



## Carn Bre Parish Council

Consel Plu Carn Bre

Mr. Andrew Moyle-Browning (Clerk to the Council)

Scryuynyas dhu Consel

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**Minutes of the Full Council Meeting, held at Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB on Thursday 18<sup>th</sup> January 2024 at 7:00 pm.**

**Present:** Councillors R. Drew (Chairman), S. Dale (Vice Chairman), S. Breul, M. Davis, P. Holmes, A. Hugo, C. Jordan, J. Pollock, M. Rainbird, T. Salisbury, B. Watkins and A. Woodrow. Councillor. E. Glanville (from point mentioned).

**Also Present:** Andrew Moyle-Browning (Clerk) and Sarah-Jane Noakes (Assistant Clerk). Councillors D. Crabtree (CC) and P. Desmond (CC).

**24/01/01 Chairman's welcome and safety procedures.**

The Chairman welcomed the meeting, explained the safety procedures and wished everyone a Happy New Year.

**24/01/02 To receive apologies for non-attendance.**

Councillors D. Cooper, M. Moyle and J. Paton.  
Councillors P. Perry (CC) and S. Weedon (CC).

**24/01/03 Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda.**

Cllr. M. Davis declared an interest in agenda item 26.  
Cllr. S. Dale declared an interest in agenda item 11.

**24/01/04 To consider written request(s) for dispensations.**

There were no written requests for dispensations.

**24/01/05 Public Participation on items on the agenda. (Maximum of 20 minutes – every speaker has a limit of 3 minutes under Council Standing Orders).**

There were no members of the public present.

**24/01/06** To receive and approve the minutes of the Full Council meeting held on 14<sup>th</sup> December 2023.

Minutes of the Full Council meeting held on 14<sup>th</sup> December 2023 were circulated ahead of the meeting.

**Resolved:** that the minutes of the Full Council meeting held on 14<sup>th</sup> December 2023 are approved.

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

**24/01/07** To consider the minutes of the Full Council Meeting held on 14<sup>th</sup> December 2023 and receive any reports on matters referred.

**23/11/11** The provision of a bin at South Wheel Francis Car Park is to be reviewed at an agenda item later in the meeting.

**23/12/10** The application for a Public Sector Deposit Account has been made and the Clerk is awaiting confirmation of transfer of money into the account.

**23/12/10** Consultants for Wheal Fortune Park improvements have been contacted and visits have taken place with a full report to be presented to the Open Spaces Improvement Committee.

**23/12/18** Letters to the Planning Inspectorate and Secretary of State have been sent regarding the Modification order WCA 770.

**23/12/22** The Cyber Insurance Policy is now in place.

**23/12/23** The Salt Bin purchase has been completed and installation took place in Brea Village.

**24/01/08** To receive and approve the minutes of the Annual Finance Meeting held on 4<sup>th</sup> January 2024.

Minutes of the Annual Finance Meeting held on 4<sup>th</sup> January 2024 were circulated ahead of the meeting.

**Resolved:** that the minutes of the Annual Finance Meeting held on 4<sup>th</sup> January 2024 are approved.

**Proposed:** Cllr. B. Watkins                      **Seconded:** Cllr. T. Salisbury

**24/01/09** To consider the minutes of the Annual Finance Meeting held on 4<sup>th</sup> January 2024 and receive any reports on matters referred.

**24/01/AFM/13** The Precept has been submitted to Cornwall Council for the financial year 2024/2025

24/01/10

- a) **To receive financial statements for the month ending December 2023.**  
Financial statements for the month ending December 2023 were circulated ahead of the meeting. Cllr. Drew informed the meeting that he completed the financial checks and found everything to be in order.
- Resolved:** that the financial statements for the month ending December 2023 are noted.
- Proposed:** Cllr. R. Drew                      **Seconded:** Cllr. J. Pollock
- b) **To receive and approve the payment schedule for the month of January 2024.**  
Members considered the payment schedule for the month of January 2024 for approval. Cllr. Drew confirmed that he had completed the financial checks and found the payment schedule to be accurate.
- Resolved:** that the payment schedule for the month of January 2024 is approved.
- Proposed:** Cllr. C. Jordan                      **Seconded:** Cllr. B. Watkins
- c) **To nominate a member to check the invoices, cheques and RBS for the month of February 2024.**
- Resolved:** that Cllr. S. Breul complete financial checks for the month of February 2024.
- Proposed:** Cllr. J. Pollock                      **Seconded:** Cllr. A. Hugo
- d) **To receive and approve the bank reconciliations for the month of December 2023.**  
Bank reconciliations for the month of December 2023 were circulated ahead of the meeting. Cllr. Drew informed the meeting that he completed the financial checks and found the reconciliations to be in order.
- Resolved:** that the bank reconciliations for the month of December 2023 are approved.
- Proposed:** Cllr. C. Jordan                      **Seconded:** Cllr. A. Woodrow
- e) **To approve transfers of money within accounts.**
- Resolved:** that £22,000.00 is transferred from the Lloyds Premier Account to Lloyds Treasurer Account and £20,000.00 from Lloyds Treasurer Account to Unity Current Account.
- Proposed:** Cllr. R. Drew                      **Seconded:** Cllr. T. Salisbury



## f) To consider movements to and from Earmarked Reserves.

**Resolved:** that the sum of £3,230.00 Locality Grant Funding received for the Neighbourhood Development Plan is moved into the earmarked reserves.

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

## 24/01/11 To consider correspondence received.

The following items of correspondence were circulated ahead of the meeting.

24/001 - Butterfly Conservation - Habitat Improvement Works

24/002 - Cornwall Council - Licensing Act Policy Review

24/003 - Planning Inspectorate - Restricted byway application

**Resolved:** that January 2024 correspondence is noted.

**Proposed:** Cllr. P. Holmes                      **Seconded:** Cllr. M. Davis

*Cllr. E. Glanville entered the meeting.*

## 24/01/12 To receive and note the minutes of the following committee meetings and to consider and make decisions on any recommendations and proposals to Full Council contained therein.

a) Planning Committee Meeting held on 21<sup>st</sup> December 2023.

Minutes of the Planning Committee Meeting held on 21<sup>st</sup> December 2023 were circulated ahead of the meeting.

**Resolved:** that the minutes of the Planning Committee meeting held on 21<sup>st</sup> December 2023 are noted.

**Proposed:** Cllr. R. Drew                      **Seconded:** Cllr. S. Dale

b) Staffing Committee Meeting held on 11<sup>th</sup> January 2024.

Minutes of the Staffing Committee meeting held on 11<sup>th</sup> January 2024 were circulated ahead of the meeting.

**Resolved:** that the minutes of the Staffing Committee meeting held on 11<sup>th</sup> January 2024 are noted.

**Proposed:** Cllr. E. Glanville                      **Seconded:** Cllr. B. Watkins



24/01/13

**To receive reports:-**

- (i) **Chairman of the Council**  
A written report from the Chairman was tabled at the meeting which included information regarding the Heartlands Closure and meetings attended.
- (ii) **Police Report**  
There was no report received.
- (iii) **Finance Member**  
Cllr. Drew reported that he had completed the financial checks and found the accounts to be in order.
- (iv) **Clerk**  
The Clerk reported that he had attended the Larger Councils Meeting, will be attending the first of several CiLCA Qualification support sessions on 19<sup>th</sup> January 2024 and is now a signatory on the Lloyds Account. The Clerk also reported on the following Chairman and RFO Expenditure under Finance Regs 4.1 and 10.6. In line with Financial Regs, quotations were sought for best value:-
- Emergency repairs to Council Vehicle at a cost of £421.25 inc VAT.
  - The latest edition of the Arnold Baker on Local Council Administration at a cost of £110.83 (excl VAT).
  - Title Deed for Moorfield Road at a cost of £18.95..
- (v) **To receive any written reports on any meetings attended.**  
There were no written reports received.
- (vi) **To receive verbal reports on any representation made on behalf of Carn Brea Parish Council.**  
There were no verbal reports received.


24/01/14

**To receive Cornwall Councillor reports.**

Cllr. P. Desmonde reported on the Heartlands Closure and discussions he has had with the Cabinet Members, Deputy Leader and Staff at Heartlands. He highlighted that his main concern was the welfare of the staff, impact on Pool Vision and the long-term future of Heartlands.

Cllr. D. Crabtree reported on the following:-

- Concerns about Heartlands Closure.
- Meeting of the North Kerrier and East Penwith Community Area partnership meeting.
- 20mph scheme rollout.
- Meeting with Highways Manager.
- Attendance on training regarding recruiting and retaining Councillors.
- Precept for all councils and possibility of future capping.



**24/01/15** To receive an update on the Carn Brea Parish Neighbourhood Plan, make appropriate resolutions.

The Clerk requested approval for expenditure of £800 for consultant fees in order to complete an information leaflet and press release ahead of referendum.

**Resolved:** that Carn Brea Parish Council approve £800 for consultant fees in respect of the Neighbourhood Development Plan.

**Proposed:** Cllr. R. Drew **Seconded:** Cllr. B. Watkins.

**24/01/16** To receive and review the Lone Working Policy with proposed amendments and make appropriate resolutions.

A copy of the Lone Working Policy with proposed amendments were circulated ahead of the meeting. The Clerk reported that due to the timing of the Health & Safety and Finance Committee meetings and the purchase of the Lone Worker Devices, The Clerk is attaching a revised policy with proposed amendments to Full Council for their review. The Clerk reported that the Council Employees have all reviewed the policy and proposed amendments.

**Resolved:** that the Lone Working Policy as amended is approved.

**Proposed:** Cllr. M. Rainbird **Seconded:** Cllr. A. Woodrow

**24/01/17** To receive a report and make appropriate resolutions for the Weed Treatment contract for 2024.

A report, maps and draft contract was circulated ahead of the meeting.

The Clerk requested that the Council consider and make resolutions for the 2024 treatment to included:

- Approve Maps / locations.
- Approve draft contract.
- Approve quotations to be requested.

*Cllr. P. Desmonde left the meeting.*

**Resolved:** that the weed treatment report, maps and draft contract are approved. Delegated powers to clerk to obtain quotations for 2024 weed treatment.

**Proposed:** Cllr. T. Salisbury **Seconded:** Cllr. C. Jordan

**24/01/18** To receive nominations for 4 vacancies on the Open Spaces Improvement Committee.

**Resolved:** that Councillor B. Watkins be nominated for the vacancy on the Open Spaces Improvement Committee.

**Proposed:** Cllr. R. Drew **Seconded:** Cllr. A. Woodrow



**24/01/19** To receive nominations for 1 vacancy on the Health & Safety and Finance Committee.

There were no nominations for vacancies on the Health & Safety and Finance Committee.

**24/01/20** To receive a report on the Defibrillator unit located at Cowlins Mill, Carn Brea Pod Homes and make appropriate resolutions.

Cllr. Dale reported on the current location of a defibrillator at Cowlins Mill and asked the meeting to consider requesting its relocation to allow greater public access.

**Resolved:** that Carn Brea Parish Council request that Cornwall Council relocate the defibrillator unit located at Cowlins Mill, Carn Brea Pod Homes so that it is outside the compound and so available for public use.

**Proposed:** Cllr. S. Dale **Seconded:** Cllr. M. Rainbird

**24/01/21** To receive a report on the Moorfield Road Open Space Title Plan and Boundary and make appropriate resolutions.

A report and a copy of the Land Registry document was circulated ahead of the Meeting and the Clerk requested that the Council consider and make resolutions of the future management of the land.

The meeting highlighted that the area is currently maintained by Cornwall Council, possible risk to hedgerow if planting hedge outside the current fenced boundary, error in Council's postcode in the document and the need for clarification regarding what area is covered by the Fields in Trust registration.

*Cllr. S. Breul left and returned during discussion.*

**Resolved:** that Carn Brea Parish Council accept that the grass verge outside Moorfield Road Open Space to the West, South & East as shown on the Land Registry Title Deed Document CL210712 is the property of Carn Brea Parish Council.

**Proposed:** Cllr. B. Watkins **Seconded:** Cllr. C. Jordan

**Resolved:** that as the landowner, Carn Brea Parish Council accept responsibility for the grass verge outside Moorfield Road Open Space to the West, South & East as shown on the Land Registry Title Deed Document CL210712.

**Proposed:** Cllr. P. Holmes **Seconded:** Cllr. B. Watkins







**24/01/24 To receive the resolutions of the Staffing Committee Meeting held on the 11<sup>th</sup> January 2024.**

Details of resolutions made by the Staffing Committee were tabled and the meeting approved a recommendation from the Staffing Committee.

**24/01/25 To receive a report and consider options and quotations for the provision of a bin at South Wheal Francis Car Park and make appropriate resolutions.**

A report was circulated ahead of the meeting and the Clerk requested that the Council consider the information and make resolutions on bin style/size, annual cleansing cost and associated installation costs.

**Resolved: that company 2 is accepted for a waste bin at South Wheal Francis Car Park.**

**Proposed:** Cllr. C. Jordan **Seconded:** Cllr. A. Hugo

**Resolved: that the Council approve a maximum cost of £253.45 for installation and annual cleansing of the waste bin at South Wheal Francis Car Park with Cornwall Council for year 1.**

**Proposed:** Cllr. R. Drew **Seconded:** Cllr. T. Salisbury

**24/01/26 To receive and consider a Grant Application from the Red Choughs Walking Netball Group and make appropriate resolutions.**

*Cllr. M. Davis left the meeting.*

A grant application from the Red Choughs Walking Netball Group was circulated ahead of the meeting.

**Resolved: that £1000.00 grant is awarded to the Red Choughs Walking Netball Group.**

**Proposed:** Cllr. P. Holmes **Seconded:** Cllr. C. Jordan

**Meeting Closed at 8:54 pm**