



# Tregony with Cuby Parish Council

Clerk: Mrs Mary Symons

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## AGENDA

6 December 2021

To members of Tregony with Cuby Parish Council

You are hereby summoned to attend the monthly meeting of Tregony with Cuby Parish Council

On: **Monday, 13<sup>th</sup> DECEMBER 2021**

Commencing: **at 7 p.m.**

At: **The Committee Room, Tregony Village Hall . Tregony**

for the purpose of transacting the following business:

Mary Symons, Clerk to the Council

1. **Apologies for absence**
2. **Parish Council vacancy:** council to co-opt a particular person following consideration of applications
3. **Acceptance of Office** signed by co-optee
4. **Declarations of interest:** agenda items, gifts over £50 Dispensations.
5. **Open Period** - Public participation (up to 15 minutes) –For electors of Tregony with Cuby parish to make representation to the Parish Council.
6. **Minutes of the meeting** held on Monday, 8<sup>th</sup> November 2021
7. **Matters Arising** from the last meeting:
  - 255/21 Parking on Fore Street – update
  - 253/21 Covid recognition board – update
  - 251/21 Children’s facilities – update
  - 223/21 Sports club development proposal – update on planning application
8. **Cornwall Councillor’s Report** – Cllr Julian German
9. **Dogs on Sports field** - Council to consider the proposal for signage to be installed at the Sports field and to approve expenditure, if appropriate. *See appendix 1*
10. **Welcome to Parish Signage**, on main roads into parish. Council to consider the proposed signs designed and costed by Cormac and to approve the associated expenditure if appropriate. *See appendix 2*

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Parish Councillors: - Mr B Egerton (Chair), Mr K Ashley, Mrs J Floyd Norris, Mrs E Gray, Mr M Greet, Mr K Harris, Mr G Laity, Mr M Lytham, Mr S Matthews  
Vacancy

Note: this agenda and appendices are available to view on the website:  
[www.tregonywithcubyparishcouncil.gov.uk](http://www.tregonywithcubyparishcouncil.gov.uk)

11. **Clock Tower** – Council to consider any proposal put forward for remedial work on the clock tower and to approve expenditure if necessary.
12. **Potential renewable energy scheme** – Council to consider next steps, if any, if further information available.
13. **Internal Audit Report** – Council to consider the half-year Internal audit report on the council and to agree actions to be taken as appropriate including resolving the general power of competence. *See appendix 3*
14. **Operation London Bridge** – Council to consider what actions to be taken, if any, in respect of preparations for Operation London Bridge. *See appendix 4*
15. **Highways matters** – Council to consider what minor highways proposals it may wish to put forward as possible projects from funding from the Cornwall Community Network panel delegated funds, if any, in 2022/23. This could include any proposals for additional double yellow lines.
16. **Sports Field after fireworks** – confirmation that bonfire site has been cleared following firework display
17. **Financial report** - Council to receive financial report from the clerk on expenditure to date against budget and schedule of payments for the month.
18. **Planning applications:** to consider planning applications currently within the Cornwall Council planning system in Tregony with Cuby Parish and to resolve whether to support, object to, make comment on such applications, in particular:
  - 18.1 PA21/11081 – Construction of porch and parking space – 30 Roseland Crescent, Tregony
  - 18.2 PA21/10383 – New dwelling – 29A Tregony Hill, Tregony
  - 18.3 Any other applications received - (see website)
- Planning Applications determined by Cornwall Council:**
  - 18.4 PA21/09781 – Lynwood House, Tregony, works to trees – decided not to make a TPO
  - 18.5 PA21/09654 – Goviley Vean, conversion to dwelling – prior approval not required
  - 18.6 PA21/09441 – 31 Lords Meadow, rear extension – approved
  - 18.7 PA21/10711 – Land north and west of Turnpike, overhead line – no objections from Council
19. **Correspondence** received by the parish council and which is relevant to the interests of the council: to be noted by members and to consider if any action is necessary as a result of such correspondence.
20. **Items for future consideration by the council:** members to put forward any issues to be considered by future meetings of the council or by any of the working groups.
21. **Confidential session**

**Tregony with Cuby Parish Council  
Monday 13 December 2021**

**Proposed signage on sports field regarding dogs**

It was agreed at the parish council meeting of 8 November to pursue the options of imposing further restrictions on the use of the sports field by dogs, to install new signage and to work with local volunteers to monitor and to enforce the restrictions. Subsequent to that meeting, the chairman has met with Rachel Towsey, a local resident and regular user of the sports field, and she has volunteered to liaise with other residents about how to monitor the use of the field. A draft of the proposed signs has been drawn up, see attached – size 500mm x 500mm.

It is proposed that the parish council commissions the production of 3 signs:

- One to be installed on a post at the rear of the car park as people enter the sports field
- One to be installed on a post at the top of the path leading on to the field from Tyller Teg
- One to be installed on the side of the wooden building on the left hand side of the field.

The quoted cost for the signs and posts (from Cornwall Signs) is £310 plus VAT. Plus we would have to buy a couple of bags of Postcrete to fix the posts in the ground.

It is also proposed that the dog waste bin is moved from behind the container to a more visible post closer to the field.

**Tregony with Cuby Parish Council  
Dogs on the Sports Field**

**All dog owners please note the following**

- No dogs permitted on the field between dusk and dawn
- You must have suitable dog poo bags with you before letting your dog on the field
- No dogs permitted on the football pitch at any time because of hygiene reasons
- All dogs must be within sight of their owners and under their control at all times
- Dog faeces must be picked up and either taken home, or placed in a suitable waste bin
- This land is subject to the “Cornwall Council Public Space Protection (Dog Fouling) Order (2020)”. This means that if you are witnessed failing to pick up your dog’s faeces, you can be reported to the Council’s Enforcement Officer, and you will be liable to a fixed penalty of £100, or, if prosecuted, a fine up to a maximum of £1,000.
- Local volunteers are monitoring this area, and will be reporting anyone not complying with the rules to the parish council.

Thank you for your co-operation. If everyone adheres to the rules, all dog owners and the general public will be able to enjoy the facilities that this field offers.

**Tregony with Cuby Parish Council  
Monday 13 December 2021**

**Proposed signage on main roads into the parish**

It has been agreed at previous parish council meetings that, in principle, the council should commission the manufacture and installation of signs on the main roads entering the parish saying "Welcome to Tregony with Cuby Parish".

Designs have been produced by Cormac and circulated to councillors. After a few minor amendments, the designs have been agreed in principle. See attached.

The locations of the signs are proposed to be:

- On A3078 entering the parish from the Truro direction about 200 metres west of Freewater Lodge, just over the small bridge that demarcates the boundary between Probus Parish and Tregony with Cuby.
- On A3078 entering the parish from the Roseland, on the verge just past the point at which the footpath from the A3078 to Porters starts.
- On B3287 entering the parish from St Austell, on the junction opposite Gargus Farm.

See attached map.

The quotation from Cormac for design, manufacture and installation of all 3 signs is £2,707.91. See attached.

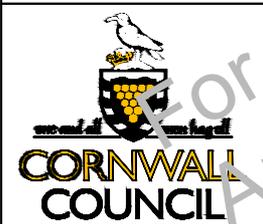


**Welcome to  
TREGONY  
with  
CUBY  
PARISH**

*Pluw Rigoni ha  
Kybi a'gas  
dynnergh*

Size:  
909mm wide x 1527mm high

REV	DATE	NATURE OF REVISION
C01.02	12.10.21	Made crest 25% larger and reduced "with" text to 5/7 size
C01.01	27.09.21	First Issue



**CORMAC SOLUTIONS**  
PADNOR ROAD  
CORRIER  
CORNWALL TR16 5EH  
www.cormactd.co.uk  
01872 323 313

PROJECT TITLE: TREGONY WITH CUBY PARISH BOUNDARY SIGNS	
DRAWING TITLE: PROPOSED SIGN FACE DESIGN	
SCALE: 1:10 @ A4	
PROJECT MANAGER: Viv Bibgood	DRAWN BY: TGT
CHECKED:	APPROVED:

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DRAWING NO:	PROJECT	ORIGINATOR	VOLUME	LOCATION
TRXCZ00	-	CSL	- 21_047 -	SX904457 -
TYPE	-	ROLE	NUMBER	REVISION:
DE	-	D	- 0001	C01



## TMC Price Calculator version 1.1

Estimate Title:

Tregony Parish Signs

Reference:



Estimate					Category
					Band B
Operation Code	Operation Description	Notes	Units	Quantity	Value (With Baxter)
05540110	Unscheduled Materials From Supplier	3no. Signs as per design	item	3.00	990.00
01240220	88 Galvanised tubular steel post for non-lit retroreflective traffic sign including insitu concrete mix ST4 foundation Type A Diameter Height above ground 76mm over 2m up to 4m	2 posts per sign	no	6.00	815.55
05540210	Scheduled Materials Base for sign post		no	6.00	31.43
05540326	Scheduled Materials Sign post cap 76mm Post		no	6.00	5.10
00128245	Establish and remove traffic management measures to Layout No 9, 10, closed lane with traffic light control	TM required for Freewater Lodge & Porters Footpath sites	occ	2.00	656.85
00138340	Maintenance of traffic management measures Layout No 7,8,9 or 10 Closed lane for stop/go control or with tr	TM required for Freewater Lodge & Porters Footpath sites	day	2.00	127.18
00128210	Establish and remove traffic management measures to Layout No 1, centre of road closed with conspicuous vehicle	Basic TM for Gargus Farm site	occ	1.00	81.81
					<b>£ 2,707.91</b>

## Tregony with Cuby Parish Council

Monday 13 December 2021

### Internal audit of the parish council and general power of competence

A mid-year, internal audit of the parish council has been conducted by Aalgard Renshaw, a copy of which has been circulated to parish councillors and published on the parish council website.

A small number of minor issues were raised by the internal auditor that the council should consider and decide what action, if any, to take in respect of them. They are:

- The use of personal email addresses by parish councillors
- Publication of the asset register on the website
- Recording of ongoing projects within the accounting system
- General power of competence

#### Email addresses

The report says "It is noted that personal web addresses are being utilised. The Parish Council should consider the provision of formal parish council email addresses."

The theory is that, if councillors keep their emails dealing with parish council matters within a separate, council-only email system, then these emails could be retrieved to see how we made decisions. However, councillors are not covered by the Freedom of Information Act and there is no obligation on councillors to disclose what they said in emails about council matters. It would only be if any of us was actually entering into commitments on behalf of the parish council that councillors would be obliged to disclose email correspondence. But councillors do not have that power as individuals. They only make decisions on behalf of the council when convened in a council meeting. In contrast, the clerk, as an employee of the council, does have an obligation to ensure that her email correspondence is accessible under the FOI Act and she has a separate parish council email account. Anyone could, in theory, ask for copies of her email correspondence about a particular issue. That might result in emails to or from individual councillors, coming into the public domain but that is fine. Councillors just need to remember that whenever sending any emails to the clerk.

If any councillor wanted to have a separate email address for parish council correspondence for their own reasons related to keeping such correspondence separate from their other personal matters, that is a decision for the individual to make.

#### Asset register

The report says, "Consideration should be given to the publication of the Asset Register."

It is proposed that the finance working group considers what is currently on the asset register, updates it as necessary and publishes it on the website.

#### Income controls

The report says, "It was noted by the Auditors that the Parish Council has a substantial number of on-going projects. Clear separation of income/ expenditure for each, individual, project is recommended. It may, therefore, be necessary to create a greater number of cost codes by which to facilitate this."

It is proposed that the clerk considers whether any new cost codes need to be created and to report back to the council before the start of the 2022/23 accounting year.

#### General power of competence

The general power of competence denotes the power to do "anything that individuals generally may do". It is available to local authorities and some other types of body in England, local authorities in Wales, and local authorities in Northern Ireland.

The advantage of a local authority having the general power of competence is that it means that can do things for the benefit of the local community without having to be concerned that it could be challenged legally because its action were outside of the normal remit of the council. Although in practice this legal challenge is unlikely and there is probably nothing that Tregony with Cuby Parish Council or its predecessor bodies have done that could have been challenged, nevertheless, it is probably worth having the power to guard against that possibility.

In order for a parish council to have the general power of competence, it needs to meet three criteria:

- at least two-thirds of the councillors have become members of the council as a result of having been declared elected following an election, as opposed to being co-opted or appointed;
- the clerk to the parish council has the necessary qualification, i.e. the Certificate in Local Council Administration;
- the council passes a resolution that it meets the other conditions of eligibility.

As 9 of the existing councillors were elected in the May elections, and Mary has the necessary certificate, Tregony with Cuby Parish Council is now able to pass this resolution.



Dear Chair, Clerk & Council Admin support

We've had several enquiries from our Parish & Town Council clients as to the state of preparedness should "Operation London Bridge" need enacted, prompted, I assume by media reports about HM The Queen needing to rest / cancel engagements etc.

As you may recall, for many of you, we made the required changes to your website within 24 hours - if not within a few hours - of the death of HRH Prince Philip. Of course, we hope that it is some time before we have to consider / enabling this for HM The Queen but we do need to "be prepared" as it involves quite a bit of work on our side to effect (& then revert the changes).

We have the approved assets in place - including the approved official photographs - but we would ask you to supply us with / or update the content that is required on the revised home page of your site. I've attached the SLCC presentation that you are, I'm sure familiar with, but the key information we would need is:

A sympathetic message from Mayor / Chairman

Details & changes to or related to council services

Information about a condolence book or similar arrangements

Information about any associated church services

Arrangements for flowers

Info on flags and proclamations

If you could supply this information asap or by return that would be much appreciated.

Best Regards,

Dave