

# SANCREED PARISH COUNCIL

## MINUTES FULL COUNCIL MEETING OF

SANCREED PARISH COUNCIL AT MARY WILLIAMS MEMORIAL HALL

TUESDAY 19<sup>th</sup> NOVEMBER 2024 AT 7.00 PM

Contact the Clerk regarding  
any item in these Minutes:

Parish Clerk & RFO

Victoria Burton-Davey

[clerk@sancreed-pc.gov.uk](mailto:clerk@sancreed-pc.gov.uk)

| <b>Press &amp; Public were invited to attend the above meeting.</b>                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |            |
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| <b>WELCOME:</b> The Chair welcomed Councillors and public attendees to the Meeting which started <b>@19:00</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |            |
| REF.                                                                                                           | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | ACTION     |
| 24-11/1                                                                                                        | <p><b>PERSONS PRESENT:</b> Cllr Hawkins (Chair); (Vice Chair) Cllr Haigh; Cllrs Bottrell, Goodman, Freeman, Harvey, Nicholls, and Nicholson</p> <p><b>CLERK:</b> Victoria Burton-Davey</p> <p><b>ALSO PRESENT:</b> Cornwall Cllr Brian Clemens</p> <p><b>APOLOGIES:</b> Cllrs James</p> <p><b>PUBLIC ATTENDEES:</b> 6</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            |
| 24-11/2                                                                                                        | <b>MEMBERS DECLARATIONS</b> None this month                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |            |
| 24-11/3                                                                                                        | <p><b>PUBLIC FORUM</b></p> <p>The Chair invited the Co-option candidate to introduce briefly himself to Members. Speaker 1 outlined details and in favour of the planning application being heard at 24-11/7 a)</p> <p>Speaker 2 asked about the progress on the bench at Drift. The Clerk clarified that the removal of the old bench uprights was in progress, as was the replacement which would be sited on the opposite side of the road.</p> <p>Speaker 3 asked about progress on the repair and reinstatement of the cast iron finger post at Drift. It had been reported to the police and would take several weeks to rectify. The need for recognition of Drift as a village, rather than just a part of the A30 was shared: Cllr Goodman to liaise on a plan to introduce some planters/planting for pollinators. A Christmas Tree would be installed for the festive season.</p>                                                                                                                                                                                                                                                                                                                                                                      | KG/<br>MHk |
| 24-11/4                                                                                                        | <p><b>APPROVAL OF MINUTES</b></p> <p>The Meeting <b>RESOLVED</b> that the Minutes of the Full Council Meeting (FCM) of Sancreed Parish Council (SanPC) held on <b>15 OCTOBER 2024</b> having been previously circulated be taken as read, <b>APPROVED</b>, and signed.</p> <p><b>Proposed:</b> Cllr Harvey <b>Seconded:</b> Cllr Freeman</p> <p><b>Abstained:</b> Cllr Nicholls had not been present</p> <p><b>All Rest In Favour (AIF):</b> YES</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | CLERK      |
| 24-11/5                                                                                                        | <b>MATTERS ARISING</b> No matters arising not included below                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |            |
| 24-11/6                                                                                                        | <p><b>CORNWALL COUNCILLOR'S REPORT</b></p> <p>Cllr Clemens had shared the latest report for you from Citizen's Advice detailing local support they had supplied. It had been announced in the budget that Local authorities would receive an extra £1.3 billion in funding for the coming year while this was welcomed. An extra £1 billion for SEND and children with special needs was also welcomed though much would depend on a fairer funding formula being applied to those most disadvantaged Councils. An extra £500 million for potholes would help to some extent but again much would depend on allocation within the wider Highways Budget. There would also be an extra £1 billion for the Household Support Fund and the discretionary Housing payments which would help the most vulnerable in our communities. Not all good news from a business point of view: the rise in the living wage may lead to redundancies and a lack of opportunity for our young people. Many businesses may be unable to employ part time staff, and many may have to cut with the present trading climate. People had already seen the effects of the budget: with local attractions closing down and many in the Hospitality sector looking at selling up, or</p> |            |

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|         | totally changing the way they operate to survive, all of which may affect the amount of revenue CC receive from business rates of which they retain 100%. With regards the Shared Prosperity Fund: a 40% decrease in the amount of funding CC received would have an effect on proportion we as a Community Area Partnership would receive. We are not yet fully aware of the finer detail of the budget and as we get into the finer detail, hopefully the outcomes would improve. He added that Cornwall was to receive £10.6 million to help transform rural services. There were concerns that the Community Area Partnership might be done away with after the 2025 elections, and he asked the Council to support its retention which Members <b>AGREED</b> was desirable. | <b>CLERK</b> |
| 24-11/7 | <b>NEW PLANNING APPLICATIONS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |              |
| a)      | <b>PA24/07926</b><br><b>Location:</b> 5 Higher Grumbla Sancreed Penzance Cornwall TR20 8QZ<br><b>Proposal:</b> Extension to existing farm house, removal of existing garage, construction of new garage plus associated landscaping work<br><br>A site visit had been made. The application was discussed.<br>SanPC <b>RESOLVED</b> to <b>SUPPORT</b> PA24/07926<br><br><b>Proposed:</b> Cllr Nicholson <b>Seconded:</b> Cllr Haigh<br><b>AIF:</b> YES                                                                                                                                                                                                                                                                                                                           | <b>CLERK</b> |
| b)      | <b>PA24/08089</b><br><b>Location:</b> Meadowfield Trannack Road Sancreed Penzance Cornwall TR20 8QW<br><b>Proposal:</b> Retention of Shepherds Hut for holiday use for six months of the year from May through to October<br><br>A site visit had been made. The application was discussed.<br>SanPC <b>RESOLVED</b> to <b>SUPPORT/OBJECT</b> to PA24/08089<br><br><b>Proposed:</b> Cllr Freeman <b>Seconded:</b> Cllr Harvey<br><b>AIF:</b> YES                                                                                                                                                                                                                                                                                                                                 | <b>CLERK</b> |
| 24-11/8 | <b>PLANNING DECISIONS</b> were <b>NOTED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |
|         | <b>PA24/06543</b><br><b>Location:</b> Botrea Bungalow Newbridge Penzance Cornwall TR20 8PP<br><b>Proposal:</b> First floor extension, internal alterations, external cladding of whole house<br><b>DECISION:</b> Approved <b>28/10/2024</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |
|         | <b>PA24/06799</b><br><b>Location:</b> Bosence Farm Newbridge Penzance Cornwall TR20 8PP<br><b>Proposal:</b> Certificate of Lawfulness (Existing) for the retention of operational development forming the construction of a timber building<br><b>DECISION:</b> Granted (CAADs, PIPs and LUs only) <b>25/10/2024</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                             |              |
|         | <b>PA24/07402</b><br><b>Proposal:</b> Installation of solar pv panels onto roofs of two lodge outbuildings<br><b>Location:</b> Sancreed House Sancreed Road Sancreed Penzance Cornwall TR20 8QS<br><b>DECISION:</b> Approved with conditions <b>15/11/2024</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |              |
| 24-11/9 | <b>Other Planning Matters</b> including late applications and decisions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |
|         | <b>PA24/01018/PRE</b><br><b>Location:</b> Barn 1 Chiverton Tregonebris Lane Sancreed Penzance Cornwall TR20 8QS<br><b>Proposal:</b> Pre-application advice for alterations to an existing dwelling house comprising of two barns that are physically linked but have no internal connection. Erection of a single storey extension and internal alterations, new window in external wall.<br><b>DECISION:</b> Closed - advice given <b>30/10/2024</b>                                                                                                                                                                                                                                                                                                                            |              |

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|          | <p><b>APP/D0840/W/24/3351263</b><br/><b>PA24/00432</b><br/><b>Proposal:</b> Erection of livestock building<br/><b>Location:</b> Land At Trannack Mill Farm, Sancreed, Penzance, Cornwall, TR20 8QW</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                              |
|          | <ul style="list-style-type: none"> <li>Beacon Estate- An update on Sancreed Estate communal grassed areas was shared.</li> <li>Updated details to an appeal had been made.</li> <li>The recent 5 Day Protocol response had been made.</li> <li>The Vice Chair was thanked for all his work in challenging the proposed composting toilet to be installed by Cornwall Heritage Trust at Sancreed Beacon.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                              |
| 24-11/10 | <p><b>Amenities</b></p> <p>a) Playground</p> <ol style="list-style-type: none"> <li>Maintenance checks were carried out by Cllr Goodman, and Cllr Bottrell had surveyed the swings. A new checklist had been devised.</li> <li>Quotes to either repair or replace the swings were discussed.</li> </ol> <p>SanPC <b>RESOLVED</b> to repair the swings at a cost of <b>£1,147.06</b> delegated to Clerk and Cllr Bottrell with spend approval from Chair.</p> <p><b>Proposed:</b> Cllr Harvey    <b>Seconded:</b> Cllr Goodman<br/><b>AIF:</b> YES</p> <ol style="list-style-type: none"> <li>The Bench in the playpark had been removed for repairs and replaced in good order. The Council thanked to Cllr Goodman and family.</li> </ol> <p>b) The Dog fouling signs for Newbridge were ready for collection</p> <p>c) Quotes had been sought for the replacement of the Bench on road at Drift but none were forthcoming. Clerk to try several more suppliers.</p> <p>d) The damage to the sign on road at Drift had been reported to the Police who advised that it would take several weeks to process due to it being a one vehicle incident. It had been removed for safe storage by Cllr James. Clerk to follow up with insurers.</p> <p>e) No progress on Drift Reservoir Car Park to report. It was <b>NOTED</b> that there was an increasing problem with abandoned vehicles.</p> <p>f) Cllr Bottrell had purchased supplies to repair the Noticeboard at Drift. The keys were passed to him, to help with removal and refurbishment. The Clerk confirmed that at least one Noticeboard was needed to be in operation in the Parish at any given time, so the temporary removal would not be a legal issue.</p> | <p><b>JB/CH<br/>AIR<br/>/CLER<br/>K</b></p> <p><b>CLERK</b></p> <p><b>CLERK</b></p> <p><b>CLERK</b></p> <p><b>CLERK</b></p> <p><b>JB</b></p> |
| 24-11/11 | <p><b>Communications &amp; Outreach</b></p> <p>a) Website/email – no updates this month</p> <p>b) The Chair proposed the Council purchase outdoor Christmas lights &amp; battery purchase for Drift Chapel tree. SanPC <b>RESOLVED</b> to purchase the lights and battery (spend to be delegated to the Clerk and Chair up to <b>£50.00</b>)</p> <p><b>Proposed:</b> Cllr Hawkins    <b>Seconded:</b> Cllr Nicholson<br/><b>AIF:</b> YES</p> <p>Cllr Goodman suggested that it would be good to have a PRoW WG REP at local events. The next one was the Sancreed Christmas Fayre on 1 December 2024. Cllr Nicholson <b>AGREED</b> to attend.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p><b>CHAIR<br/>/<br/>CLERK</b></p> <p><b>KG/P<br/>N</b></p>                                                                                 |

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| 24-11/12 | <p><b>Environment</b></p> <p>a) The latest Sancreed Nature Action Group talk had taken place the day before: there had been a super turnout for such a dreary night with 26 people attending. They heard a talk from Nick Taylor about the names, acronyms, and roles of national organisations. Plans for a Bigger-Better-More Joined Up nature recovery Network were discussed.</p> <p>Cllr Clemens reminded the Meeting that Bird Flu was back in the area, and that all poultry (even one hen) needed to be registered with DEFRA.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                        |
| 24-11/13 | <p><b>Highways</b></p> <p>The lights a Tremethick Cross were now working and had been adjusted to be more effective.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                        |
| 24-11/14 | <p><b>Public Rights of Way (PRoW) WG</b></p> <p>a) FP 117/24/1 impassable from Trannack Bridge<br/>b) FP 117/12/1 incomplete</p> <p>The two paths above were discussed. The issues would come to the March Agenda to be sorted out when the wet conditions were improved.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                        |
| 24-11/15 | <p><b>Policy Reviews &amp; Governance</b></p> <p>The policies on the Agenda were <b>REVIEWED</b> and <b>ADOPTED</b> at the October Meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |
| 24-11/16 | <p><b>FINANCE</b></p> <p>a) The Meeting <b>RECEIVED</b> and <b>NOTED</b> the Bank Reconciliations as at the <b>31 October 2024</b></p> <p>b) The Meeting <b>RECEIVED</b> and <b>RESOLVED</b> to <b>APPROVE</b> the <b>November 2024</b> payment schedule<br/><b>Proposed:</b> Cllr Haigh      <b>Seconded:</b> Cllr Nicholson<br/><b>AIF:</b> YES</p> <p>c) RFO report:<br/>I. The Budget 2025-26 DRAFT had been circulated and was discussed. The Clerk Members know that the Council Tax at Band D was able to be 'frozen' for the local Precept portion due to the increase in tax base.<br/><br/>SanPC <b>RESOLVED</b> to <b>APPROVE</b> the <b>BUDGET 2025-26</b> and <b>AGREED</b> the Precept demand of <b>£17,989</b> for 2025-26.<br/><b>Proposed:</b> Cllr Freeman      <b>Seconded:</b> Cllr Haigh<br/><b>AIF:</b> YES</p> <p>II. The Members discussed the addition of other cast iron finger posts to the asset register. SanPC <b>RESOLVED</b> to <b>ADOPT</b> the Fixed Asset Register 11-2024 until the additional items had been listed.<br/><br/><b>Proposed:</b> Cllr Nicholson      <b>Seconded:</b> Cllr Haigh<br/><b>AIF:</b> YES</p> <p>The October Payment Schedule had been actioned.<br/>The NALC Pay Awards for 2024/25 had been implemented and back pay made.<br/>New Bank Charges were noted as coming in from January 2025.</p> <p>Total Receipts for October 2024 <b>£2,340.06</b><br/>Total Expenses for October 2024 <b>£928.19</b></p> | <p>CLERK</p> <p>CLERK</p> <p>CLERK</p> |

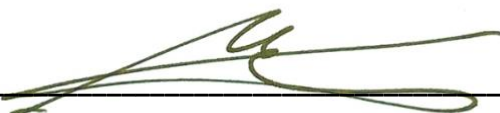
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|          | d) Grants/Funding<br>I. An application for funding by Cornwall Air Ambulance was discussed.<br>The amount of funding going to administration vs. the amount going to the cause to be explored. Item to come to the December meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | MHK<br>CLERK |
| 24-11/17 | <b>Clerk's Report and Correspondence</b><br>a) Clerk report:<br>Posted September Minutes to website/noticeboard. Submit planning comments from October meeting and responded to 5 Day Protocol by 17/10/2024 A new Playground check list compiled with Cllr Goodman. Drafted FCM Minutes 10-2024 and Agenda 11-2024. Made progress on Drift fingerpost repair. Adopted policies posted to website. Advertised SNAG talks. Let last co-option applicant know outcome of application.<br><br>Have not managed to seek advice about Drift Reservoir car park and the proposed signage.<br><br>b) Correspondence received was mainly shared within the Meeting. A letter about resilience planning in the event of telecommunication outages had been circulated. |              |
| 24-11/18 | <b>Training and Meetings Attended</b> None this month                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |              |
| 24-11/19 | <b>Councillor Co-option</b><br>a) Luke Cock let the Meeting know a bit about his background and reasons for applying to become a Councillor. Members considered an application for Co-option as Member and a vote was taken via ballot was taken. The applicant was successful and invited to sign a Declaration of Acceptance of Office witnessed by the Clerk. The Chair welcomed him to the Council.                                                                                                                                                                                                                                                                                                                                                       | CLERK        |
| 24-11/20 | <b>Diary Dates:</b><br>Meeting dates confirmed:<br>a) FCM 17 December 2024 at Mary Williams Memorial Hall<br>b) CAP Police Liaison Meeting 27 <sup>th</sup> November 2024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |              |
| 24-11/21 | <b>MEETING CLOSED@20:35</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |              |

Signed: Chair of Meeting



17/12/2024