

**Minutes of the FEOCK PARISH COUNCIL ACCESS & AMENITIES COMMITTEE MEETING held on
Thursday 23rd June 2016 at the Parish Council Office, Devoran at 7.00pm**

WARDS	CARNON DOWNS	DEVORAN	FEOCK
	B Richards	B Thomas	C Blake
	P Allen		
	I MacDonald		

In attendance: Debra Roberts, Parish Clerk & Responsible Finance Officer

CHAIRMAN: Councillor Allen

1. INTRODUCTION

The Chair welcomed everyone to the meeting.

2. APOLOGIES

Apologies had been received from Cllr Johnson.

3. APPROVAL OF MINUTES OF THE MEETING HELD ON 19th MAY 2016 AND MATTERS ARISING RESOLUTION: CLLR RICHARDS PROPOSED THAT THE MINUTES OF THE MEETING HELD ON 19TH MAY 2016 AS CIRCULATED BY THE CLERK BE CONFIRMED AS A TRUE RECORD, AND SIGNED BY THE CHAIRMAN. THIS WAS SECONDED BY CLLR BLAKE AND WAS CARRIED BY THE MEETING.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made.

5. PUBLIC PARTICIPATION

There were no members of the public present.

6. CLERKS REPORT ON MATTERS ARISING FROM PREVIOUS MEETING

The Clerk's report was circulated and is attached at Appendix 1.

Cllr MacDonald commented that we had been successful in our bid for devolution funding to expand the library area. The Clerk advised she had applied for listed building consent for the internal works. To satisfy our financial regulations we need endeavour to get two additional quotations for the work which the Clerk was working on getting.

7. WORKS REQUIRED – FOOTPATHS, FOOTPATH SIGNAGE

Cllr Allen commented that previously the Council's assets that required risk assessments had been divided up between Councillors for them to take responsibility for individual assets and carry out at least annual reviews of the initial assessments that Cllr Allen had completed. As not all Councillors were regularly doing this, Cllr Allen has reviewed them himself this year, the Clerk circulated a list of actions and the current status of these. Cllr Allen stressed that it did not mean that the Councillor who had been allocated a specific asset to monitor could not still keep an eye on it and report back to the Clerk any particular issues that needed action. Cllr MacDonald said that a reminder when reviews were due would be helpful. Cllr Richards felt that if Cllr Allen was happy to continue to monitor the sites and do the reviews then he was happy for him to do so in conjunction with the Clerk to ensure the assessments were kept up to date and reviewed regularly.

The following works were outcomes from the risk assessments.

Bus Shelters at Four Turnings and Porthgwidden

Both need work to soffits and facias and repainting. The Clerk advised that estimates had been received from our contractor for these works. Four Turnings - £435 and Porthgwidden - £235

The Clerk advised that this spend would need to be agreed by the Full Parish Council as this work had not been budgeted for or agreed previously.

RESOLUTION: CLLR RICHARDS PROPOSED THAT IT BE RECOMMENDED TO THE FULL PARISH COUNCIL AT THE NEXT MEETING TO ACCEPT THE QUOTATIONS PROVIDED FOR THE REPAIRS TO THE BUS SHELTERS AT PORTHWIDDEN AND FOUR TURNINGS, SECONDED BY CLLR BLAKE AND CARRIED.

Carnon Downs Bus Shelter

Cllr Allen advised that the bench seat had been taken out a number of years ago due to problems with youths vandalising the shelter. Cllr Allen had received lots of complaints that there was nowhere to sit in the bus shelter as the perch seat was very awkward to sit on. If the Council installed new, more appropriate seating in the shelter then they need to ensure it is sited so that people can see the bus coming to give time for people to get up and hail it. The Clerk advised that our contractor has priced for putting a seat at the short end of bus shelter and to cut a window in the opposite wall. The bush outside the shelter will need to be cut back so that there is a clear view through the window as at present this would be obscuring the new window. The Clerk would check the price provided by the Contractor (£360) included a bench type seat at the short end and not just the perch seat cut down and moved. The Clerk advised that £500 had been agreed as the budget for the works to the Carnon Downs bus shelter and therefore the Full Parish Council did not need to agree this again.

Chycoose Beach steps

The Clerk advised that this work had previously been agreed by the Council however unfortunately the contractor was unable to carry out the work, however a new price had been received from a second contractor, to cut out the steps, replace steps as required and a new hand rail for the price of £610.

RESOLUTION: CLLR RICHARDS PROPOSED THIS QUOTATION BE ACCEPTED AND THE WORK CARRIED OUT ASAP, SECONDED BY CLLR BLAKE AND CARRIED BY THE MEETING.

Penpol footpath

Cllr Allen advised that this is footpath no.46 which starts at Penpol Bridge and runs beside Penpol Pond, opposite the stepping stones and around to the boatyard. The first part by the bridge is full width and was previously the road into Trolver Croft before Trevallion Park was built, so had in the past been quite a wide access. Over the years it hasn't been cut out and it is now a single file path. Cllr Allen would like to see some of the footpaths cut out so that two people can walk side by side with this being the first one to be opened up, a price from our contractor has been given of £120.

RESOLUTION: CLLR RICHARDS PROPOSED THIS PRICE BE TAKEN TO FULL PARISH COUNCIL WITH THE RECOMMENDATION THAT THE WORK BE CARRIED OUT AS SOON AS POSSIBLE, SECONDED BY CLLR ALLEN AND CARRIED BY THE MEETING.

Footpath signposting

Cllr Allen advised that more work is needed to improve the signposting of our footpaths, a list has been put together where footpath signs are broken off and need re-instating or missing altogether and forwarded to Cornwall Council for action. The Council have budgeted £1000 this year for lengthsman scheme, Cllr Allen would like to use some of this money to re-site/replace these signs. Cllr Blake suggested the posts be aluminium to ensure they lasted not like the wooden ones which were now rotting and needed replacing.

RESOLUTION: CLLR BLAKE PROPOSED THAT THE PARISH COUNCIL BE ASKED TO ALLOCATE THE £1000 LENGTHSMAN BUDGET TO FOOTPATH SIGNS/WORKS, SECONDED BY CLLR RICHARDS AND CARRIED BY THE MEETING.

Cllr Blake commented that there is a missing/broken off footpath sign past the Church in Penpol, one at Harcourt which has been knocked/taken down, another had fallen over by the Parish Council's noticeboard, there is another going down towards Pill Creek, where you turn left and then go back over fields, just as you go in the field there is a footpath sign that is cast aluminium and it is broken off. Cllr Richards also commented that on one of the Roundwalks where the steps come up from Pill Creek there is no footpath sign and this could be confusing. The Clerk advised that the condition of the steps up from Pill Creek beach had been raised with her, Cllr Blake felt they were in good condition but would check.

New footpath route in Devoran

Cllr Allen said that we needed to formally establish a new footpath route in Devoran, the link from St Johns Terrace, down Tank Hill, across to Carclew Terrace and then across the steps to Quay Road. The definitive footpath shown on the map currently runs along from the bottom of Market Street through the car park, along the back of the Village Hall and the Doctors Surgery, through various properties before coming out at the bottom lane between Quay Road and the Tram Road, following the old railway route. In the 70s it was built over and because Quay Road ran parallel and left as was, the previous Council tried to find a compromise route but were unsuccessful. Cllr Allen would like to get this new un-disputed route established so that it could be shown on the definitive plan. A form needed to be completed by people to say that the route was undisputed and they had used the route, Cllr Allen had written out an example which the Clerk would distribute for completion and return to her.

Heritage Lottery Footpath project

The Clerk had circulated the latest versions to those present of the routes that would be included in the roundwalk leaflets. Cllr Allen asked for comments on the routes/text by the end of next week so that final versions could be given to the Graphic Designer to start laying out the leaflets with photos and maps. Cllr Allen has been working on getting permission for using various photos and lots of local groups had been very helpful with this work.

Cllr Allen said that it may be that we wish to purchase additional printed leaflets, however until we were sure how we were going to distribute them he would like this issue deferred. We could not sell the leaflets that were funded by the Lottery funding. However by having additional leaflets printed at the same time as those funded by the Lottery (these additional leaflets would need to be paid for by the Parish Council) we could save money over having them printed at a later date.

8. ENVIRONMENT AGENCY LAND AT CARNON VALLEY

Cllr Allen said unfortunately there had been no progress with the Environment Agency. Although the latest discussions were still looking very positive. The EA had apologised for how long it is taking to get back to the Parish Council with a proposal, they were meant to be having an internal meeting in the last 2 weeks of this month which should result in a proposal for us. The EA were waiting for a report from Stags Estate Agents regarding various issues on the land. Kea and Perranarworthal Parish Councils were happy to have a representative on any management committee that may be set up if we do take on the land but did not wish to put any money into the project. Kea Parish Council were especially concerned about the flooding near to the Bissoe Bridge that occurs regularly in the winter and responsibility for this. Cllr Allen commented that we would not wish to take on riparian ownership of the river as part of any agreement to manage / take over the land. There was a suggestion that they may be willing to lease the land to the Parish Council, hopefully there would be more news in the next few weeks.

There was a discussion regarding the Truro Loops project which would provide additional cycle paths in the Newham/Malpas area. It was felt that the cycle path to Truro from Devoran is not well signposted and that consideration should be given to linking the cycle route from Truro to Devoran with the coast to coast cycle path to highlight that you could cycle from Truro to Porthreath on paths. Cllr Allen had contacted the Truro Loops project group and highlighted our wish to improve the route of and the awareness of the Truro to Devoran cycle route. Cllr Allen suggested we advertise the route in Truro, suggesting putting signs at the start by M&S. Cllr MacDonald suggested we contact Truro City Council who were involved in the Loops project to see if they would be willing to help fund any advertising.

9. PLANTING SCHEME FOR LAND AT MARKET STREET

The Clerk advised that the land has now been tidied with the two Christmas trees removed and the ground cleared of brambled. Cllr Allen would like to see this patch of land planted with plants to reflect those brought back by the Lobb Brothers to the area. This would tie in with the roundwalk project as the Lobb Brothers are mentioned in one of the walks and this would make an ideal site for one of QR points.

RESOLUTION: CLLR ALLEN PROPOSED THAT THIS PIECE OF LAND BE PLANTED WITH PLANTS BROUGHT BACK BY THE LOBB BROTHERS, ENDEAVOUR TO GET SPONSORSHIP FROM LOCAL NURSERIES FOR THIS, SECONDED BY CLLR RICHARDS AND CARRIED.

10. REVIEW OF RISK ASSESSMENTS

The Clerk had circulated an updated list of actions from the risk assessments (attached at appendix 2) and actions required.

It was noted that the signs would be provided as part of a signage project, to include 4 new signs for the recreation areas, including the new one at Trevince. The fencing and tidying at Restronguet Point had been completed. Additional fencing had been installed at Devoran Playing field to stop children getting in on top of the bottom hedge to climb the tree and causing damage to the wall.

It was noted that all self closers on park gates need checking and Devoran gate needs new self closer latch installing, the Clerk to arrange.

The existing bench at Carnon Mine had fallen apart when the contractor tried to move it to restore it. We may be able to fund this from the Heritage Lottery funding as we had allowed for new benches along footpath routes.

Penpol Beach – this needs some tidying, Cllr Allen has removed 2 wrecks recently, there were others that had not moved for some time and he would review the potential for putting a notice on them before removing to clear up the area. Cllr Allen suggested we try to clear and keep clear of boats the area adjacent to the stepping stones and by the mown grass strip so that people can launch kayaks and access the water. There are two boats on this 'beach area', the owner of one is known but the other owner is not. Cllr Allen suggested the first 20 yards be designated as beach area for launching kayaks and to be kept clear of boats, so 80% of the foreshore would stay as lay up area and 20% as launching, with signs put up to designate the areas. After discussing the difficulties with this idea no resolution was made at this time.

The mooring stakes in the grassed area are also dangerous for pedestrians so signs would be tied to them asking the owners to re-site them on the foreshore.

Cllrs Richards and MacDonald left the meeting at 9.05pm

There being no further business the meeting closed at 9.15pm.

Clerks report on matters arising from previous meeting – May

Virtual footway, Greenbank Road – Clerk has contacted Cornwall Council to ask them to go ahead with the safety review, have also chased on 14/06/16 to check no further information needed from us before they can start work on this. Also written to Dirk Kennedy to thank him for his voluntary work on the grass verge.

A39 footway on verge – Clerk has contacted the contractor whose quote was approved by the Council to ask him to start work asap, it is hoped this will be by the end of June.

Share with care signs – the signs have arrived and John Bray and Cllr Richards are arranging between them to install them along the Tram Road.

Tesco Bags of Help funding – the Clerk has submitted a bid for outdoor gym equipment for the Carnon Valley cycle path.

Fingerpost restoration – need to chase up KHF regarding sand blasting.

Speeding campaign – Clerk and Cllr Richards have submitted a bid to Cornwall Council's devolution fund for a speed awareness campaign/feasibility study.

Risk Assessment Review and Actions - June 2016

Clerks comments in bold

Carnon Mine

1. Outhaul stakes close to the steps to the beach should be repositioned – **P Allen to action**
2. The sign indicating Feock PC ownership and site history has faded and requires replacing. This needs to indicate a contact in case of problems – **this will be updated as part of Roundwalks History project (Heritage Lottery)**
3. The bench may be replaced as part of the Roundwalks History project
4. Bench immediately below the entrance is in a dangerous condition and needs a warning sign. **Price for new bench needed as existing is not economic to repair.**
5. Footpath sign needs to be reinstated as it has broken off at the base – Ewen to be asked to do this. **Clerk to produce a list of all footpath signs that need to be reinstated for Ewen to action.**

Land at Restronguet Point

1. The steps to the beach require clearing of grass and cutting overhanging hedge material which impedes passage – **Ewen has been asked to do this work**
2. Consider providing care advice to users, together with a code of conduct for dinghy storage and outhaul positioning – this will be dealt with as part of our signage initiative. **A temporary sign has been put up asking not to store boats in front of bench.**
3. Provide a sign is required indicating the land status and Parish Council administration and contacts - **this will be dealt with as part of our signage initiative**
4. The site should be inspected by a representative of the Parish Council on a half yearly basis.
5. Further fencing and sign to be installed around bench to ensure boats are not stored in front of the seat ('L' shape around the back of the seat) **Fencing now completed.**

Retallack Playing Field

1. The self closer on the entrance gate requires repair. **Clerk to arrange**
2. A lock is required on the entrance field gate. **Padlock has now been put onto vehicular entrance and grass cutting contractor advised to collect key from PC office**
3. A sign is required advising age recommendations for users and that younger children must be supervised – **part of signage initiative**
4. Ramp to the zip wire will need replacing within approximately a year - **monitor**

Devoran Recreation Ground

1. Access by children needs to be under supervision due to risks from cars along the top road adjacent to the park, a sign to this effect may be useful – **include as part of signage initiative?**

Carnon Downs Playing Field

1. Signs required, advising: age recommendations and young children must be supervised – **part of signage initiative, when S106 money is available.**
2. The issue of skateboarder use requires further assessment – **will be reviewed when S106 money is available.**
3. Equipment is corroding – there is wide spread rust on several pieces of the play equipment, particularly the slide. **Consider/survey this when new equipment being considered through S106**

4. The wooden "surrounds" holding in the bark chippings under the equipment are deteriorated. **This has now been renewed.**
5. Regular tidying work to wall to be added to Ewen's contract list. Flat cut on top of wall 18", snip out brambles from side of wall. **Added to Ewen's annual work list.**

Land at Market Street

1. Planning permission being sought to remove 2 Christmas trees – **now granted and trees removed and area tidied**
2. Approach to the Scouts to see if they would like to carry out tidying work – **Clerk to ask**
3. Plant with bulbs as part of Queens birthday celebration – **discuss at A&A meeting**

Carnon Yard

1. Consider putting granite stones in front of bench seat in order to avoid parking immediately in front which blocks any view. **Allowed for in projects budget for 2016/17**
2. Cut out to the side of the bench seat by the plaque and column to give better views.
3. Consider replacing the uncomfortable bench seat dependant on round walks project

Chychoose Beach

1. Council have agreed to replace the steps, however a contractor has been unable to be found at the present time to carry out the work. **Price from second contractor now obtained.**
2. A sign is required indicating the Parish contact in case of issues – **part of signage initiative**

Point Quay & Green

1. Signage indicating unprotected drop and deep water has been raised with Point Quay Association and they are considering this.
2. An antislip surface is required on the slipway – this has been raised with Point Quay Association who are scheduling additional slipway cleansing in order to ensure slippery seaweed build up does not take place. Planned to do early in the season at the regatta and later in the season with intermediate action as required.
3. Signage is required indicating the contact (Parish Clerk) who should be informed of damaged or missing safety equipment.
4. 'Keep Clear' road markings need renewing as fading. **Cormac not able to fund this and will supply a price for PCs consideration.**

Penpol Chapel Car Park, Penpol Pond, Carnon Downs Tumulus

No issues

Carnon Downs Bus Shelter

Price given for work to install a window and Clerk to check if price includes new bench type seat