

SANCREED PARISH COUNCIL

**MINUTES FULL COUNCIL MEETING OF
SANCREED PARISH COUNCIL AT MARY WILLIAMS MEMORIAL HALL
TUESDAY 16th APRIL 2024 AT 7.00 PM**

Contact the Clerk regarding
any item in these:
Parish Clerk & RFO
Victoria Burton-Davey
clerk@sancreed-pc.gov.uk

Press & Public were invited to attend the above meeting.		
WELCOME: The Chair welcomed Councillors and public attendees. The Meeting commenced @19:00		
REF.	DESCRIPTION	ACTION
24-04/1	PERSONS PRESENT: Cllr Hawkins (Chair); Cllr W James (Vice Chair); Cllrs Bottrell, Goodman, Freeman, Haigh, Harvey, and Nicholson CLERK: Victoria Burton-Davey ALSO PRESENT: Cornwall Cllr Brian Clemens APOLOGIES: Cllrs P James, and Nicholls had other commitments PUBLIC ATTENDEES: 2	
24-04/2	MEMBERS DECLARATIONS a. Pecuniary/Registrable Declarations of Interests Cllrs Bottrell and W James Declared an Interest in 24-04/7 b) and c), and 24-04/9 b) b. Non-Registrable Interests - none c. Declaration of Gifts - none	
24-04/3	PUBLIC FORUM Nobody asked to speak	
24-04/4	APPROVAL OF MINUTES The Meeting RESOLVED that the Minutes of the full Council Meeting (FCM) of Sancreed Parish Council (SPC) held on 20th March 2024 having been previously circulated be taken as read, APPROVED, and signed. Proposed: Cllr W James Seconded: Cllr Haigh All In Favour (AIF): YES	CLERK
24-04/5	MATTERS ARISING: all covered in this Agenda	
24-04/6	CORNWALL COUNCILLOR'S REPORT The monthly Cornwall Councillor's Report from Councillor Brian Clemens: The main topics were the works on the A3071 and the impacts that this was having; the street light switch off; the issues of some lights being left on and others that residents would like on but the request has been refused; and the rollout of the new waste arrangements which had caused some concerns. With regards the A3071 Cllr Clemens had requested an update and the latest design map from the officer in charge which would hopefully answer some of the questions that had been raised. He had passed some confidential details to the Clerk. The street lighting switch off had been rolling out across the County in consultation with the Police. Consideration had been given to the Highways law for the UK, and some lights would remain on at night for this reason. Any member of the public was able to request different considerations for specific lights, but these would have to be considered carefully. The waste management rollout had gone well so far, and the process was to continue. It was beneficial that the area was not the first, as many little issues had been highlighted and measures taken to ease the process. That said, there were still some significant obstacles that had been raised with him by local residents, and he would like to thank them for their thoughts and the	

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	suggestions on how to make the rollout more usable in particular locations. As a result of the input he had received at the CAP meeting in April, were Penwith was to have a joint meeting with the neighbouring CAP regarding the rollout at the start of the next meeting but on a separate link. Feedback on the next phase would cover both CAP areas and it would save Cornwall Council (CC) officers time: giving more time for engagement with Members. The proposed traffic calming at Newbridge was discussed further. The reasons for the local bus size was discussed.	
24-04/7	NEW PLANNING APPLICATIONS	
a)	PA24/00495 Proposal: Erection of replacement agricultural building. Location: Mys Hedra Farm St Buryan Penzance Cornwall Sancreed Parish Council RESOLVED to OBJECT to PA24/00495 at a Full Council Meeting on 16/04/2024 on the grounds that: • The purpose is for a 'hobby' and the application is for an 'agricultural building' • The scale of the new building is double the original structure size • The new building is not on the existing hard standing/site location Note for planning officer: Sancreed Parish Council would be minded to support this application if the scale of the proposed structure was similar to the scale of the existing building, and the new structure was sited on the existing site. Proposed: Cllr Bottrell Seconded: Cllr Harvey AIF: YES	CLERK
b) Cllrs JB and WJ stepped out @19:16	PA24/02317 Proposal: Retention of pond Location: Trannack Mill Farm Sancreed Penzance Cornwall Sancreed Parish Council RESOLVED to SUPPORT PA24/02317 at a Full Council Meeting on 16/04/2024 Proposed: Cllr Goodman Seconded: Cllr Hawkins Objected: Cllr Freeman AIF: YES	CLERK
c)	PA24/02318 Location: Annexe Trannack Mill Farm Sancreed Penzance Cornwall TR20 8QW Proposal: Certificate of lawfulness for existing use of a building as ancillary accommodation Sancreed Parish Council RESOLVED to OBJECT to PA24/02318 at a Full Council Meeting on 16/04/2024 on the grounds that: • Because this is a residence and the original permission was for an agricultural building, we now consider this development in open countryside • The residence is well outside the village envelope • The residence contravenes the original planning conditions	

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	Sancreed Parish Council feels that this appears to be a ploy to negate the planning system and sets a dangerous precedent for others to follow. Proposed: Cllr Hawkins Seconded: Cllr Goodman Objected: Cllrs Haigh, Harvey and Nicholson would have preferred to support Rest In Favour: The Chair's casting vote was used – YES	CLERK
	PA24/02345 was heard here	
24-04/8 Cllrs JB and WJ re-joined @19:27	PLANNING DECISIONS were NOTED	
	PA24/00432 Location: Land At Trannack Mill Farm Sancreed Penzance Cornwall TR20 8QW Proposal: Erection of livestock building. DECISION: REFUSED 20/03/2024	
	PA24/00199 Location: Land South Of Boskyydu Sancreed Penzance TR20 8RL Proposal: Reserved Matters application for (access, appearance, landscaping, layout and scale) details following outline consent PA20/06302 dated 21/10/2020 for up to two dwellings without compliance with condition 1 of decision PA23/02931 dated 21.06.2023. DECISION: APPROVED 02/04/2024	
24-04/9	Other Planning Matters including late applications and decisions	
a)	PA24/00003/NDP Proposal: Penzance Neighbourhood Development Plan Location: Penzance Cornwall SanPC AGREED not to submit a comment	
b) This item brought up to 24-04/7	PA24/02345 Proposal: Certificate of lawfulness for existing use of land for residential use. Location: Trannack Mill Farm Sancreed Penzance Cornwall Sancreed Parish Council RESOLVED to SUPPORT PA24/02345 at a Full Council Meeting on 16/04/2024 Proposed: Cllr Hawkins Seconded: Cllr Goodman AIF: YES	
	Clerk update regarding processes The Clerk had circulated advice via emails and asked Members if they had any questions	
24-04/10	Amenities a) Playground – the Clerk had requested the remaining invoice for the new play equipment which would then be purchased and installation booked b) The Need for dog fouling signs at the paly park was discussed SanPC RESOLVED to purchase three A4 (landscape) signs. Clerk to draft an order. Proposed: Cllr Hawkins Seconded: Cllr Goodman AIF: YES	

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24-04/11	Communications & Outreach a) The new Sancreed Parish Council website was up and running. SanPC AGREED that the Clerk would go ahead and arrange for set up of 'gov.uk' emails for Councillors Cllr Goodman reported that the Village Hall Committee was not able to put on an event for the D-Day 80 th commemoration due to other commitments. Clerk to email St Just Clerk to ask about joining in and supporting an event there.	CLERK CLERK
24-04/12	Environment – no update this month	
24-04/13	Highways. a) CC Highways had been asked about the possible need for warning signs at Grumbla/Derval Gate after a resident raised the issue with a Councillors. Cllr Clemens offered to bring the CC Highways officer to view the junction and evaluate.	BC
24-04/14	Public Rights of Way (PRoW) WG The DMMO for Footpath 117 was discussed. The Clerk had circulated the link to add comments on it. Clerk to re-send email.	CLERK
24-04/15	Policy Reviews a) Code of Conduct 2024 SanPC RESOLVED to ADOPT the above policy Proposed: Cllr Hawkins Seconded: Cllr Freeman AIF: YES	CLERK
24-04/16	FINANCE a) The Meeting RECEIVED and NOTED the bank reconciliations as at the 31st March 2024 b) The Meeting RECEIVED and RESOLVED to APPROVE the April 2024 payment schedule Proposed: Cllr W James Seconded: Cllr Nicholson AIF: YES c) SanPC RESOLVED to APPROVE the Asset Register 2024 Proposed: Cllr W James Seconded: Cllr Haigh AIF: YES d) Insurance 2024-25 NOTED as renewing e) Internal Audit: Letter of Engagement was NOTED as signed f) AGAR I. No Conflict of Interest Form NOTED and signed II. Dates for Exercise of Public Rights DRAFT was AGREED and signed	CLERK/MHk CLERK

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	g) RFO report: The Internal Audit was underway, and the DRAFT AGAR had been prepared. The Auditor was to visit the Council office on Friday 19th April 2024. i. SanPC RESOLVED to APPROVE the Accounts Summary 2023/24 Proposed: Cllr Nicholson Seconded: Cllr Harvey AIF: YES ii. Update Contact Details for Audit 2023-24 was NOTED iii. The CIL Report for 2023/24 was NOTED as sent iv. The VAT Form 126 for 2023/24 had been submitted for £358.01 v. Remittance Advice from CC for the first half of the Precept £8,018.33 and CIL funds £2,112.76 was NOTED Total Receipts March 2024 £3,014.06 Total Expenditure March 2024 £1,344.90 h) Grants/Funding I. An application from YMCA Raise the Roof was considered SanPC RESOLVED to grant the £250.00 Proposed: Cllr Hawkins Seconded: Cllr Haigh AIF: YES II. Lottery Community Funding of £1,650 NOTED as received with thanks III. Members considered a Jubilee Pool grant request for £335.00 The Clerk to make further enquiries about the benefit to residents and how the Council might best support access to the Under 16's swimming.	CLERK CLERK CLERK
24-04/17	Clerk's Report and Correspondence a) Clerk report The Clerk had been busy with preparing for Audit and ensuring the new website had all the relevant documents uploaded. The Clerk answered questions regarding the document below. I. Statement of Internal Controls 2024/25 Proposed: Cllr Harvey Seconded: Cllr Nicholson AIF: YES II. Polling Station review – no update or response received from CC to date. Clerk to follow up with CC Returning Officer III. Correspondence received was covered in Meeting	CLERK CLERK
24-04/18	Training and Meetings Attended none attended this month	

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24-04/19	Diary Dates Confirmed: a) CAP Meeting 17th April 2024 b) SanPC APM 6pm 21st May 2024 Sancreed VH (Cllrs Goodman and Nicholson to provide 'tea & biscuits') c) SanPC ACM 7pm 21st May 2024 Sancreed VH	KG/PN
24-04/20	OPEN MEETING CLOSED@20:31	
24-04/21	EXCLUSION OF THE PRESS AND PUBLIC To resolve that in accordance with s.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business. Proposed: Cllr Hawkins Seconded: Cllr Nicholson AIF: YES	
a)	Amenity acquisition CC were still working to confirm access to amenity re-established. Members reviewed copies of the Business Plan relating to amenity acquisition. Members AGREED to look into funding opportunities to secure the amenity in the first instance. Funding for a feasibility study to be sought once secure. Clerk to check on estimated costs/funding first stage.	ALL CLERK
b)	Councillor conduct discussion The Clerk shared a letter of concern from a resident. She advised Members that this was not a stand-alone issue to have been brought to her attention. Members were advised that it was her duty to protect the reputation of the Council. She advised individual Councillors, and the Council as whole as to possible ways to address the issue.	
24-04/22	CLOSED SESSION ENDED@21:01	

Signed: Chair of Meeting



21/05/2024