



Carn Brea Parish Council

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Minutes of the Amenities and Projects Committee held on Thursday 12th January 2023 at Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB commencing at 7:00 pm.

Minutes

Present: Councillors S. Dale (Chairman), D. Cooper (Vice Chairman), M. Davis, R. Drew C. Jordan, M. Moyle, J. Pollock, M. Rainbird and B. Watkins

Also Present: Andrew Moyle-Browning (Clerk), Sarah-Jane Noakes (Assistant Clerk) and Anita Hopkinson (Administrative Assistant): Cllr. P. Holmes.

23/01/A&P/01 Welcome and safety procedures.

Cllr. Dale welcomed the meeting and explained the safety procedures.

23/01/A&P/02 To receive apologies for absence.

There were no apologies received.

23/01/A&P/03 Members to declare pecuniary and non-pecuniary interests (including the details thereof) in respect of any items on this agenda.

There were no interests declared.

23/01/A&P/04 To consider any written applications for dispensations on items on the agenda.

There were no written applications for dispensations.

23/01/A&P/05 Public Participation on items on the agenda.

(Maximum of 20 minutes – every speaker a limit of 3 minutes under Council Standing Orders)

There were no members of the public present.

23/01/A&P/06 To receive and approve the minutes of the Amenities and Projects Committee held on 6th October 2022.

Committee members received the minutes of the Amenities and Projects Committee held on 6th October 2022 ahead of the meeting.

Resolved: that the minutes of the Amenities and Projects Committee held on 6th October 2022 are approved.

Proposed: Cllr. R. Drew

Seconded: Cllr. C. Jordan

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23/01/A&P/07 To consider the minutes of the Amenities and Projects Committee held on 6th October 2022 and receive any reports on matters referred.

22/10/A&P/09 The meeting was informed that the review of the asset register is underway and will be ready for committee review in March.

22/10/A&P/09 Community defibrillator training will take place on Saturday 14th January 2023.

22/10/A&P/13 The next Coffee Morning will take place on Saturday 14th January 2023 following defibrillator training.

22/10/A&P/18 Quotations for agreed projects at Wheal Fortune Park are being sought, and the working party will meet on 2nd February 2023 at 6pm.

22/10/A&P/22 The Bench has been installed at Carnkie and bollards will be installed next week.

23/01/A&P/08 To receive a report on council owned land and make appropriate recommendations / resolutions.

The Clerk reported that damage to the Stock Proof Fence at Rock Field is ongoing and repairs are being undertaken as required. An email from the Councils solicitor regarding review of the covenant was supplied.

The meeting agreed that the Clerk make enquiries as to who the landowner is, and an agenda item be added once information has been sought.

The Clerk reported that the tree survey at Wheal Fortune Park and Moorfield Road Open space had been completed in December and the report was supplied to the meeting. No immediate safety actions are required; however, the priority report actions are being reviewed and remedial works planned by the Grounds Person.

The Clerk reported that devolution of Land adjacent to Treloweth Way is in progress and that the management agreement for the land adjacent to the square in Four Lanes is now complete and this is a working project for the Grounds Person.

Upcoming works across the Parish will require a second person to support the Grounds Person. A request for Councillor assistance was made.

Works completed for the hedge trimming at Treloweth Community Hall have been undertaken. Concerns have been expressed regarding a gap in the hedge where a Hawthorne was removed. This is being dealt with by the Clerk and Grounds Person to arrange a temporary fill until the area has regrown.

Over the festive period the Christmas Tree & 2 replacement trees were vandalised and stolen.

Consideration regarding options for future use of the planter were discussed, this included options to remove, involve the Brownies or plant bulbs.

The meeting agreed to try some trailing plants and bulbs.

The Grounds Person requested that entrances to Moorfield Road Park are improved to make secure, preventing animals and children running into the road.

The meeting received information regarding discussion and improvements previously made and consideration for disabled access was taken into account.

Resolved to recommend: **that the entrances at Moorfield Road open space be tidied up and left free flowing.**

Proposed: Cllr. B. Watkins

Seconded: Cllr. D. Cooper

23/01/A&P/09 To receive a report on council owned assets and make appropriate recommendations / resolutions.

The meeting was informed that the management agreement for the Monument in Station Road is now in place and cleaning of the monument and immediate area has been added to the Grounds Person's monthly tasks.

The bench at Carnkie has been installed, thanks to the assistance of Cllr. Davis.

The meeting was informed that repairs had been made to the flagpole at Treloweth Community Hall.

23/01/A&P/10 To receive an update and discuss the Councils Social Media presence.

A paper from Cllr. Dale was supplied to the meeting highlighting engagement with the Facebook page.

The meeting noted the report.

23/01/A&P/11 To review and consider the designated areas within the parish for hanging baskets for the coming year and make appropriate recommendations / resolutions.

Details for current contract and locations of baskets were supplied to the meeting.

The meeting explored options to extend erection of hanging baskets to other areas within the parish.

Cllr. Moyle highlighted that additional baskets had not been budgeted for and that perhaps this project should be considered for financial year 2024-2025.

Resolved to recommend: that the Clerks Office make enquiries for additional costs to provide hanging baskets in Four Lanes for approval at a future meeting.

Proposed: Cllr. R. Drew

Seconded: Cllr. D. Cooper

The meeting agreed that ward councillors supply lamp post number to the office and that the Clerk enquire as to the ability to place signs on baskets regarding sponsorship.

23/01/A&P/12 To receive a report regarding the Parish Newsletter and make appropriate recommendations / resolutions.

The meeting received a report from Cllr. Drew.

Articles for publication were asked to be supplied by 20th February 2023.

23/01/A&P/13 To receive an update on holding regular community Coffee Mornings at Treloweth Hall in preparation for Grant Funding Application to GWR.

The meeting considered making arrangements for the working party to meet following the second coffee morning.

The meeting agreed to reconvene the Coffee Morning Working Party on 2nd February 2023 at 6pm ahead of the Staffing Committee meeting.

23/01/A&P/14 Receive an update from the Climate Action Plan Working Party on the objectives and timebound actions agreed and make appropriate recommendations / resolutions.

Cllr. Cooper supplied a report to the meeting.

The meeting agreed to reconvene the Climate Action Plan Working Party to make medium and long term action plans and the Clerk to liaise with members to arrange a mutually convenient date and time.

23/01/A&P/15 To make arrangements for a Public Consultation in Moorfield Road Open Space and make appropriate recommendations / resolutions.

The meeting considered making arrangements for conducting a public consultation regarding use of Moorfield Road Open Space.

The meeting considered options of setting up a working party or combining the Wheal Fortune Park Committee to include Moorfield Road Open Space.

Resolved to recommend:

that the Wheal Fortune Working Party combine to include Moorfield Road Open Space. A budget of £100 be allocated for public consultation and the following additional Terms of Reference are agreed: that councillors with support of Clerks office to arrange public consultation to obtain thoughts regarding future use of Moorfield Road Open Space.

Proposed: Cllr. B. Watkins

Seconded: Cllr. D. Cooper

23/01/A&P/16 To review the gardening competition arrangements for 2023 and make appropriate recommendations and resolutions.

The meeting reviewed previous community involvement and competition categories along with possible options for future public engagement.

Resolved to recommend: that Carn Brea Parish Council do not hold a Garden Competition for 2023.

Proposed: Cllr. M. Moyle **Seconded:** Cllr. C. Jordan

23/01/A&P/17 To review and make arrangements for community projects and the events calendar for 2023 and make appropriate recommendations and resolutions.

Community First Aid

The meeting considered holding a community first aid training session following the kind offer from Cllr. Paton to conduct training.

The meeting agreed to obtain costings and further details in order for a proposal to be considered by Full Council.

Remembrance Day

The meeting agreed that the Clerk's office make arrangements for Remembrance Day within the budget set.

Carol Concert

The meeting considered options for holding a Carol Concert. The meeting expressed the need to explore options for an indoor concert due to the last two concerts being cancelled due to wet weather. The meeting also considered whether the concert benefited the parish due to concerts being held at other locations within the parish.

Resolved to recommend: that Carn Brea Parish Council do not hold a Carol Concert in 2023.

Proposed: Cllr. B. Watkins **Seconded:** Cllr. M. Moyle

The meeting agreed that the Clerk approach the Brownies to explore if we could offer them hall hire for the Christmas Period.

Christmas Card/Message/E-Card Competition?

The meeting reviewed the use of the Newsletter for a Christmas message along with options for holding a competition for 2023.

Resolved to recommend: that Carn Brea Parish Council hold a Christmas Card Competition and that delegated powers are granted to the Clerk, Chair and Vice of the Amenities and Projects Committee to come up with options for a Christmas Card competition for consideration by March's committee meeting.

Proposed: Cllr. R. Drew **Seconded:** Cllr. M. Moyle

Summer Fair/Picnic in the Park etc

The meeting considered options for holding a summer fair/picnic in the park.

Resolved to recommend: that Carn Brea Parish Council hold a summer picnic in the park with a budget of £1,000. That a Picnic in the Park Working Party is set up with the following terms of reference:
To make arrangements for a summer picnic in the park within the budget set.

Proposed: Cllr. M. Moyle

Seconded: Cllr. R. Drew

Kings Coronation

The meeting considered options for holding a community event to celebrate the Kings Coronation. There were mixed feelings regarding the matter and the meeting was informed that there was a budget set.

Resolved to recommend: that Carn Brea Parish Council do not arrange an event for the Kings Coronation.

Proposed: Cllr. M. Moyle

Seconded: Cllr. B. Watkins

23/01/A&P/18 To receive a report and review the effectiveness of the 2022 LMP Contract and make appropriate recommendations /resolutions.

The Clerk reported that there had been a small amendment with a path being upgraded to Gold and that this would have a small budgetary increase.

The meeting received a report from Cllr. Cooper regarding Japanese Knotweed and the flailing of a holly tree.

The meeting agreed that the Clerk inform Councillors when cuts have been completed at designated rights of ways within the parish so that Councillors can review the work completed.

23/01/A&P/19 To receive a report and review the effectiveness of the Grass Cutting Contract and make appropriate recommendations/resolutions.

The Clerk reported that the Council are in contract until 2024 and that work has been completed satisfactorily.

The meeting agreed that the Council are content with the work being completed and the Clerk arrange for a contract for another year to be signed.

23/01/A&P/20 To receive a report and review the current Weed Treatment Contract and make appropriate recommendations/resolutions for future contracts.

The meeting considered options for weed treatment within the park.

Resolved to recommend: that the Clerks office obtain quotations for weed treatment for the areas identified within the maps supplied.

Proposed: Cllr. R. Drew

Seconded: Cllr. B. Watkins

23/01/A&P/21 To consider and make arrangements for the distribution and / or planting of the tree saplings received and make appropriate resolutions / recommendations.

Cllr. R. Drew supplied a report to the meeting.

The meeting agreed to advertise the availability of tree saplings on a first come first serve basis.

23/01/A&P/22 To receive and consider requests received from the Cornwall Council Ward Councillors regarding suggestions for collaborative projects that CBPC can support with a view to applying for a Shared Prosperity Grant and make appropriate recommendations /resolutions.

The Clerk reported that no project requests had been received and that a new round of funding is coming up in the next couple of months.

23/01/A&P/23 To receive and consider areas of land within the Parish identified as possible planting areas for Trees / Shrubs & Bushes and make appropriate recommendations /resolutions.

The meeting considered a request for the planting of a hedge row along the border of Moorfield Road Open Space and the planting of a community orchard.

The meeting considered that Wheal Fortune Working Party may wish to consider the planting of shrubs and wild borders.

The meeting also considered planting of trees at Rockfield.

Resolved to recommend: that the following additional Terms of Reference be added to the Open Spaces Working party:
to complete a project plan proposal for tree planting within the parish for consideration/approval by Full Council.

Proposed: Cllr. Cooper

Seconded: Cllr. M. Davis

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23/01/A&P/24 To receive and consider options to update the Carn Brea Parish Council branding Logo and Letterhead and make appropriate recommendations / resolutions.

The meeting received a draft letter head template and new logo designs.

Resolved to recommend: that Carn Brea Parish Council accept the new logos designs and agreed them for future use.

Proposed: Cllr. S. Dale

Seconded: Cllr. C. Jordan

23/01/A&P/25 To receive a report and consider the provision of Salt Bins in Brea Village and make appropriate recommendations / resolutions.

The meeting considered a request to instal Salt Bins in the Brea Village area.

The meeting agreed that further enquiries are made as to the costs to supply a salt bin and replenishment of salt along with appropriate location for consideration at a future meeting.

23/01/A&P/26 To receive an update on the provision of Radar Speed signs and make appropriate recommendations/ resolutions.

Cllr. Drew supplied a written report to the meeting.

Resolved to recommend:

that a Speed Signs working party is formed with the following Terms of Reference: to put together a detailed proposal to include risk assessment, possible costs, responsibilities for relocation and monitoring in order that the Council to consider if it wishes to obtain quotations for consideration.

Proposed: Cllr. R. Drew

Seconded: Cllr. B. Watkins

23/01/A&P/27 To receive a report on outstanding actions and make appropriate recommendations / resolutions.

Defibrillator Provision

Cllr. Drew supplied a report regarding defibrillator provision.

The meeting agreed that an agenda item be added to March's meeting for the consideration of further defibrillators within the parish.

Roundabout Sponsorship

Cllr. Drew supplied a report regarding roundabout sponsorship. The meeting considered if it wished to explore the option further.

Resolved to recommend: **that CBPC do not take on management of roundabouts within the parish.**

Proposed: Cllr. M. Davis

Seconded: Cllr. M. Moyle

Further outstanding actions:-

- Moorfield Road Open Space Bench Installation
- Fire Door remedial works
- Upgrade of fire alarm panel
- Defibrillator training
- Dog Bin Provision at Wheal Fortune Park
- Review of feedback following Wheal Fortune Park consultation

Meeting Closed at 9:11 pm

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9.3.2023