

MINUTES OF THE ST ISSEY PARISH COUNCIL AGM AND MONTHLY MEETING HELD IN THE OSBORNE ROOM AT 7.30PM ON MONDAY 15th MAY 2023.

AGM:

Election of Chair:

Cllr G Henwood proposed Cllr P Hammett as Chairman, seconded by Cllr N Carhart, all in favour. Cllr P Hammett accepted and signed the declaration of acceptance of office.

Election of Vice-Chair

Cllr G Henwood proposed Cllr A Heard, seconded by Cllr P Hammett, all in favour. Cllr A Heard accepted the office of Vice-Chair and signed the declaration of acceptance of office.

Election of Representatives:

St Issey Village Hall reps: Cllr G Henwood and Cllr A Heard. Agreed by all

Camel Trail Rep: To be agreed at the next meeting.

Play Park Rep: Cllr R Ballard. Agreed by all

Harbour Commissioners Reps: Cllr J Carhart. Agreed by all, but will need to be agreed by Cllr J Carhart. To be agreed at next meeting. Clerk to request minutes as these have stopped being sent.

St Issey and Little Petherick Working Party – P Hammett, A Heard, G Henwood, K Hawkins, E Ballard, C Ivins, G Hawkins, A Chadwick

Monthly Meeting:

Present: Cllrs P Hammett (Chairman), A Heard (Vice-chair), N Carhart, D Heard, K Hawkins, C Ivins, G Henwood, E Ballard, County Cllr S Rushworth, Miss J. Wilson (Clerk).

The Chairman welcomed everyone to the meeting.

100/23 Apologies: Cllrs. S Sleep and J Carhart.

101/23 Declaration of Interests in Items on the Agenda:

Cllr P Hammett declared an interest in planning application PA23/03584.

102/23 Matters Arising from the minutes of the meeting held on 17th April 2023

To contact PCSO Wherry regarding parking on the pavement in St Issey, particularly by Menhennick House in St Issey.

103/23 Signing of minutes

The minutes of the meeting held on the 17th April 2023 were agreed as a true record of the meeting and approved then signed by the Chairman.

104/23 Public Participation

There were no members of the public present at the meeting.

105/23 County Councillor's Report:

Cllr S Rushworth covered the following issues in his report:

- The parking charges will come under scrutiny.
- Spaceport is likely to keep going for another two years.
- Veterans day in Falmouth – CC will underwrite it for £0.5m so it can go ahead.

Planning

106/23 Planning Decisions:

[PA23/01425](#) Higher Mellingey Mellingey Road St Issey Wadebridge Cornwall PL27 7QU. Conversion of and extension to, a small redundant former stable building to habitable accommodation, attached in ownership to Higher Mellingey (revision to previous application PA22/03078)

Approved.

[PA23/01426](#) Higher Mellingey Mellingey Road St Issey Wadebridge Cornwall PL27 7QU. Listed Building Consent for the conversion of and extension to, a small redundant former stable building to habitable accommodation, attached in ownership to Higher Mellingey (Revision to previous application PA22/03079)
Approved

107/23 Other planning (No consultation required – for information only):

None.

108/23 Planning Applications:

[PA23/03647](#) The Cottage (Gregory) Trenance Road St Issey Wadebridge Cornwall PL27 7QX. Proposed single storey extension to rear elevation of existing detached dwelling, to provide additional bedroom and end suite bathroom.

Cllr K Hawkins proposed support, seconded by Cllr N Carhart, all in favour.

[PA23/03111](#) Plot 23 Rosehill Rosehill Little Petherick Wadebridge Cornwall PL27 7QT. Change of Use from Restricted Holiday Unit to Full Residential Use as Dwelling house.

Cllr G Henwood proposed support, Cllr E Ballard seconded, all in favour.

Cllr P Hammett declared an interest and left the meeting. Cllr A Heard took the chair.

[PA23/03584](#) Simons Cottage Burgois St Issey Wadebridge PL27 7QQ Proposed extension to include internal alterations.

Cllr G Henwood proposed support, seconded by Cllr E Ballard, all in favour.

Cllr P Hammett returned to the meeting and retook the chair.

Cllr S Rushworth left the meeting

109/23 To Review the Risk Assessment Schedule.

The Bench, signage and goal post still to be checked – will complete this and finish off the Risk assessment next time Cllr E Ballard agreed to clean the bus shelter at Highlanes.

110/23 Working Party

- The next issue of the Community magazine will be issued on 1st June, all items to be in by 20th May.
- Next meeting will be Monday 22nd May, 7.30pm Little Petherick Village Hall.

111/23 To Review the Register of Interest Forms

Cllr G Henwood, E Ballard and C Ivins completed the checks of their Register of Interest forms.

112/23 Recreation Ground

1. The Lights – Davey's Electrical Services have fixed the lights and will invoice the Parish Council shortly. Invoice not yet received.
2. The Lease – Cllr P Hammett explained about the £600 paid on account – this had been requested at short notice by Mr Foster Merrick so that the solicitors can carry on sorting out the new lease and any associated issues. Cheque included on April Payment list.

113/23 Highways

1. Trenance -top of hill - potholes.
2. All of Dark Lane - potholes.
3. Signage for one way system isn't working. No light on the one-way sign.
4. Issues at A39, Spring Hill, Trevillador turn – Highways steward will meet with the Chairman.

114/23 Repairs and Maintenance.

- Non-slip tape for steps – Cllr P Hammett will look into this. Also need someone to repair the steps leading onto the main road – Cllr P Hammett will contact Jamie Tomlinson to see if he is available to do this work.
- Str Issey Village Signs need refurbishing – Cllr E Ballard will clean the signs leaving the lettering so it stands out as darker colour.
- To install new bench (currently at Ring o Bells) – installed by bus shelter.

115/23 Village Halls

Little Petherick Village Hall – Nothing to report

116/23 Contributions and Community Projects

Nothing to report.

Finance and Earmarked Reserves

The following will be considered at the June meeting:

- To review internal auditor's report and agree any amendments required
- Agree Annual Governance Statement, adopt and sign
- Agree Annual Return, adopt and sign
- Agree Certificate of Exemption, adopt and sign

117/23 Discuss/agree and authorise payment of insurance renewal

The Insurance is on a long term agreement so is at a lower rate of £582.07

Cllr A Heard proposed acceptance of the insurance premium. Seconded by Cllr G Henwood, all in favour

118/23 Signing of cheques.

Receipts of £7,510.91 (precept and interest) in April. Payments in May of £1,415.86 : made up as follows:

£459.42 – J Wilson – wages for April

£39.70 - J Wilson – expenses for April

£260.00 – Waverley Gardeners – grass cutting

£582.07 – Zurich Municipal – Annual insurance premium

£169.96 – P Heard – Items for BBQ – Coronation celebrations

£25.40 – G Henwood – Items for Cream Teas – Coronation Celebrations

£29.95 - Seadog IT Ltd – website hosting

£44.72 Google cloud – monthly payment for email Google Workspace.

The Net Balance in the Cash book as at May 2023 stands at £25,927.84. The figure for the Earmarked reserves is £19,796.51 (all CIL money used), General Reserve stands at £6,131.33 as at end April 2023. Cllr N Carhart proposed, and Cllr K Hawkins seconded to sign the cheques. All agreed.

119/23 Correspondence

All items had been forwarded to Councillors during the month. The invitation to attend the first CAP meeting has been sent to all Cllrs but the start time of 5.30 is too early. Cllrs all work. No one nominated to attend. Cllr K Hawkins proposed and Cllr P Hammett seconded to ask if the meetings can be held later to allow those that work to attend. Clerk to action.

120/23 Footpaths

Footpath 541/12/1 – this path goes through Trenance Woods and Trenance farm. The farm section has free running dogs there, so it is not possible to safely use the footpath. Clerk to report.

121/23 Institute

Currently waiting for the builders to finish the repairs to the roof.

122/23 Sentry Close Garages

This is not a Parish Council matter.

123/23 Items for next time's agenda

Risk Assessment

Accounts/Finance items re audit

Harbour Commissioner and Camel Trail reps.

Access to Churchyard – currently there is fencing in the way so mower can't get into the churchyard.

Note: Thanks from Cllr G Henwood to all who helped on Sunday, particularly Cllr Hawkins family – all did a wonderful job.

The meeting closed at 8:31pm

Chairman:

Date: 12th June 2023