approved.

(Action by : Elaine Baker)

TC.330 REVIEW OF CHILDREN'S HEALTH & WELLBEING SERVICES – PHASE TWO INVITATION

The Town Council considered an invitation from the Kernow Clinical Commissioning Group to participate in two workshops on 19 March and 10 April 2014 regarding a review of children's health and wellbeing services.

RESOLVED: That Cllr Mrs Cock is appointed as the Town Council's representative at the two workshops, and that it be an approved duty for the payment of expenses.

(Action by : Elaine Baker)

TC.331 INTERNAL AUDIT COMMITTEE

The Town Council received the minutes of the meeting of the Internal Audit Committee held on 14 February 2014.

Cllr T McFadden, Deputy Chairman of the Committee reported that the Internal Auditor was extremely pleased with the work that had been undertaken by the Town Clerk in updating the Council's financial processes and procedures which were now all satisfactory. The Town Council expressed its thanks to the Town Clerk.

RESOLVED: That the recommendations contained in the minutes be approved.

(Action by : Elaine Baker)

TC.332 FINANCE

(a) Financial Assistance

The Town Council considered a report by the Town Clerk regarding two applications for financial assistance from the Plen Project and the Pendeen Rally.

RESOLVED: That the following grants be awarded

- |     |               |  |
|-----|---------------|--|
| (1) | Plen Project  | £1,000.00 (on the receipt of confirmation of match funding and submission of recent accounts.) |
| (2) | Pendeen Rally | £500.00 (confirmation to be sent to the Town Council following purchase of the equipment.)     |

(Action by : Elaine Baker)

(b) Accounts for Payment

RESOLVED: That the accounts to the value of £4,266.74 be approved for payment.

(Action by: Elaine Baker)

(c) Grant Feedback / Letters of Thanks

None received.

TC.333 PLANNING

(a) Applications

**PA14/00749** Proposed replacement rear extension, re-roofing of front roof slope and replacement front door at 14, Bank Square, St. Just. Applicant: Miss K. Prosser. **(T Cl no objection)**

**PA14/00924** Variation of Condition 2 attached to PA13/06715 (dated 25<sup>th</sup> July, 2013) for a minor material amendment to include alterations to the design to minimise flooding, a larger heating system and internal layout alterations at Tregeseal House, 5, No Go By Hill, Nancherrow, St. Just. Applicants: Mr. & Mrs. Ian Steer. **(T Cl no objection)**

**PA14/00704** Installation of 31.5kw of solar photovoltaic panels comprising a total of 126 distributed across 3 elevations. 18kw (72 panels) across the largest south facing roof of the school, and 6.75kw (27 panels) either side of the kitchen roof at St. Just Primary School, Bosorne Road, St. Just. Applicant: Mr. David Stevens. **(T Cl Strongly support)**

**PA14/00888** Construction of a detached building at rear of 6, Carnyorth Terrace, St. Just. Applicants: Mr. & Mrs. D.P. Anderson. **(T Cl Strong objection as the proposal would, if approved, would set an unacceptable precedent in the conservation area, over development of the site, highways issues, unacceptable design of the building)**

**PA13/11641** Trimming of a sycamore and cutting down of a willow at 4, Tregeseal Terrace, Tregeseal, St. Just. Applicant: Ms. Lindsey Butterfield. **For Information Only.**

**PA13/11469** Reconstruction of timber stable/cart store in natural stone on stables adjacent to Nanquidno Cottage, Nanquidno, St. Just. Applicant: Mr. A. Thomas. **(T Cl no objection)**

**PA14/01050** Rear 2-storey extension (renewal of lapsed permission PA10/05161) at 7, Trewellard Road, Pendeen. Applicant: Mr. Duncan Adams. **(T Cl no objection)**

(b) Decisions

**PA13/10463** Proposed change of use from garage to art gallery and construction of caretaker's flat at Chennals Garage, North Row, St. Just. Applicants: Mr. & Mrs. K. Jackson. **Approval** (T. Cl. Strong support).

**PA13/11392** Submission of details to discharge Condition 8 attached to Decision Notice PA12/08269 at Ballowall Terrace, Carn Bosavern, St. Just. Applicant: Sanctuary Housing Association. **S52/S106 and discharge of condition apps. For Information Only.**

**PA13/11631** Construction of rear single storey conservatory at 31, Cape Cornwall Street, St. Just. Applicant: Mr. C. Chapman. **Approval** (T. Cl. No Objection).

**PA13/10502** Replacement conservatory and new chimney at Carminowe Farm, Pendeen. Applicant: Mr. P. Dickinson. **Approval** (T. Cl. No Objection).

**PA13/11679** Certificate of Lawfulness for the proposed commencement of the conversion of a building to a dwelling (under reference 09-0976-P). Applicants: Mr. & Mrs. N. McFadden. **Granted (CAADs and LUs only). For Information Only.**

**PA13/11767** First floor rear extension including a rooflight at 9, Chapel Street, St. Just. Applicant: Mr. Tommy Hosking. **Approval** (T. Cl. No Objection).

**PA14/00039** Rear first floor extension over existing ground floor flat roof extension. Applicants: Mr. & Mrs. Paul Quayle. **Approval** (T. Cl. No Objection).

TC.334 INFORMATION ITEMS

The Town Clerk reported that Town Councillors had received an invitation to participate in the annual St Piran in Penwith celebrations on 4th March 2014.

TC.335 MATTERS FOR REPORT

Cllr Mrs Cock commented on the improved website which had recently been launched. The Town Council expressed its thanks to the Town Clerk.

TC.336 EXCLUSION OF PRESS AND PUBLIC

RESOLVED – that under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the press and the public be excluded from the meeting for consideration of the following item because of the confidential nature of the business to be transacted.

TC.337 STAFF APPRAISAL PROCESS

The Town Clerk reported that the annual staff appraisal process had been completed satisfactorily with no issues having been raised.

RESOLVED: That the satisfactory completion of the appraisal is noted and actions supported.

(Action by : Elaine Baker)

TC.338 ST JUST LIBRARY

The Deputy Mayor reported on his attendance at the public meeting on 13 February 2014 which had been organised by Cllr Mrs James to discuss the proposed reduction in opening hours. The Deputy Mayor outlined the reasons why Cornwall Council had taken the decision to reduce the opening hours which was largely due to the continuing reduction in footfall.

The Town Clerk reported that she and the Town Mayor were due to attend a meeting with the Cabinet Portfolio Holder, Head of Service for Libraries and Cllr Mrs James on 4 March 2014 to discuss the impact of the reduction in hours on the TIC provision during the summer season, and in particular the additional funding provided by the Council to provide extended opening hours.

Meeting closed at 8.55 p.m.

Town Mayor