

# Ponsanooth Parish Council

CLERK. Mary Gosling. 3 Cliff Terrace, Portreath, TR16 4LE.

Tel 07907 842937 email [ponsanoothpc@gmail.com](mailto:ponsanoothpc@gmail.com)

Website: [ponsanoothparishcouncil.co.uk](http://ponsanoothparishcouncil.co.uk)

Meeting Minutes 13<sup>th</sup> September 2021- Ponsanooth Hall

Ponsanooth Parish Council held a full Parish meeting of the Council held at Ponsanooth Village Hall, on 13th September 2021 at 7pm and there were Present: Chairman Cllr M Ferris, Vice Chairman Cllr D Willcocks, Cllr M Beckett, Cllr S Carlyon, Cllr L Jackson, Cornwall Cllr P Williams, and members 2 members of the public.

		<b>Action</b>
163/21	Welcome by the Chairman The Chairman Cllr Ferris welcomed everyone to the meeting and invited members of the public to speak prior to the start of the meeting.	
164/21	Mr Roger Pascoe (resident from St Michael's Road, Ponsanooth); Mr Pascoe made an impassioned presentation which centered primarily on the speed of traffic on St Michaels Road and potential solutions. Mr Pascoe kindly provided a copy of his suggestions which are attached to these minutes. He implored the Parish and Cornwall Councils to act  Cornwall Cllr Peter Williams outlined the 2 schemes (1. St Michaels Road crossing scheme complete with speed signs – similar to those installed near the Norway Inn and 2 Commercial Hill speed cushions) that will be undertaken in November 2021 which will address some of the concerns raised by Mr Pascoe.  Cllr Willcocks stated that a Ponsanooth Road Safety Group had recently been set up to address issues throughout the village and will look to pick up any issues remaining after the completion of/ the 2 schemes mentioned above (further details of the group are provide below). Cllr Willcocks offered Mr Pascoe to join the group; Mr Pascoe said he would consider the offer and provided his details;  Action Cllr Willcocks to make Contact with Mr Pascoe with regards to him potentially joining the Road Safety Group  Action Cllr Willcocks to take Mr Pascoe's suggestions and take them up within the Road Safety Group.	<b>DW</b>         <b>DW</b>
165/21	Cllr Ferris wanted to express her sorrow on behalf of the Council at hearing the news of the Passing of Sue Thomas (Former Clerk of St Gluvias Parish Council), who worked very hard on behalf of the Parish. All members were very sorry to hear the news.	
166/21	Apologies for Absence - Ian Robson, Mary Gosling (Clerk) – Cllr Darren Willcocks will take notes for the meeting and present all materials etc in Mary's absence	
167/21	Declarations of interest were received from Cllr Daly as a member of the PPFA will not take part in discussions regards the application for a grant from the PPFA	
168/21	The Chairman signed the minutes of the meeting held on the 12 <sup>th</sup> July 2021 as a true and correct record, proposed Cllr Beckett, seconded Cllr Daly.	
169/21	The register of delegated authority for June and July 2021 was ratified and signed by the Chairman. Proposed Cllr Ferris, seconded Cllr Daly. The supporting documents for Penvose student village were also received by the Council.	

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170/21	The register of delegated authority for August 2021 was ratified and signed by the Chairman. Proposed Cllr Daly, seconded Cllr Ferris	
171/21	<p>Report from Cornwall Cllr Peter Williams.</p> <p>Cornwall Cllr Peter Williams kindly outline the St Michael's Road Crossing scheme consisting of Traffic Lights, new road surfacing, new bus stop, adjustments to the pavement and new speed signs at the entrance to the village</p> <p>These works will start on the 8<sup>th</sup> November 2021 for a period of 6 weeks. He is under the impression that the Speed cushions on Commercial Hill will be done at the same time, but will check this with CC (Cormac) and provide an update)</p> <p>Action Cornwall Cllr Peter Williams to confirm if Speed cushions on Commercial Hill will be done at the same time as the St Michael's Road scheme</p>	<b>PW</b>
172/21	<p>Update on Casual vacancies filled by Co-option</p> <p>Update by Cllr Willcocks. The Council currently has 6 Councillors including Cllr Lorna Jackson who has been successfully co-opted. Mr Ian Robson is currently completing the paperwork with the Clerk and should join the next meeting.</p> <p>Mr Ryan Hunniset has not been co-opted, therefore there remain 3 casual vacancies for Councillors.</p> <p>The Chairman Welcomed Cllr Lorna Jackson to the Parish Council</p> <p>Action Clerk to complete Paperwork for Ian Robson and follow up with Ryan Hunnisett and provide update at next meeting.</p>	<b>MG</b>
173/21	<p>Cllr Willcocks outlined the recommendations of the Finance Committee. The Councils Bank mandate was reviewed, and it is recommended and agreed that we add Lorna Jackson as a signatory to the Council bank account, as it provides more flexibility to maintain the 2-signature mandate. Proposed Cllr Willcocks Seconded Cllr Beckett</p> <p>Action Clerk to add Lorna Jackson as Signatory to the Council Bank Account</p>	<b>MG</b>
174/21	<p>Cllr Willcocks confirmed that the finance committee recommended adding Lorna Jackson as a member of the Finance committee; Lorna Jackson pointed out that the current Terms of reference for the Finance Committee (TORS) currently only allow for 4 members of the committee. Cllr Willcocks outlined 3 options</p> <ol style="list-style-type: none"> <li>1. One current member of the committee drops out</li> <li>2. Lorna does not become a member</li> <li>3. The TORS are updated to Five Members</li> </ol> <p>It was agreed to change the TORS as this will provide additional scrutiny for a very important committee. It was agreed to update item one of the Finance Committee TORS changing it from Four Parish Councillors to Five Parish Councillors and to add Cllr Jackson as a member of the Finance Committee. Proposed Cllr Willcocks and Seconded Cllr Daly.</p> <p>Action the Clerk to amend the Finance Committee TORS as above and add Cllr Jackson as a member of the Finance Committee</p>	<b>MG</b>
175/21	To Adopt the Employers Discretion Policy	

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	<p>Cllr Willcocks outlined the Policy and indicated that it included items of discretion relating to the Clerks Pension. The Policy is required to be adopted by the Council as part of the Clerks Pension and is a standard document provided by Cornwall Council. It was recommended by the Finance Committee to adopt the Employers Discretion Policy however all items of discretion would in the negative, the items of discretion would be reviewed at the Clerks next review. Proposed Cllr Beckett Seconded Cllr Ferris</p> <p>Action Clerk to action the adoption of the Policy Action Finance committee to review the discretions at the Clerks next review; Clerk to add to Agenda of next Finance committee</p>	<p><b>MG</b> <b>FC</b></p>
176/21	<p>Budget Position - Cllr Willcocks provided an update of the current budget. The council are currently £2k over budget however we are only half way through the year and there is flexibility in some of the budget headings to bring this figure back into budget. The council through sound management also have an appropriate amount in reserves to cater for unexpected costs in the sum of £12k. The finance committee recommended that the budget position was reviewed by the finance committee again in November / December 2021. Proposed Cllr Willcocks Seconded Cllr Daly</p> <p>Action Finance committee to review budget at next committee meeting; Clerk to add to Agenda of next Finance committee</p>	<p><b>MG</b> <b>FC</b></p>
177/21	<p>Cllr Willcocks outlined the finance report and bank reconciliation for August 2021 and payment schedule for September 2021. Proposed Cllr Ferris Seconded Cllr Beckett.</p>	<p><b>MG</b></p>
178/21	<p>Contribution to speed cushions on Commercial Hill - Cllr Willcocks outlined the meeting with Cormac and Cornwall Council; The costs of the scheme have increased as lights had to be altered to meet the requirements of the speed cushion scheme. We are awaiting a reply from Cormac to confirm that the lighting is not part of standard maintenance. Assuming this is the case we are asking the council to agree to fund the additional costs from the Solar Panel fund in the additional sum of £1,503. Proposed Cllr Jackson Seconded Cllr Daly Action Clerk to provide funds £1,503 to the appropriate body upon request and upon conformation that the Works to the lights are required as part of the scheme and are not routine maintenance</p>	<p><b>MG</b></p>
179/21	<p>Grant application</p> <p>a. A grant application was received from the PPFA for £2,965 ex VAT for repairs to play equipment and £3,750 ex VAT for new playground equipment. It was agreed to fund the repairs in the Sum of £2,965 ex VAT. As the PPFA are tied to the existing supplier in terms of liability etc. It was agreed to request 2 additional quotations for the new equipment in the interests of proving value for money. Proposed Cllr Beckett Seconded Cllr Carlyon</p> <p>b. A grant request was received from St Michaels and All Angels Church for £500 towards Cemetery maintenance costs. It was agreed to fund the maintenance. Proposed Cllr Daly Seconded Cllr Willcocks</p>	<p><b>MG</b></p>

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180/21	<p>Planning - Mylor NDP</p> <p>The response is not required until November. Cllr Daly proposed taking this to the Ponsanooth NDP group to organise a response. Seconded Cllr Willcocks Action Cllr Daly to organise a response to the Mylor NDP through the Ponsanooth NDP</p>	<b>CD</b>
181/21	<p>Report from Chapel Working Group - Cllr Willcocks stated that the group have received confirmation of funding from the Church for the feasibility study and have submitted a grant request for further funding to the Architectural Heritage Fund. A response should be received in the next few weeks. Action DW to update at next meeting</p>	<b>DW</b>
182/21	<p>Cllr Willcocks as Chair of the Road safety Group provided an update. Members of Group – Cllr Ferris. Cllr Daly, Cllr Willcocks (Chair); Louise Houston and Hannah Davies</p> <p>There have been 3 meetings to date, minutes have been shared and there has been good progress in setting the parameters of the group</p> <p>The Purpose of the Group has been defined as follows;</p> <ul style="list-style-type: none"> <li>• To take a strategic approach to the safety of all road users in the Parish particularly pedestrians and cyclists using St Michaels Road, Commercial Hill and Park Road.</li> <li>• To engage with the community to gather information about issues and communicate findings; disseminate information to other groups within the Parish</li> <li>• To produce a short term and long term action plan which can inform recommendations.</li> <li>• To follow up with Plan and ensure actions are implemented. Obtain feedback from community and improve and adapt plan</li> </ul> <p>The Key Themes of the group are</p> <ul style="list-style-type: none"> <li>• Communications</li> <li>• Safety of pedestrians and Cyclists on St Michaels Road Commercial Hill and Park Road</li> <li>• Parking</li> <li>• Speedwatch</li> <li>• Other – headings to be considered once we have started communications with residents and received comments</li> </ul> <p>Contact has been made with Stuart Douglas the speed watch co-ordinator for Perranarworthal who has offered help to set up a speedwatch group and lend equipment. Cllr Willcocks confirmed that the Fair day had provided a great opportunity to further consult with the village and 30 responses have been received to date. Terms Of Reference have been prepared and agreed for recommendation by the Working group</p> <p>Cllr M Beckett proposed adding Frog Hill but later agreed that this was part of the St Michael's Road. TORS were proposed by Cllr Willcocks and seconded by Cllr Beckett</p> <p>Action Clerk to take TORS and officially incorporate</p>	<b>MG</b>
183/21	<p>Report from Ponsanooth NDP - Cllr Daly reported that the fair day consultation with the public had proved a success and the Design, landscaping and Road safety tent had been popular and well received. The forms completed provide</p>	

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	invaluable evidence for the NDP process. A meeting will take place tomorrow which will take the design elements further	
184/21	<p>Report from PPFA</p> <p>a. Fair Day Cllr Daly confirmed that Fair day had been a great success and proved that people welcomed the event despite COVID. It was as well attended if not better than the 2019 event (which was one of the best). The Chair Congratulated all involved in organising the Fair and all the hard work that was involved in bringing together such a successful event</p> <p>b. Pre School Cllr Willcocks and the Clerk met with the pre school to discuss the lease. He outlined the meeting which included the cost of the lease and the service charge. The current position is £380 per month and the proposal is £420 per month.</p> <p>Cllr Willcocks recommended that the costs of the services that constitute the service charge are calculated as accurately as possible and the in agreement with the Pre school, the Service charge and the rent are separated. The service charge being at cost going forward and the rent fixed over the next 10 years. Proposed Cllr Willcocks Seconded Cllr Beckett</p> <p>Cllr Willcocks stated that the pre school currently due to financial pressures do not want to exceed £380 per month and also do not want to be tied into a fixed position in 10 years time.</p> <p>Cllr Willcocks proposed that the position in 10 years time is left up to negotiation between the members of the council at that time and the pre schools. Proposed Cllr Willcocks Seconded Cllr Beckett</p> <p>Action Clerk to collate service information and provide to Cllr Willcocks.</p> <p>Action Cllr Willcocks to bring information together and bring a proposal to the next meeting – clerk to add Agenda item to next meeting</p> <p>c. PPFA General Cllr Daly confirmed that the PPFA AGM will be in Oct/Nov Cllr Daly confirmed that TMS cut the grass – DW to follow up with the school</p> <p>Action DW to follow up with the grass cutting with the school</p>	<p><b>MG</b></p> <p><b>DW</b></p> <p><b>MG</b></p> <p><b>DW</b></p>
185/21	<p>Due to the increase of the boundary to Ponsanooth Parish it was agreed that Cllr Ferris would draft a welcome letter to new residents.</p> <p>Action The Clerk to send out the letter once the draft is agreed.</p>	<b>MG</b>
186/21	Date of next full parish meeting will be 11 <sup>th</sup> October 2021, Ponsanooth Hall café at 7pm.	