



Pentewan Valley Parish Council

To: All Members of the Council

Dear Councillor

YOU ARE SUMMONED TO ATTEND A MEETING OF PENTEWAN VALLEY PARISH COUNCIL TO BE HELD AT THE CORNWALL HOTEL, PENTEWAN RD, TREGORRICK, SAINT AUSTELL PL26 7AB AT 7.00PM ON WEDNESDAY 18 OCTOBER 2023.

Anne Barnes
Parish Clerk
12 October 2023

01726 823978
clerkpvpc@gmail.com

Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded.

AGENDA

1. Apologies for Absence

2. Minutes of a Meeting of Pentewan Valley Parish Council held on 20 September 2023

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To agree that the minutes of the above meeting be signed as a correct record.

3. Declarations of Interest

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

(b) Non-registerable Interests

You must declare Non-registerable Interests at the start of the meeting or whenever the interest becomes apparent. Then when the matter is being discussed, even during public participation, you must leave the room and not take part in the discussion or decision.

(c) Dispensations

To consider any requests for dispensations relating to items on the agenda

(d) Gifts and Hospitality

To declare any gifts or hospitality

Please call the Clerk before the meeting if you have any queries.

4. Chairman's Announcements

To allow the Chairman to make any civic announcements.

5. Public Participation

The Chairman will invite Members of the public to address the meeting in relation to the business to be carried out at the meeting. 15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes.

6. Cornwall Councillors Report

To receive reports from Cornwall Council divisional members for Mevagissey & St Austell Bay, and the divisional member for St Mewan & Grampound.

7. Crime and Disorder

To note any instances of crime and disorder to report to Devon & Cornwall Police.

8. Planning Applications and Related Matters

a) To respond to the following planning applications/notifications and any received after publication of this summons.

(i) PA23/08020. Siting of timber lodge annexe for use in association with Meadowlands without compliance of condition 2 in relation to decision notice PA18/02969 dated 14/09/2023 at Meadowlands Sawles Road St Austell Cornwall.

9. Climate, Ecology & Environment Advisory Committee

To Receive an update, resolve any further actions, approve any associated expenditure.

10. Neighbourhood Development Plan

To Receive an update, resolve any further actions, approve any associated expenditure.

11. London Apprentice – Minor Highways Scheme

To receive details of road improvements at London Apprentice.

12. Community Levelling Up Programme

Pentewan Village Hall Accessibility Project Funding update.

13. Ongoing Parish Matters

a) Pentewan Flood Defences

To Receive an update and to note any concerns.

b) Riverbanks

To note any concerns

- c) Menagwins Car Park
To note any concerns
- d) Highways matters.
To note any concerns
- e) Pentewan Car Park
 - (i) To receive a quote for a maintenance agreement for the second payment machine from May 2024.
 - (ii) To review the cleansing contract for the car park with Cornwall Council for 2024/25.
- f) Pentewan Toilets.
(i) To note any concerns and approve any associated expenditure.
- g) Pentewan Square devolution
Receive an update on the proposal.

14. Financial Matters

- (i) To note the current financial position and authorise payments.
- (ii) To receive section 3 of the AGAR (External auditors report and certificate) and resolve any action required.
- (iii) To reappoint Linda Coles as the internal Auditor for 2023/24
- (iv) To consider expenditure for next year prior to setting the budget.

*To
Follow*

15. Meetings/Training Attended

To note any meetings or training attended by Councillors or the Clerk.

16. Correspondence Received

To receive details of, and consider, correspondence including invitations, received up to the time of the meeting.

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17. Dates for the Diary

To note any new diary dates.

18. Dates of Meetings

To note dates of forthcoming meetings which will be held from 7pm at The Cornwall Hotel unless stated: 18 October 2023, 15 November 2023, 20 December 2023.

**MINUTES OF THE MEETING OF PENTEWAN VALLEY PARISH COUNCIL
HELD AT PENTEWAN THE CORNWALL HOTEL, PENTEWAN RD,
TREGORRICK, SAINT AUSTELL PL26 7AB AT 7.00PM ON WEDNESDAY 20
SEPTEMBER 2023.**

Present: Cllrs Mike Ward, Toni Dowrick, Andy Cleverdon Miles Avery, Richard Strawford Vicky Cartwright, Steve Street, Janice Williams, and George Muskett.

In attendance: Cllrs James Mustoe, Michael Bunney and Anne Cruickshank (Clerk).

(23/082) Apologies for Absence

No Apologies were received.

(23/083) Minutes of a Meeting of Pentewan Valley Parish Council held on 19 July 2023.

RESOLVED that the minutes of the Parish Council held on 19 July 2023, be signed as an accurate record of the meeting.

(23/084) Declarations of Interest on Items on the Agenda

Cllrs Avery and Strawford declared an interest in agenda item 16e, Pentewan Car Park. Cllrs Avery and Strawford had been granted a dispensation by the parish council to speak and vote on matters relating to the car park until May 2024.

(23/085) Chairman's Announcements

The Chairman had no announcements to make.

(23/086) Public Participation

There were no member of the public in attendance.

(23/087) Cornwall Councillors Report

Cllr Mustoe's gave an overview of his report including an update on the horseshoe trail bridge repairs which were to be programmed in the near future a copy of Cllrs Mustoe's report had circulated.

Cllr Bunney Report gave an update on his report which had been circulated.

(23/088) Crime and Disorder

There were no crime and disorder incidents to report.

(23/089) Planning and Related Matters.

No Planning applications had been received.

(23/090) Climate, Ecology & Environment Advisory Committee

Cllr Muskett gave an update of the meeting held on 11 September 2023; the notes of the meeting had been circulated. Cllr Muskett gave an overview of a suggested project to plant trees at London Apprentice and possible funding

available from Forests for Cornwall which was being assessed on 9 October 2023. The group will prepare a business case to be presented to the Council for approval at the next meeting. There was a discussion regarding the information sign on the cycle trail at Pentewan, the sign was commissioned by Cornwall Council, Cllr Mustoe offered to contact Cornwall Council.

(23/091) Neighbourhood Development Plan

Cllr Street gave an update of the progress of the NDP, and the meeting held on 30 August 2023 the minutes of the meeting had been circulated. Funding had been received and the offer of funded technical support for design code from Locality. Survey responses had been received from all areas in the parish and engagement events had taken place at various locations, more were planned, for the duration of the consultation which was due to end on 8 October 2023.

(23/092) Community Levelling Up Programme

Pentewan Village Hall Accessibility Project had been recommended for funding and the bid would be put forward by the Community levelling up Team.

(23/093) Pentewan Village Defibrillator

Quotes had been received for different options for a new defibrillator in Pentewan Village from Duchy Defibrillators, they also offered to check the fault on the existing unit to see if it can be repaired.

It was **RESOLVED** that the clerk was authorised to spend up-to £3,000.00 for the provision of a defibrillator in the village.

(23/094) Higher Trehiddle Development Community Provision.

Cllr's Muskett, Cllr Bunney, the clerk, and John Marshall from Kingsley Developments with trustees from the Arts Centre to discuss a possible joint venture to provide a community provision on the new Kingsley development at Higher Trehiddle, this would be a long-term plan subject to planning and funding in the future.

(23/095) Annual Poppy Day Parade and Remembrance Day Service

Cllr Ward would attend the Poppy parade service on 12 November.

It was **RESOLVED** to purchase of 2 poppy wreaths for the services at St Austell and Pentewan.

(23/096) Parish Council Web Site Provider Changes

It was **RESOLVED** to subscribe to the silver option for website provision from Hugo Fox and the Clerk would look at other options for the future.

(23/097) Flood Defences

The planning application had been submitted the outcome has not yet been decided.

(23/098) Riverbanks

The fallen tree had been removed by the Environment Agency within the last month.

(23/099) Menagwins Car Park

The Climate group had weeded the flower bed, ready for replanting and a fly tip had been removed.

(23/100) Highways Matters

The signs on the Horseshoe trail and the SWCP at Pentewan had been reported but not actioned. Cllr Mustoe will follow up. The hole in Sawles Road had still not been repaired. Weed Spraying in Pentewan Square had not been done, this could have been due to the wet weather. **ACTION** the clerk will speak to the contractor. Drainage works on Pentewan road Cllr Muskett will check to make sure the Millennium Trees had not been damaged by the contractors.

Highways Funding it was **RESOLVED** that the clerk should make 2 bids firstly for resurfacing the cycle trail into Pentewan and secondly for resurfacing the highway road into Menagwins car park.

(23/101) Pentewan Car Park

It was **RESOLVED** to accept the gold maintenance agreement over 36 months from Metric group.

(23/102) Pentewan Toilets

It was **RESOLVED** not to accept the quote to update the locks on the public toilets by 5 councillors to 4. The council requested a review of the budget for the toilets be presented at the next meeting.

(23/103) Pentewan Square Devolution.

The licence is being prepared by Cornwall Council Devolution team for the Council to take over the management of Pentewan Square.

(23/104) Financial Matters

(i) Current balances were noted, and the following payments were authorised:

| Date | n Cheque | Payee | Reference Number | Supply/ Service | Code/ Centre | Total Payment | VAT Paid | Net Paid |
|------------|-------------|-----------------------|------------------|------------------------------------|-----------------|------------------|---------------|-----------------|
| 01/09/2023 | DD | Cornwall Council | 802529493/4 | Business Rates- Menagwins Car Park | 4400/210 | 52.00 | - | 52.00 |
| 05/09/2023 | DD | EDF | 671157448672/6 | Car park Electricity - Sept | 4405/300 | 13.00 | - | 13.00 |
| 25/08/2023 | DD | BT Group | M055 | Pentewan car park broadband | 4510/300 | 49.14 | 8.19 | 40.95 |
| 25/08/2023 | DD | British Gas | 812858756 | Toilets Electricity | 4405/250 | 28.29 | 1.34 | 26.95 |
| 07/09/2023 | DD | Capita | 113512 | Parking Transactions Aug 23 | 4500/300 | 253.32 | 42.22 | 211.10 |
| 16/08/2023 | DD | Capita | 111762 | VAT exempt payments (July 23) | 4500/300 | 14.69 | - | 14.69 |
| 15/09/2023 | DD | Capita | 114081 | VAT exempt payments (Aug 23) | 4500/300 | 29.65 | - | 29.65 |
| 15/08/2023 | DD | Data Protection | Z2388659 | Data Protection fee renewal | 4135/220 | 40.00 | - | 40.00 |
| <hr/> | | | | | | | | |
| 29/09/2023 | BACS | Staff | Period 6 | Staff Costs (August) | 4000/200 | 1,123.24 | - | 1,123.24 |
| 15/09/2023 | BACS | Cornwall Council | 8100409562 | CEO August 2023 | 4500/300 | 117.33 | - | 117.33 |
| 12/09/2023 | BACS | Corserv | CINV-036179 | Public toilet cleaning (Sept) | 4415/250 | 483.77 | 80.63 | 403.14 |
| 19/09/2023 | BACS | Corserv | CINV-036509 | Public Toilet maintenance | 4420/250 | 196.43 | 32.74 | 163.69 |
| 21/08/2023 | BACS | Corserv | CINV-034385 | Public toilet cleaning (Aug) | 4415/250 | 483.17 | 80.63 | 402.54 |
| 13/09/2023 | BACS | A & A Maintenance | 2073 | Car Park grounds maintenance | 4420/300 | 260.00 | - | 260.00 |
| 09/09/2023 | BACS | A. Cruickshank | 1.28849E+11 | AVG Security Subscription | 4140/220 | 79.99 | 13.33 | 66.66 |
| 31/08/2023 | BACS | ST Austell Rugby Club | INV-1116 | NDP Event | 4350/240 | 40.00 | - | 40.00 |
| 01/08/2023 | BACS | St. Austell Print | 131364 | NDP Leaflets /Posters | 4110/230 | 274.66 | 6.40 | 268.26 |
| 08/08/2023 | BACS | South West Water | 4082936078 | Toilets Water Bill | 4410/250 | 108.85 | - | 108.85 |
| | | | | | | 3,647.53 | 265.48 | 3,382.05 |

(ii) Quotes from 5 utility companies were received for the electricity contract for the Car park machine and the public toilets. It was **RESOLVED** to accept the quote from Corona Energy for both contracts over 36 months.

Month end accounts had been sent to the Chairman and Cllr Cartwright for checking.

(23/105) Meetings and Training Attended

The following meeting were attended.

5 September Flood defence meeting

21 July Planning application meeting Pentewan Road Development

(23/106) Correspondence Received

None

(23/107) Dates for the Diary

12 November 2023 Remembrance Day Service.

(23/108) Dates of Meetings

To note dates of forthcoming meetings which will be held from 7pm at The Cornwall Hotel unless stated: 18 October 2023, 15 November 2023, 20 December 2023.

The Meeting Closed at 20:20pm

Date.....

Correspondence including invitations, received up to the time of the meeting.

Request to advertise on council notice boards was received 3 October 23