



Tregony with Cuby Parish Council

Clerk: Mrs Mary Symons

Treburthes Farm, Ruanhighlanes, Truro, Cornwall TR2 5JP

Tel: 01872 501306

e-mail: clerk@tregonywithcubyparishcouncil.gov.uk

AGENDA

7th March 2022

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, 14th MARCH 2022**

Commencing: **at 7.00pm**

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. Declarations of interest:** agenda items, gifts over £50 Dispensations
- 3. Open Period** – Public participation (up to 15 minutes) – For elections of Tregony with Cuby parish to make representation to the Parish Council.
- 4. Minutes of the meeting** held on Monday, 14th February 2022
- 5. Matters Arising** from the last minutes:
 - 255/21 – Parking on Fore Street update
 - 251/21 – Children’s facilities, update if any
 - 298/21 – Welcome to parish signage
 - 52/22 – Footpaths contract update
 - 61/22 – War Memorial damage update
- 6. Cornwall Councillor report** – Cllr Julian German
- 7. Cemeteries Committee** – receive report from committee meeting – Mon. 7th March – *Appendix 6*
- 8. Renewable Energy Project** – Council to consider any actions consequent upon latest update on project
- 9. Electric vehicle charging** – Council to consider any actions consequent upon latest update on project.
- 10. Dogs on Sports field** – update on situation after installation of signage and to agree actions as necessary.
- 11. Petanque facilities at sports field** – Council to consider a request from the Petanque players for construction of new rink on the sports field. – *Appendix 1*
- 12. Jubilee Committee requests** – Council to consider any requests from the Platinum Jubilee committee for support, eg. Planting of Jubilee tree, possible celebration events on the sports field etc

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

Note: this agenda and appendices are available to view on the website:
www.tregonywithcubyparishcouncil.gov.uk

13. **Highways** – update from meeting with Highways manager and proposed establishment of working group.
 14. **Relationship between the parish council and sports club** – Council to consider drawing up a new agreement between the parties – *Appendix 2*
 15. **Insurance** – Council to consider proposed policy schedule and to agree on renewal – *Appendix 3*
 16. **Asset register** – Council to consider and approve an update asset register for the council – *Appendix 4*
 17. **Scribe Accounting Package** – Council to consider the merits of the computerised accounting system – Scribe and to consider continuation of the package together with its associated cemeteries module.
 18. **Annual Parish Meeting** – Council to consider the format and date of an Annual Parish Meeting this year – *Appendix 5*
 19. **Financial Report** – council to receive the financial report from the clerk on the expenditure to date against budget and schedule of payments for the month.
 20. **Planning applications** – to consider planning applications currently within the Cornwall Council planning system in the Tregony with Cuby Parish and to resolve whether to support, object or make comment on such applications.
 1. PA21/10383 – new dwelling - 29A Tregony Hill –*update on status of the application*
 2. PA22/01216 – siting of containers on council land at Tregony Sports Field – Tregony Parish Council
 3. Any other application received (*see website*)
- Planning applications determined by Cornwall Council**
4. PA21/12141 – 60 Fore Street, Tregony – new roof – *Approved*
 5. PA21/12092 – 45 Fore Street – annexe – *Approved*
 6. PA21/03829 – 12A Fore Street – new dwelling – *Refused*
21. **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.
 22. **Items for future consideration.**

Addendum:

Planning application received after despatch of agenda
PA22/02112 Bohago Farm, two storey extension

Improvements to Tregony Petanque Facilities

Tregony has had an established Petanque group for well over 15 years, it was first established behind the Kings Arms public house and later moved to Tregony playing field. Numbers have peaked and troughed over the years, but over the last five years the players have increased dramatically. As a result, the current facilities have been outgrown and to be inclusive and serve the community in Tregony and beyond we need to expand our playing area.

Tregony currently has 2/3 competition size playing areas, which only caters for 12 active players in the triples format, 8 in the doubles format and only 4 in the singles format. Which limits the amount of people that can participate in any one session. We have proactively been using the car park area for larger events and functions; however, this takes a great deal of preparation of the Car Park and heavily reduces the parking area whilst the event is in play. The parking facilities is of concern when the Car park is in play, as it often takes the participants cars onto the roads in the village.

We currently have three active groups in Tregony, the Tregony Sports Club Players, the University of the Third Age (U3A) and Cornwall Petanque Society, there are several players who also use the “piste” outside of these groups. We estimate that we have over 50 active players using the facility, which is more than the rest of Cornwall combined and the U3A also has a list of people waiting to play, but they cannot be accommodated due to lack of playing surface. There is also a beginner’s session, so anyone can access the game and learn the rules.

We are also considered the home of Cornish Petanque with many of the county’s events being held at Tregony. Over 50% of the county team are based in Tregony and the Tregony Sports Club are current Cornish Champions.

Our playing hours are reduced as we need to play at times the Sports Club is open, as we rely on their facilities. Our larger events and some club nights must revolve around other Sports Club activities due to the parking situation; this has resulted in practice nights being changed regularly.

Petanque has been proven to both encourage fitness and wellbeing and have a positive effect on mental health and daily exercise. It also encourages people to mix and be more social and as it is played outside it has helped many people over the recent pandemic.

Our proposal should the Parish agree would be to develop a second “piste” on the Sports field itself. The proposed new playing area will ensure we have a further 6 competition size “piste’s”, to run alongside our current 2. This would require an area of 14m x 18m. The work required would be replacing the current grass with a gravelled playing area, probably with a wooden surround border and landscaping to suit the slope of the ground.

Financially we are looking at what funding is available, and we have already submitted a grant application under the Queen's Jubilee funding scheme. If this grant was successful the project timescale would be focussed on playing the first game on the Jubilee weekend and the Piste would be named the "Queen Elizabeth II Piste".

The Sports club have shown full support in the venture and have offered to contribute financially. Fund raising and sponsorship would also be required prior to any work being started.

We would use local tradesmen to complete the build alongside the volunteers we have in the petanque fraternity. Our goal would be having the build complete ready for summer.

The total build price is estimated to be between £5,500 - £6,000.

Proposed Area 14m x 18m (Six 14m x 3m piste's), please refer to the below plan and the further A3 schematic drawing.



Proposed updating of agreements between the parish council and the sports club

There have been a number of documents and informal agreements between the parish council and the sports club going back over at least 35 years. These include a lease signed in 1987; an agreement for the maintenance and management of the sports field signed in 1997; subsequent informal agreements for the installation of decking and shipping containers.

It is proposed to review all these matters and to put them into an up-to-date agreement between the council and the club.

Lease main terms

Parties to the lease: Tregony Parish Council and Trustees of Tregony Sports Club (at that time, the signatories for the club were Des Mennear, Roger Cawrse, Reginald Matthews, David Moyses)

Date: 19 March 1987

Term: 99 years

The land: land occupied by what was known at that time as the KO Parsons Pavilion.

Rent: one pound per annum

Rent review: the lease states the rent should be reviewed every 4 years to be determined by a valuer at "open market value". This rent review clause is a standard type of clause in a commercial lease. However, in a letter from Frank and Caffin in 1983, they said, "In most commercial leases the rent is reviewed by reference to the market letting value at the date of the rent reviews. Obviously this is inappropriate in this case as it is not being let on a commercial basis." The open market value review has never been implemented, but an increase in the rent to £100 per annum was agreed some years ago and is what is currently in force.

Car parking: a right to park motor vehicles on the landlord's adjoining property as the landlord may from time to time designate, i.e. what has become the sports club/sports field car park.

Alterations: not to make any alterations or improvements without the landlord's written consent and to obtain planning permission and building regulations approvals.

Other standard lease clauses.

Maintenance and management agreement

This document was signed in 1997 by the parish council, the sports club and a playing fields management committee, and covers:

- Rent of the sports field to the sports club for an additional £5 per annum.
- Sports club to maintain the field
- Management committee to look after the boundaries
- Parish council to reimburse the sports club for the electricity supply to the lamp in Back Lane.

See copy of document attached. However, it is many years since the playing fields management committee met.

Other informal agreements

These include:

Decking: sports club constructed decking during the Covid pandemic to allow outdoor social distancing.

Containers placed on site for storage and proposed changing rooms.

Heavy Horse Show: the sports club have traditionally run the Tregony Heavy Horse Show on the sports field with the agreement of the parish council.

Fireworks display: the Clockhouse Players and Sports Club have combined to stage a fireworks display each year in November.

Draft new agreement between the parish council and the sports club

It is proposed that representatives of the parish council meet with the sports club to propose the following:

Lease: confirm that the lease entered into in 1987 is still valid and in force between the parties. With regard to the rent, it is agreed that the current rent payable is £100 per annum. The parish council will review the rent payable every 4 years, starting in xxxx, and will enter into negotiations with the sports club if any increase is proposed.

Playing fields management committee: it is agreed that the principles in the 1997 agreement are still applicable but that the PFMC no longer exists and anything that it would have been responsible for is now the responsibility of the parish council.

Electrical supply to the Back Lane lamp: the parish council will pay the sports club each year a sum equal to the sum that it pays EDF for the supply of electricity to each of its other unmetered lamps in the village. Such sum will be paid in March each year for the preceding 12 months starting from March 2022.

Decking: the parish council allows the sports club to place the decking on the land outside the club and to continue to use it until such time as it gives the sports club notice to cease using it and to remove it. Such notice will only be given if the sports club fails to maintain it in reasonable condition, or if it is demonstrably not being used for any reasonable time, or if the parish council has a need to use this land for another use in the public interest. Any notice given will allow reasonable time for the club to remove the decking.

Containers on site: the parish council allows the club to position and use containers on parish council land close to the sports club building for use as storage, a kitchen, or changing rooms subject to the sports club obtaining planning permission and building regulations, if applicable, for such use. If the containers are no longer necessary for these uses, the sports club will, at its own cost, arrange for removal of the containers in a reasonable time after being given notice by the parish council.

Tregony Heavy Horse Show: the parish council allows the sports club to hold the heavy horse show event on the sports field each year, subject to the club advising the parish council at least 3 months in advance of the event and abiding by any reasonable conditions required by the council for the holding of the event including taking out a suitable public liability insurance policy.

Fireworks display: the parish council agrees in principle with the sports club, in conjunction with any other village organisation, holding a bonfire night fireworks display on the sports field, subject to the club giving notice of the event at least 3 months in advance and abiding by any reasonable conditions required by the council including taking out a suitable public liability insurance policy. The sports club is responsible for ensuring that the site of the bonfire is returned to a safe condition after the event, e.g. any nails or sharp objects must be removed as soon as possible, and the grass re-seeded within 2 months after the event.

Petanque, subject to separate discussion at the parish council meeting, the council to agree the expansion of Petanque facilities at the sports field.

Dogs on sports field: review of the new arrangements with signage and the use of a volunteer resident to monitor enforcement. The sports club to raise with the parish council any continuing concerns about the arrangements.

Feedback from the meeting to be reported back to the parish council and any agreement reached to be ratified by the council.

The agreement to be reviewed in a scheduled meeting between the parish council and the sports club each year, or, at the request of either party, at any other time.

Other issues regarding the sports field

Trees around sports field: Simon Perry has done a great piece of work on identifying and listing all the trees around the sports field and the parish council should consider what to do with this information. See attached reports from Simon.

Jubilee event in 2022: the Jubilee committee are looking at the possible use of the field for events or a bonfire?

**THE AGREEMENT FOR THE MAINTENANCE AND MANAGEMENT
OF TREGONY SPORTS FIELD**

It is hereby agreed that, as from the date of signing of this agreement, Tregony Parish Council consent to rent Tregony Sports Field to the Sports Club for an annual payment of £5.00. (five pounds) payable in April. This payment to coincide with the payment of the ground rent of £1.00. on the lease of the site on which the Sports Club is built but are to be itemised separately. Both rents will be reviewed in April 1999 and thereafter every four years.

The Sports Club will maintain the Sports Field at their expense in return for use of the field for football and cricket. Any other activities will be subject to agreement with the Playing Field Management Committee (P.F.M.C.) who will be responsible for letting the Sports Field for any activities not associated with the Sports Club. Any such lettings will be agreed with the Sports Club beforehand to ensure that these will not clash with sports fixtures.

The P.F.M.C. will be responsible for the general oversight of the Sports Field and will maintain the boundaries, including the hedge trimming. The boundary between the Sports Field and the land owned by the Sports Club remains the responsibility of the Sports Club. The Parish Council will augment the income of the P.F.M.C. as required to cover cost of maintenance for which they are responsible.

The Sports Club agree to the supply of electricity to the roadway light owned by the Parish Council and situated at the entrance to the Sports Club car park. The Parish Council will reimburse the Sports Club for the cost of the metered units used on a quarterly basis when presented with a bill suitably itemised.

It should be noted that the public have access to the Sports Field at all times.

We the undersigned will abide by the terms of the Agreement until such times as this may be amended by mutual consent.

FOR THE PARISH COUNCIL - FOR THE P.F.M.C. - FOR THE SPORTS CLUB

<u>B.D. Richard</u>	<u>[Signature]</u>	<u>S.H. Matthews</u>
<u>B.J. Hayd-Nord</u>	<u>[Signature]</u>	<u>D. Hayes</u>
<u>L.P. Blackler</u>	<u>[Signature]</u>	<u>R.g. Lawrence</u>

DATE: May 1st 1997

Tregony Sports Field Trees

This survey includes personal observations of all the larger boundary trees, so does not include the trees planted over the past two years. The idea is to provide an inventory and make comments on those trees which, in my view, need monitoring or may need more immediate action. The PC might choose to use this survey to seek professional advice on those trees suggested as requiring attention.

Species

English names have been used. All the oaks seem to be all English or Pedunculate oak (*Quercus robur*) rather than Sessile Oak (*Quercus petraea*), sometimes called Western or Cornish oak. Elm has not been identified to species; there are a variety of species and hybrids and some disagreement on how to classify them.

What3Words

I used this 'app' to try to record the position of each tree. In theory this should pin point each tree to within an area of 3m x 3m, but I'm not convinced it is that accurate in Tregony! Each square is given a three-word identifier, which is unique to a particular square anywhere in the world. This has enabled me to plot the trees approximately in the correct position and certainly in the correct order on the attached map.

Position

Those marked 'in hedge' are on the Cornish hedge or other boundary, or possibly just on the other side of the hedge. Some of these lean into the field or have a considerable part of their canopy over the field. I am unsure which of these are within the remit of the Parish Council and which will be the responsibility of the neighbouring properties.

Age

Most of the trees were planted at the same time (30 plus years ago?). I have recorded them according to their approximate stage in life from Young (Y), Semi mature (SM), Mature (M), Over mature (OM) and Veteran (V). This will vary with species e.g. fast growing cherry will mature early and have a relatively short life. There are no really old trees in the last two categories and only a few mature trees, most of which would have been growing well before the last tree planting period. In particular this includes some of the oaks on the boundary (eg 49 and 50) and the large ash 43, which are probably the oldest trees on site.

Description/ Condition

I've adapted a scheme used by some professional arboricultural surveys, using the ratings A, B, C and U

- A. Important tree in generally good condition and likely to have a life of 20 years plus.
- B. A tree with some issues, often smaller, and likely to have a life of at least ten years.
- C. A much smaller tree or one of lower quality with a life of less than 10 years and may need to be removed in the future as restricted growth under the canopy of more important trees.
- U. Tree to remove because of safety or other issues.

Action

I have included photographs to illustrate some of the key trees with issues. In some cases the action is simply to monitor the situation. Those action points highlighted in yellow are those which, in my opinion, require some more practical action.

Most of those with issues are ash trees and unfortunately more ash trees are likely to develop issues in the future. While ash can be stressed and dieback can be for other reasons (eg other disease, drought, damage or compaction to roots), the most likely cause now is ash dieback disease (often referred to as Chalara dieback). This is a serious disease of ash trees caused by a fungus, previously called Chalara fraxinea, now known as Hymenoscyphus fraxineus. This disease, which is usually fatal to ash trees, was discovered in the UK in the early part of this

century is steadily progressing from East to West and is now noticeable in Cornwall. It causes leaf loss and crown dieback before most trees die. Many of the ash trees on site show some signs of dieback, probably from Chalara. There is some hope that a few trees will develop resistance so in many situations (e.g. in woodland) the best thing would be to leave the tree as even as they dieback they provide a valuable habitat. However, in a public space trees or branches will need to be removed if they present a hazard, which they are unfortunately likely to do on the field.

There have been suggestions that the disease can be controlled, or at least slowed, if dead leaves are removed from under the tree (where spores collect and the fungus completes its life cycle). This may happen to a certain extent if the grass under the trees is cut during the autumn reducing the build up of leaf litter.

Disclaimer

Please note that I have completed this simple survey as an interested lay person with some knowledge and experience. For many years I undertook risk assessments while organising environmental work for school groups including Forest School sessions, however I have no professional arboricultural qualifications and can accept no liability.

The assessments and suggestions for action are my personal opinion and the lack of recommendations for a particular tree should not be taken as proof that they are safe.

Simon Perry
October 2021

Sports Field trees

	Species	What 3 Words	Position	Age	Description/ Condition	Action
1	Wild cherry	warms.valued.landed		M	A Small broken branch hanging	PHOTO remove branch
2	Copper beech	union.soonest.founders	In hedge	Y	B Three stems. Wind damaged leaves.	
3	Common lime	overpower.sulky.inferior		SM	A Twin stem with junction at 1metre. Under cherries but will out top them.	Monitor junction
4	Beech	prepares.magpie.prune	In hedge	Y	B Coppiced	
5	Wild cherry	living.establish.sedated		M	A Three stems	
6	Ash	shepherdess.nimbly.sneezing	In hedge	SM	B Ivy growing into crown. A few minor dead branches	Remove dead branches. Remove ivy to monitor
7	Wild cherry	believer.shift.submerged		SM	U Poor weak small tree with no canopy	PHOTO remove tree
8	Ash	afteglow.drives.estimates	In hedge	SM	B Few small high dead branches. Ivy.	Remove ivy to monitor.
9	Ash	basket.drivers.unite		SM	B Few minor low branches.	PHOTO Remove dead branches.
10	Ash	protected.carry.adults		SM	C Weak.tree. Minor dead branches.	Monitor may need to remove.
11	Ash	spokes.proudest.complain		SM	B	
12	Sycamore	cubic.attaching.detection		SM	A Junction at 50cm	
13	Oak	regaining.majors.prom	In hedge	Y	A 8m but one sided to field. Sycamore Interferes.	Remove 12 and 14 for oak at some stage?
14	Common lime	dentures.dial.deflate	In hedge	Y	C 5m. Low importance.	
15	Ash	dockers.strays.pheasants		SM	B Three stems at 2m. Crack in limb to field	PHOTO Monitor
16	Wild cherry	whoever.imprints.noon		SM	C Some dead branches	PHOTO
17	Ash	cool.nerd.covertly		SM	B	
18	Sycamore	magically loafing juggler		SM	C 8m. Poor tree	PHOTO Monitor
19	Ash	drainage.blotting.salaried		SM	B	

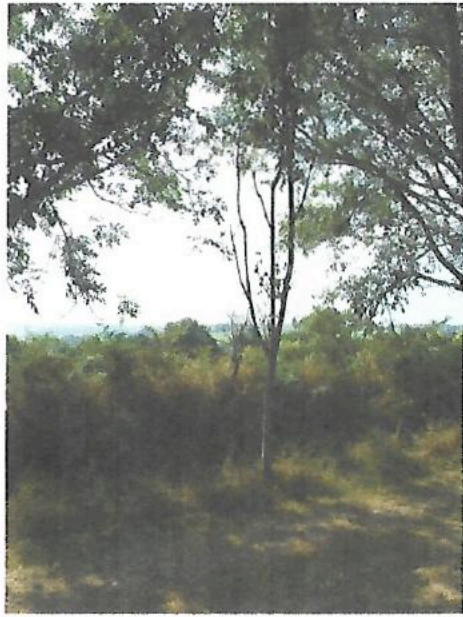
	Species	What 3 Words	Position	Age	Description/ Condition	Action
20	Ash	passwords.cheeks.cadet		SM	C Junction at 1m. Dieback. Thin crown	PHOTO Monitor
21	Common lime	fetch.commuter.pokes		SM	B Multistemmed	Could develop to replace ash
22	Ash	clinic.mixture.notes		SM	B Some minor dead branches	
23	Ash	clasps.afternoon.wire		SM	C Dieback.	PHOTO Consider removal?. Oak (156) already planted as replacement.
24	Holm oak	repeated.contracting.rock		SM	A	
25	Sycamore	warm.credit.dressings		SM	A	
26	Common lime	undertook.singing.transit		SM	A Crowded by 2 sycamores.	May need to prune sycamores in future to allow space for this tree.
27	Sycamore	ridiculed.youths.coarser		SM	B Three stems at 2m	
28	Ash	gazette.pirate.amounting		SM	B Junction at 50cm. Minor dead branches.	
29	Sycamore	tried.housework.emails		SM	B Small tree	PHOTO Take out small branch at 50cm?
30	Sycamore	closet.massaging.sands		SM	B Small weak tree	
31	Ash	crunched.classed.boldest		SM	B	
32	Elder	crunched.classed.boldest		Y	C	
33	Sycamore	mirror.warms.remarked		SM	B Small tree	
34	Ash	glimmers.emailed.tests		SM	C Single stemmed but thin crown	PHOTO Monitor
35	Sycamore	baker.deploying.hops		SM	B Small tree	
36	Ash	ambitions.inherits.elbowing		SM	C Thin crown	PHOTO Monitor
37	Sycamore	hooks.measure.installs	In hedge	Y	C 5m	
38	Sycamore	pool.exotic.bibs		Y	C 2m	
39	Sycamore	trusts.proof.inert		SM	A Small dead branch	
40	Sycamore	jelly.winemaker.contacts		SM	A	

	Species	What 3 Words	Position	Age	Description/ Condition	Action
41	Elm?	attend.causes.spectacle	With ivy in hedge	D	U Ivy covered. Dead will come down.	PHOTO Remove?
42	Oak	invoices.decorated.divides	hawthorn in hedge	Y	B 3m. Poor tree at the moment	Possible replacement for 43
43	Ash	cycled.flocking.bath	In hedge	M	B Leans into sports field. Some thinning.Ivy covered	PHOTO Monitor
44	Hawthorn	accented.trappings.sketches	In hedge	SM	C 3m.	
45	Common lime	leotard.lunching.marketing		SM	B Multistemmed	
46	Blackthorn	pound.frozen.spillage	In hedge	SM	C Scrub	
47	Wild cherry	abundance.gifts.camper		SM	B Multistemmed at 1metre. Early leaf loss.	PHOTO Monitor
48	Ash	upset.bids.warned		SM	A? Good canopy. What an ash should look like!	PHOTO
49	Oak	exposes.sage.winemaker	In hedge	M	A Ivy obscures	Ivy not an issue here so leave
50	Oak	wing.ramps.install	In hedge	M	A Ivy obscures	PHOTO with 49 Ivy not an issue so leave
51	Whitebeam	evening.qualify.seatbelt		Y	B 5m. Early leaf loss but OK.	
52	Elm	meanders.saunas.seemingly	With ivy in hedge	D	U Dead covered in ivy.	PHOTO Will come down. Remove?
53	Whitebeam	chosen.lemons.subsets		Y	B 5m. Early leaf loss but OK.	
54	Elm	cringes.somebody.eagles	In hedge	SM	B Excellent for an elm of this size!	PHOTO. Remove ivy?
55	Whitebeam	sake.builders.dorm		Y	B 5m. Obvetopped by 56.	
56	Italian alder	preparing.capacity.hotels		M	A	
57	Oak	comic.poet.driveways		M	A. Plenty of ivy	Ivy not an issue here so leave
58	Hawthorn	burglars.rocker.clipped	In hedge	M	A 10metres with ivy	
59	Hawthorn	prompting.ankle.surcharge	In hedge	M	B With ivy, leans away from field.	
60	Hawthorn	stun.tables.months	In hedge	M	B Overtopped by 61	

	Species	What 3 Words	Position	Age	Description/ Condition	Action
61	Ash	chin.propose.fruitcake	In hedge	OM?	B With ivy. 3 or 4 stems. Leans to field.	PHOTO with 62 Monitor as play area.
62	Ash	helper.shatters.imprinted	In hedge	OM?	B With ivy. Two stems	Monitor as play area.
63	Hawthorn	approvals.intricate.hiker	With ivy in hedge	M	C Completely covered with ivy	Not a hazard
64	Oak	flannel.passports.sling		Y	A 8m. Overtopped by 65.	PHOTO Remove fallen branch
65	Sycamore	hoot.showering.eagle	In hedge	SM	A With ivy	
66	Ash	thudding.plots.estimated	In hedge	SM	C With ivy and some dieback	PHOTO Monitor
67	Sycamore	cities.knots.scorpions		SM	B 8m.	
68	Ash	necklaces.dumpling.acids		SM	C Dieback or drought? Thining	PHOTO Monitor
69	Italian alder	wheels.rams.cleanest		M	A Semi evergreen. Dense shade	No new planting close by
70	Italian alder	trades.chaos.clasping		M	A Semi evergreen. Dense shade	No new planting close by
71	Ash	hubcaps.forkful.elevator		SM	B	
72	Ash	king.outcast.empty		SM	U Dead	PHOTO Remove. Replacement birch already in place.
73	Ash	suddenly.averages.backswing		SM	B	
74	Holly	loopholes.poets.slings	In hedge	M	A Multistemmed	
75	Sycamore	lawyer.axed.publisher		SM	B Multistemmed. Poor tree.	
76	Holly	tools.begins.threaded	In hedge	M	B Heavily pruned	
77	Hawthorn	departure.pebble.bonnet		Y	B 4m. Recent planting.	
78	Hazel	hikes.evolved.collected	In hedge	SM	B 5m Coppiced	
79	Hazel	fuse.crouching.sprain	In hedge	SM	B 5m Coppiced	
80	Oak	mailing.handicaps.loft	In hedge	SM	A	
81	Hazel	supposes.recapture.pollution	In hedge	SM	B 5m Coppiced	
82	Sycamore	junior.vertical.scarecrow	In hedge	SM	A	
83	Ash	anchors.across.supported	In hedge	M	B 3 stems at 2m. Ivy.	Monitor as over entrance



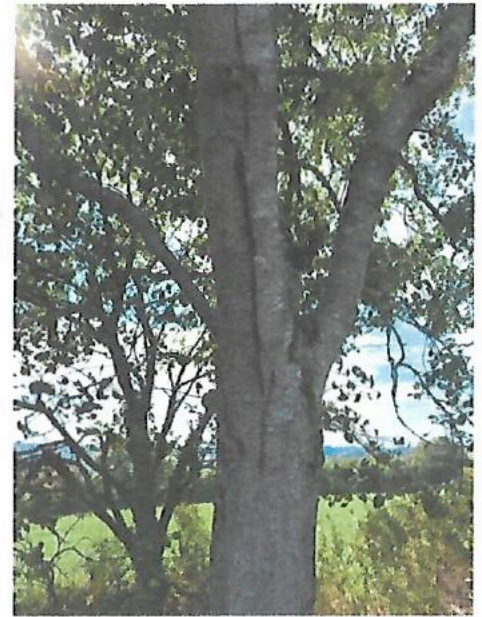
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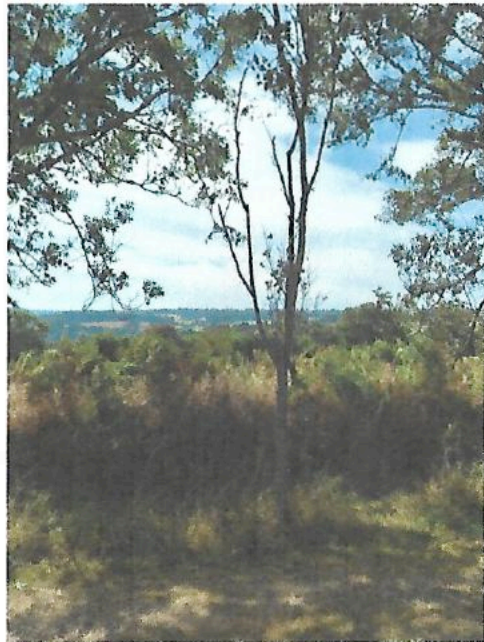
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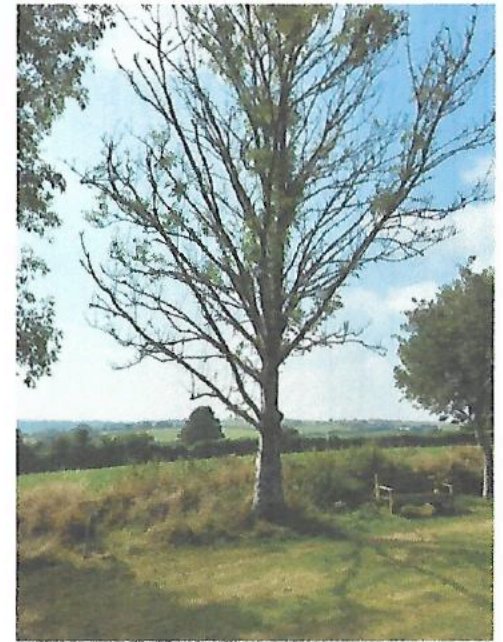
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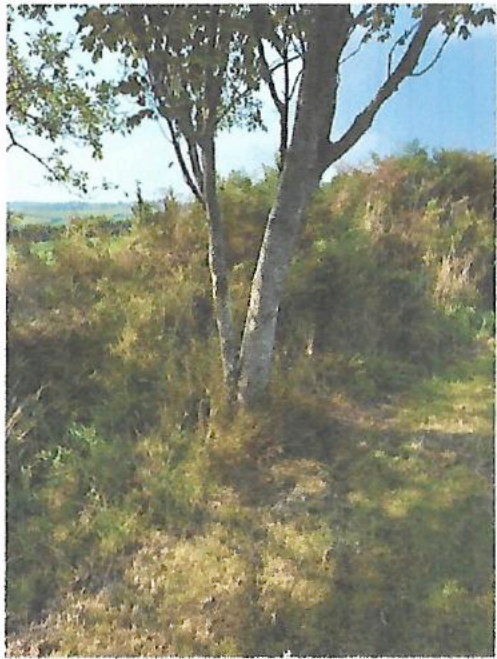
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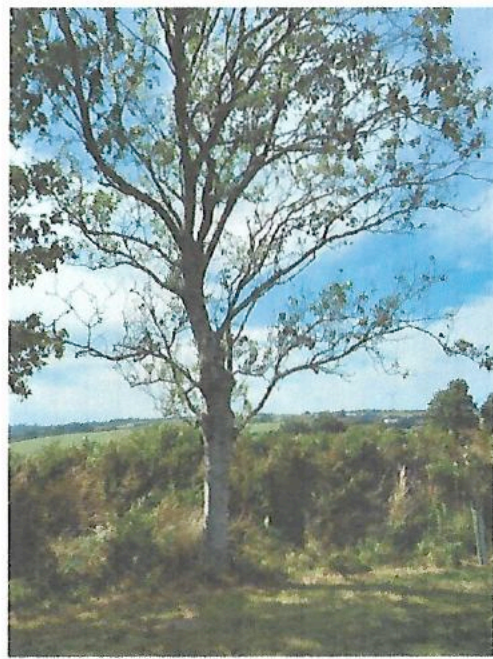
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23



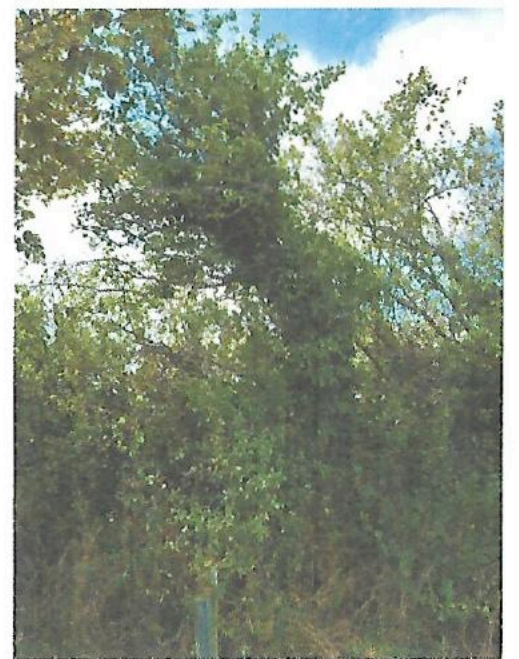
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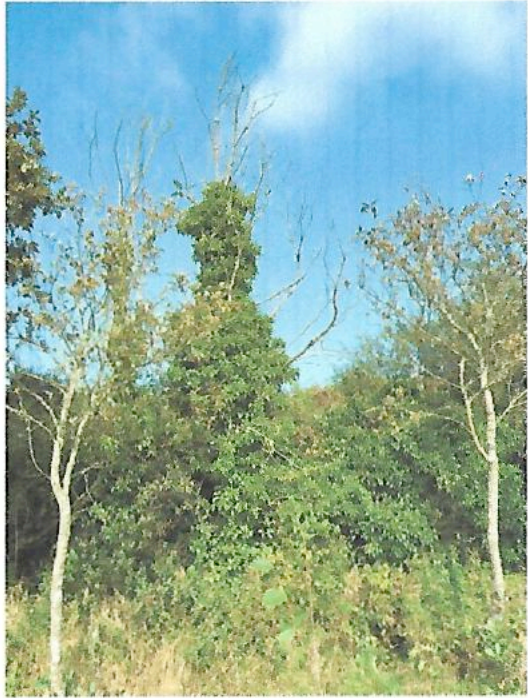
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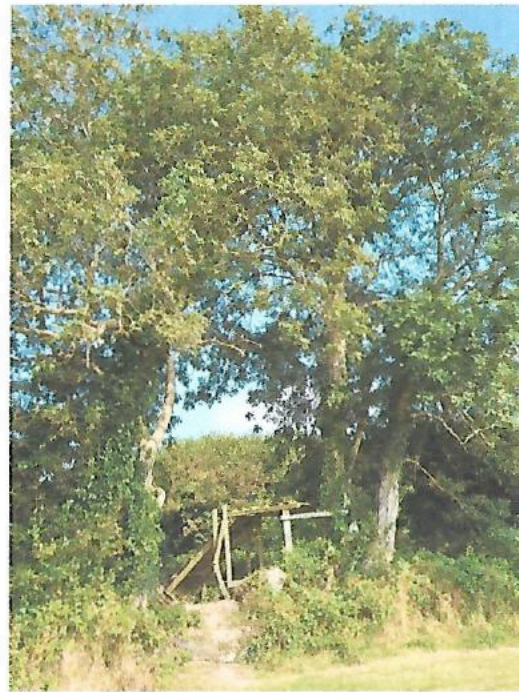
50



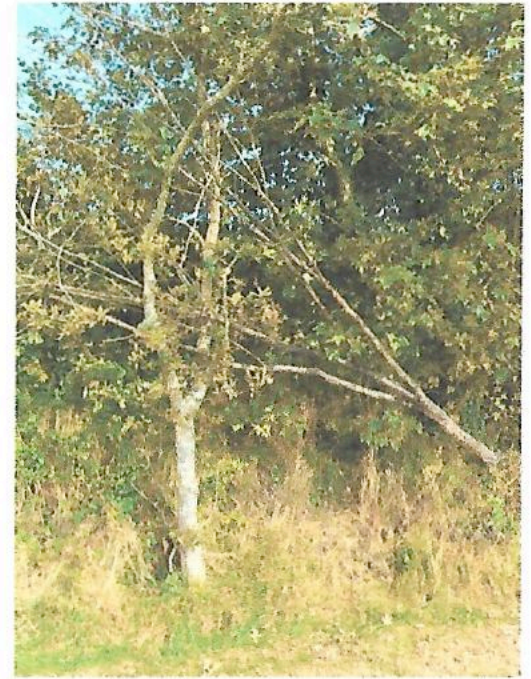
52



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61



64



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68



72



Position of some of the key trees mentioned in the schedule and shown in the photographs

From: Simon Perry simonperry21@gmail.com 
Subject: Sports Field Trees
Date: 11 February 2022 at 13:11
To: Bob Egerton bobegerton@mac.com
Cc: Sean Mackenzie mackenzie-s2@sky.com, Mary Symons clerk@tregonypc.co.uk



Dear Bob

I spent a bit of time looking at trees on the Sports Field again this week, especially the young trees planted by the Community and the primary school over the past two years. A few observations:

First the ash tree which came down and has been largely removed I can confirm is number 23 as documented in my report October 2021 and which I took a picture of at the time with the observation that it was suffering from ash dieback and that the Council might consider removal. In the event I assume it was upended by the wind although perhaps weakened by disease. However, it does indicate what might happen with some of the other ash trees over the next few years. I'll look again at ash in particular when they come into leaf and monitor any decline in condition. If you wish to replace it with another tree at this point once the wood has gone, I do have a pot grown ash which needs planting. It is about the same size as the one Sean and Jo planted which is the best growing of the oaks on the field!

I started to check again all the newly planted trees back in October but after Covid, Christmas etc I only completed looking at all of them this week! I have replaced a few stakes and weeded within the guards. I will go back to the beginning and weed the ones I did in October again in the next few weeks. As mentioned to Sean I have replanted one hazel which was removed from the area near the soil mound at the far end of the field when the decking area was developed. This was one that the school originally planted. I have updated the list of all the young trees should anyone else want it (Sean has I think) ; this shows the species, position (1 to 137), who planted it and in a few cases a comment (* see below).

Overall I'm very pleased with how well the vast majority of these trees have done with some, especially the birch, well over 6ft tall. Not bad going considering they arrived as tiny plugs less than two years ago. In the next year we will need to remove the guard from some of the trees (in some cases guards will need cutting off) but because of grass cutting they will still need some protection at the base; perhaps replacing with smaller spiral guards which I have about twenty. Some of these larger trees will need staking for another year or two and this can be done using the existing stakes in most cases (repositioned at 45°) but to attach the stake directly to the tree this will need a soft tree tie. Would the Council be happy to refund me if I purchase a few of these? I'll check the costs.

Finally Mary is there any news on the commemorative oak which Cornwall Council were providing? I think last time we spoke it was delayed until next year? I assumed the original idea was it would be planted somewhere in the village for the Platinum Jubilee.

With kind regards

Simon

* Key changes for trees planted by residents:
125 Rowan, Carl Towsey, was moved last year as damaged by work at the mound
159 Dogwood, Robert Allen, lost when work was carried out by mound
191 Dogwood, Jo Milnes, dead
All others alive and mostly thriving!







Mrs Mary E Symons
Tregony with Cuby Parish Council
Treburthes
Ruan High Lanes
TRURO
Cornwall
TR2 5JP

Select for Local Councils Policy Schedule

This insurance policy, which meets your demands and needs, has been based on the latest information obtained from you. The Policy, the Policy Schedule, any Certificates of Insurance and Endorsements form one document and should be read together. This Schedule replaces any previous Schedule.

Policy Number	YLL-2720864473
Insured	Tregony with Cuby Parish Council
Business	Parish / Town Council
Period of Insurance	
From	01 st April 2022
To	31 st March 2023
and any other period for which cover has been agreed.	
Renewal Premium	£ 795.27

Premiums are inclusive of Insurance Premium Tax and/or VAT as appropriate.

Schedule Number	95768424
Long Term Agreement:	Not Applicable
Preparation Date	06 th February 2022
Prepared by	Ms Geraldine Twaites
Policy Form Reference	MLAACE06

Policy Cover Declaration:

You, the Insured, are not aware of any known losses or events that could give rise to a claim, or circumstances that would be prejudicial to us, the Insurer, should the basis of cover on the below given insurance product (s) be changed.

This is important information, please read it carefully and check that the facts given about you are correct and that we have included all the covers that you require. We are unable to give you advice so it is your responsibility to check the cover is correct for your organisation.

Important information

Taking reasonable care

We require that you take reasonable care in managing your activities. Where appropriate this requires you to do the following:

- Keep written risk assessments for your key activities
- Keep written records of your staff and volunteer training. For example, manual handling training, or for use of tools and machinery
- Abide by any rules, guidelines or advice that is given to you by any relevant authority, such as a Local Authority, or the Health and Safety Executive

We want you to be confident about your insurance and understand what is required of you. Please contact us if you have any questions relating to the above.

Lines of Cover applying

Part A – Material Damage

Table Headings

Contents (a)	Furniture, fixtures, fittings and tenants improvements
Contents (b)	Other contents and consumable stock not specified below including printed books and unused stationery
Contents (c)	Computer equipment, other office equipment and sports equipment
Contents (d)	Televisions, audio-visual and photographic equipment (excluding videos), beer, wine, spirits, tools and gardening equipment
Contents (e)	Tobacco
Contents (f)	Camcorders, videos and gaming machines
Contents (g)	Civic Regalia

Sums Insured

Premises Address	Buildings Sum Insured	Loss of Rent	Contents (a)	Contents (b)	Contents (c)	Contents (d)	Contents (e)	Contents (f)	Contents (g)
1. Clock Tower, Fore Street, Tregony, Truro, Cornwall, TR2 5RW	£328,500.00	N/A	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

For Premises: 1

Insured Perils applicable to Material Damage : 1-13, 15 & 16

Excesses Applicable to Premises

The following Excesses apply to each and every loss arising in respect of each and every separate premises:

Accidental Damage	£250
Theft	£250
Riot civil commotion and Malicious Persons	£250
Storm or Flood	£250
Escape of Water	£250
Falling Trees or Branches	£250

Operative Endorsements: 1, 2, 3, 5, 6, 7, 8 & 9 (please refer to the Endorsement section of the policy wording)

Part C – All Risks
Table Headings

Contents (a)	Furniture, fixtures, fittings and tenants improvements
Contents (b)	Other Contents and consumable stock not specified below including printed books and unused stationery
Contents (c)	Computer Equipment, other office equipment and sports equipment
Contents (d)	Televisions, audio-visual and photographic equipment (excluding videos), beer, wine, spirits, tools and gardening equipment
Contents (e)	Tobacco
Contents (f)	Camcorders, videos and gaming machines
Contents (g)	Civic Regalia

Additional Items:

Where no premises address is shown, the item is not based at one location and cover is provided anywhere within the **territorial limits**.

Item Description	Sum Insured	Excess
Play Equipment	£47,587.46	£250
Play Area Safety Fencing	£7,340.57	£250
Bus Shelter	£2,813.77	£250
VAS Traffic Radar Equipment	£5,908.92	£250

The excess stated applies to each and every loss.

Operative Endorsements: 1, 2, 3 & 7 (please refer to the Endorsement section of the policy wording)

Part D – Money

	Limit any one loss
1. Loss of Non-Negotiable Money in the situations specified in items 2(a), 2(b), 2(c)(i) and 2(c)(ii):	£250,000
2. Loss of other Money:	
(a) in transit in the custody of any Member or Employee or in transit by registered post (limit £250), or in a Bank Night Safe	£5,000
(b) in the private residence of any Member or Employee	£500
(c) in the premises	
(i) in the custody of or under the actual supervision of any Member or Employee	£5,000
(ii) in locked safes or strongrooms	£5,000
(iii) in locked receptacles other than safes or strongrooms	£500

Excess: £50 each and every loss

Personal Accident Assault Limits: Stated in Section 3(c) of the policy wording

Operative Endorsements:

1. In respect of **Section 1 – Special Definitions**, the definition of Person Insured is extended to include any person between the ages of 16 and 90.

Part E – Public Liability

Limit of Indemnity: £12,000,000

Excess: £100 each and every claim in respect of Section 2(d)(ii)

Operative Endorsements:

1. Environmental Clean Up Costs. The following Special Definitions are added to Section 1:

Clean Up Costs

- a) Testing for or monitoring of Pollution or Contamination
- b) the costs of Remediation required by any Enforcing Authority to a standard reasonably achievable by the methods available at the time that such Remediation commences.

Remediation

Remedying the effects of Pollution or Contamination including primary, complementary and compensatory actions as specified in the Environmental Damage (Prevention and Remediation) Regulations 2009.

Enforcing Authority

Any government or statutory authority or body implementing or enforcing environmental protection legislation within the territorial limits.

Cover

With effect from 01 July 2009 or the inception of the policy if later, the **insurer** will indemnify the **insured** in respect of all sums including statutory debts that the **insured** is legally liable to pay in respect of Clean Up Costs arising from environmental damage caused by Pollution or Contamination where such liability arises under an environmental directive, statute or statutory instrument.

Provided always that:

- a) liability arises from Pollution or Contamination caused by a sudden, identifiable, unintended and unexpected incident which takes place in its entirety at a specific time and place during the Period of Insurance. All Pollution or Contamination which arises out of one incident shall be deemed to have occurred at the same time such incident takes place
- b) the **insurer's** liability under this Extension shall not exceed £1,000,000 for any one occurrence and in the aggregate in any one Period of Insurance and will be the maximum the insurer will pay inclusive all costs and expenses. This limit will form part of and not be in addition to the Limit of Indemnity stated in the Schedule
- c) immediate loss prevention or salvage action is taken and the appropriate authorities are notified

Exclusions

The **insurer** shall be under no liability:

1. in respect of Clean up Costs for **damage** to the **Insured's** land, premises, watercourse or body of water whether owned, leased, hired, tenanted or otherwise in the **insured's** care, custody or control
2. for **damage** connected with pre-existing contaminated property
3. for **damage** caused by a succession of several events where such individual event would not warrant immediate action
4. in respect of removal of any risk of an adverse effect on human health on the Insured's land, premises, watercourse or body of water whether owned, leased, hired, tenanted or otherwise in the **insured's** care, custody or control
5. in respect of costs in achieving an improvement or alteration in the condition of the land, atmosphere or any watercourse or body of water beyond that required under any relevant and applicable law or statutory enactment at the time Remediation commences
6. in respect of costs for prevention of imminent threat of environmental damage where such costs are incurred without there being Pollution or Contamination caused by a sudden, identifiable, unintended and unexpected incident
7. for **damage** resulting from an alteration to subterranean stores of groundwater or to flow patterns
8. in respect of costs for the reinstatement or reintroduction of flora or fauna
9. for **damage** caused deliberately or intentionally by the **insured** or where they have knowingly deviated from environmental protection rulings or where the **insured** has knowingly omitted to inspect, maintain or perform necessary repairs to plant or machinery for which they are responsible
10. in respect of fines or penalties of any kind
11. for **damage** caused by the ownership or operation on behalf of the **insured** of any mining operations or storage, treatment or disposal of waste or waste products other than caused by composting, purification or pre-treatment of waste water
12. for **damage** which is covered by a more specific insurance policy
13. for **damage** caused by persons aware of the defectiveness or harmfulness of products they have placed on the market or works or other services they have performed
14. for **damage** caused by disease in animals belonging to or kept or sold by the **insured**.

Part G – Employers Liability

Limit of Indemnity: £10,000,000

Operative Endorsements:

None

Part H – Libel and Slander

Sum Insured

£250,000

Excess: 10% each and every claim or £1,000 whichever is the lower

Operative Endorsements

None

Part N – Fidelity Guarantee

Persons Guaranteed: **Sum Guaranteed**
 All members and employees £250,000

Excess: £100 each and every loss

Part O – Personal Accident

Cover is limited to £500,000 any one person and £2,000,000 any one incident.

Persons Insured:

Employees

Capital Sum	£50,000.00
Weekly Sum	£200.00
Cover	Sections 2 and 3 - Accident and Assault Cover

Directors/Councillors

Capital Sum	£50,000.00
Weekly Sum	£200.00
Cover	Sections 2 and 3 - Accident and Assault Cover

Key Personnel

Key Personnel	Mary Symons	
Capital Sum		£100,000.00
Weekly Sum		£500 for up to 10 weeks and £100 per week thereafter
Cover	Sections 2 and 3 - Accident and Assault Cover	

Operative Endorsements:

1) Special Condition 4 of Section 5 is inoperative provided always that the **insurer** will not make any payment of any benefit or in respect of any expense or loss arising from any Person Insured who has attained the age of 90 years unless such expense or loss arises during the period of insurance during which the Person Insured attains the age of 90

2) Key Personnel endorsement

It is agreed that Section 2 and Section 3 will be extended to a 24hr basis for Key Personnel.
 and

Section 4 - Exclusions is amended to read;

Section 4 - Exclusions

The **insurer** will not be liable to pay compensation in respect of death or disablement or provide indemnity for **damage** caused directly or indirectly by:

a) intoxication of, or the illegal use of drugs by any Person Insured, or through sexually transmitted disease

- b) deliberate exposure to unnecessary danger (except in an attempt to save human life)
- c) racing of any kind other than on foot
- d) air travel other than as a passenger in a licensed passenger carrying aircraft
- e) with effect from the 2004 renewal date the **insurer** will not be liable for any actual loss directly or indirectly arising out of, contributed to by, or resulting from actual, threatened, feared or perceived use of biological, chemical, radioactive or nuclear agent, material, device or weapon.
- f) motor cycling, winter sports other than skiing or snowboarding in the United Kingdom or on a dry ski slope or within a snow dome, skating or curling, aerial pursuits including but not limited to ballooning, bungee jumping, gliding, hang-gliding, micro lighting, parachuting, paragliding or parascending, jet skiing or white water rafting, mountaineering or rock climbing using guides or ropes, hiking, trekking or mountaineering above 3,000 metres, caving, and diving using external breathing apparatus

Part P – Legal Expenses

Section:

3. Employment Disputes and Compensation Awards	Operative
4. Legal Defence	Operative
5. Property Protection and Bodily Injury	Operative
6. Tax Protection	Operative
7. Contract Disputes	Not operative
8. Statutory Licence Protection	Not operative

Limit of Indemnity: £100,000

Operative Endorsements

General Notes

1. Fair presentation of the risk

You must make a fair presentation of the risk to us at inception, renewal and variation of your policy. This means that we must be told about all facts and circumstances which may be material to the risks covered by the policy and that you must not make a misrepresentation to us about any material facts. As part of your duty of fair presentation, you must ensure that the information detailed within the schedule is correct and complete. A material fact is one which would influence the acceptance or assessment of the risk. If you have any doubt about facts considered material, it is in your interests to disclose them to us.

Failure to make a fair presentation of the risk could result in the policy either being avoided, written on different terms or a higher premium being charged, depending on the circumstances surrounding the failure to present the risk fairly.

This policy is compliant with the principles of the Insurance Act 2015 law reforms. It also incorporates an 'opt out' which has the aim to promote good customer outcomes. We have opted-out of the 'proportionate reduction of claim remedy' available to insurers under the Insurance Act 2015. This means that in cases of non-disclosure or misrepresentation which are neither deliberate nor reckless, if we would have charged an additional premium had we known the relevant facts, we will charge that premium and pay any claims in full rather than reducing claims payments in proportion to the amount of premium that would have been charged.

We believe that our 'additional premium approach' should, in most situations, be more favourable to our customers when compared to the proportionate reduction of claim remedy. Our additional premium approach does not affect our right to apply the other remedies available under the Act for non-disclosure or misrepresentation.

2. Cancellation

All insurance policies run for a fixed period of time. The Insured can terminate an insurance contract verbally or in writing at any time. No refund will legally be due for any unused period of cover outside of the 'cooling off period' for consumer customers or following initiation for organisations and businesses. The Insurer may cancel the policy by giving 30 days' notice in writing. In such an event the insured will be entitled to a return of premium in respect of the unexpired portion of the period of insurance.

3. Bonus and fee structure

Employees and businesses who work for ZIP UK are remunerated in various different ways for selling insurance contracts. Employees receive a basic salary and also receive a bonus based on a number of factors, including the achievement of sales and quality targets. Businesses which work for the insurer on an outsourced basis receive a fee and also additional payments based on a number of factors, including the achievement of sales and quality targets.

7. Claims contact information

If you need advice on a claim, it is important that you speak to the appropriate specialist. Claims specialists are available to discuss your cover and advise you on how to make a claim. Their contact details are:

Type of Claim	Claims team	Claims contact details	
Buildings, contents including "All Risks" Items	Property Claims	Tel:	0800 028 0336
Business interruption		Email:	farnboroughpropertyclaims@uk.zurich.com
Money		Address:	Zurich Municipal Property Claims, Zurich Financial Services, PO Box 3303, Interface Business Park, Swindon, SN4 8WF
Works in progress			
Public liability	Liability Claims	Tel:	0800 876 6984
Employers liability		Email:	fnlc@uk.zurich.com (new claims) zmflc@uk.zurich.com (subsequent correspondence)
Personal assault under Money			
Personal accident		Address:	Zurich Municipal Casualty Claims, Zurich House, 1 Gladiator Way, Farnborough, Hampshire, GU14 6GB (DX 140850, Farnborough 4)
Financial and administrative liability			
Professional negligence			
Hirers liability			
Fidelity guarantee			
Libel and slander			
Engineering insurance			
Engineering – Deterioration of stock			
Business travel			
Motor			
		Email:	zmmotorclaimsoffice@uk.zurich.com
		Address:	Zurich Municipal Motor Claims, PO Box 3322, Interface Business Park, Swindon, SN4 8XW
Legal Expenses	DAS Legal Claims	Tel:	0117 934 2116 (Switchboard)

General claims procedure

This is a description of the general claims procedure you will need to follow:

1. Contact the relevant claims office, to notify the claim
2. If necessary, a claim form will be sent out to you for completion, or you will be asked to send details in writing
3. In the event of uncertainty, please call the relevant office for guidance.
4. Out of hours/Emergency Property losses - please contact 0800 028 0336
5. Track open claims on-line at: <https://www.zurich.co.uk/municipal/existing-customers>

DAS Head and Registered Office:

DAS Legal Expenses Insurance Company Limited | DAS House | Quay Side | Temple Back | Bristol | BS1 6NH
Registered in England and Wales | Company Number 103274 Website: www.das.co.uk
DAS Legal Expenses Insurance Company Limited is authorised by the Prudential Regulation Authority
and regulated by the Financial Conduct Authority (FRN202106) and the Prudential Regulation Authority.

DAS Law Limited Head and Registered Office:

DAS Law Limited | North Quay | Temple Back | Bristol | BS1 6FL
Registered in England and Wales | Company Number 5417859 Website: www.daslaw.co.uk
DAS Law Limited is authorised and regulated by the Solicitors Regulation Authority (registered number 423113).

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Appendix 4

Tregony with Cuby Parish Council

Asset register as at 31 March 2022

Category	Item	Location	Value	Notes
Land	Sports field	Back Lane	£17,500.00	Original purchase price
	The Giggan	Back Lane	£1.00	Notional value
	Sand Park	Tregony bridge	£1.00	Notional value
	Memorial garden	Fore Street	£1.00	Notional value
	Tregony cemetery	Back Lane	£1.00	Notional value
	Hockings Field	Back Lane	£1.00	Notional value
	Old church cemetery	Fore Street	£0.00	Managed, but not owned, by parish
Buildings	Clock tower	Fore Street	£328,500.00	Insured value
Fixtures	War memorial	The Square	£1.00	Notional value
	Memorial stone	The Square	£1.00	Notional value
	Bus shelter	The Square	£2,813.77	Insured value
	The Giggan pump	The Giggan	£1.00	Notional value
	Pump	The Square	£1.00	Notional value
	Stone trough	The Square	£1.00	Notional value
	Play equipment	Tyller Teg	£47,587.46	Insured value
	Play area safety fencing	Tyller Teg	£7,340.57	Insured value
	Parish sign	Tregony Bridge	£1.00	Notional value
	Parish sign	Near The Glebe	£1.00	Notional value
	Bench seats x 9	Sand Park x2, The Square, Near Gurney Row, By Clock Tower x2, Near Coronation Terrace, The Giggan, Roseland Crescent	£9.00	Notional value
	Notice boards x4	Fore Street, Sports Field, Roseland Crescent, Near The Glebe	£4.00	Notional value
	Planters x6	Sand Park, Near Gurney Row, Clock Tower, Near Coronation Terrace, Near The Glebe, Roseland Crescent	£6.00	Notional value
	Street lamp 011CK	Well Street	£1.00	Notional value
	Street lamp 010CK	Well Lane	£1.00	Notional value
Street lamp 007CK	Well Lane	£1.00	Notional value	
Street lamp 008CK	Mill Lane	£1.00	Notional value	
Street lamp 009CK	The Giggan	£1.00	Notional value	
Street lamp 012CK	Back Lane	£1.00	Notional value	
Equipment	VAS traffic radar	Fore Street (moveable)	£5,908.92	Insured value
	HP laptop	The clerk	£520.00	Purchase cost
	Printer/scanner	The clerk	£337.00	Purchase cost
	Filing cabinet	Village hall	£1.00	Notional value
	Total		£410,545.72	

**Tregony with Cuby Parish Council
Annual parish meeting**

In addition to the annual meeting of the parish council, there is the Annual Parish Meeting (or Annual Town Meeting).

This is, in legal terms, a quite separate body from the Council, but it is invariably the Council that arranges it (simply because it is unlikely that anyone else will do so). Its decisions are not binding on the Council, though a wise Council will normally want to take heed of what is said at the meeting.

The Annual Parish Meeting is a legacy from the Middle Ages, when Local Councils did not exist, and all local decision making was carried out by meetings of the whole community, taking place in the church vestry.

The Annual Parish Meeting is open to all electors of the Town or Parish, who have the right not only to attend but also to speak on any matter of local interest. This is in contrast to a Council meeting, where electors who are not Councillors have no automatic right to speak (though many councils do, of course, have a set time before or after the Council meeting when electors can raise matters of concern to them).

This meeting has its own minutes, which should be kept separately from the Council minutes, and these minutes can only be approved by the next Annual Parish Meeting which will, of course, not be held until the following year. It is however, good practice to bring the draft minutes of the Annual Parish Meeting to the next convenient meeting of the Local Council, since otherwise matters are unlikely to get progressed. But it is important that the Council does not actually approve these minutes, as they do not belong to the Council.

In a parish with a Local Council, the Chairman of the Council must, if s/he is present, take the chair – even if s/he is not an elector for the parish. If the Chairman is not present, the Vice-chairman of the Council must preside. If the Vice-Chairman is not present, then the Meeting must elect a Chairman, for this meeting only, from amongst the local electors present.

Many parish councils, when calling an annual parish meeting, invite local organisations to attend and to present information and reports about the activities of their organisation over the previous year, their plans for the year ahead, what assistance they might be looking for from the parish council etc. The meeting is held on a different date from a normal parish council meeting.

Other parishes hold a short meeting on the same date as a regular parish council meetings and, to be frank, go through the motions of the annual parish meeting. Whilst the meeting is advertised and local organisations are invited to attend, no great emphasis is placed upon it and very few, if any, organisations attend with reports.

The annual parish meeting should be held between 1 March and 1 June each year. However, there seems to be no sanction applied to the parish or the parish council if it fails to hold such a meeting, or holds it outside that date range.

In 2021, at the first meeting of the new council in May, with Coronavirus still a concern, Tregony with Cuby resolved, "It was resolved that, in light of Covid and ongoing restrictions, the Annual Meeting for Tregony and Cuby would be deferred to 2022."

The council therefore needs to decide on what it wants to do this year. It can either hold a special meeting in the main village hall and invite all local organisations and, perhaps, leaflet the whole parish to encourage them to attend, or it can adopt the low key approach of just having a short slot before a normal parish council meeting.

**MINUTES OF TREGONY WITH CUBY PARISH COUNCIL CEMETERY
COMMITTEE MEETING ON MONDAY, 7th MARCH 2022**

Minute No.

Action

- 1/22C **PRESENT** were Cllrs Matthews (Chair), Floyd Norris Harris and Lytham
Clerk – Mrs M Symons
- 2/22C **APOLOGIES** – Cllr Ashley
- 3/22C **THE MINUTES** of the meeting held on 27th September 2022 had been circulated previously.
Resolved that the minutes were adopted as a true record- proposed Cllr Floyd-Norris, seconded
Cllr Lytham.
- 4/22C **MATTERS ARISING** from Inspection of Cemeteries
- 5/22C 1. Gate – Cllrs noticed that the gate is getting a little 'green' – Cllr Matthews will clean
off.
- 5/22C 2. Christmas wreaths / memorials – Cllr Matthews thanked everyone for helping pick up
and remove wreaths etc at the end of January. There seemed to be more than ever this
year. Has kept the cemetery looking tidy, and waste removed.
- 6/22C **MATTERS ARISING** from minutes
- 7/22C 14/21C Roadside wall of Old Cemetery – has been sprayed.
17/21C – Grave markers- Cllr Matthews is going to approach Matt Halliday – metal worker at
Ruanhighlanes and enquire
- 8/22 **CEMETERY ACTIVITY**
Since the last meeting there has been 1 burial and 1 request for a new headstone.
- 9/22 **HOCKINGS MEADOW** – only 1 quote has been received for fencing, after other contractors
too busy to take on the work. Quote is £1750 to fence around the right-hand side of the field.
Proposed Cllr Harris, seconded Cllr Lytham to accept the quote – work needs to be completed.
Drainage – Cllr Matthews has been speaking to Cllr Laity and they have agreed to start the
preliminary drainage work when they are carrying out the further drainage work in the parish.
- 10/22C **SINKING GRAVES** - Dave Dingle is happy to help fill-in/ level the sinking graves and it was
agreed to have a working party to help with this work – looking at April/May.
Concern about new grave / headstone of Mrs Blackler seems to be not to specification and
moving. Clerk to check records of stonemason.
Committee may have to consider refusing to allow headstones to be placed too soon after burial
– make a rule to that effect – discuss at future meeting.
- 11/22C **OLD CEMETERY**
Trees bordering Roseland Community College / Tregony Primary School – Roseland Academy
has completed a survey of the trees on boundary hedge – 5 have been identified at being the
parish council property. Cllr Matthews and Clerk have been on site to check and feel that they
are basically saplings that have been allowed to overgrow, and hang over the cemetery. They
need to be cut right back but will need to have permission for work to be carried out. Clerk is
in dialogue with Roseland Academy as they will also need to remove low hanging branches
over the cemetery etc from their trees and it would be more sensible to have 1 tree surgeon
involved and 1 planning application – the parish council would contribute proportionally.
Clerk awaiting further discussion .
- 12/22 Whilst visiting the site for the trees, the ground conditions in the Old Cemetery were checked
and there is concern that the top section especially is getting dangerous to walk in – rabbits are
causing problems and graves have sunk in places, the ground is very uneven.
Councillors agreed that the parish council should may be starting to make financial provision
for the proper setting out of the space in the future. The Cemetery is currently 'closed' but the

parish will have to wait a possible another 80 years before a different use can applied to the area. Need to be more investigation about repurposing of the area.

13/22C **SETTING OUT OF GRAVES & FUTURE PROVISION** –Clerk has met with David Dingle and there is approx. space in the current cemetery for 33/35 graves? Depending on need, 8-10 years?

14/22C **SCRIBE ACCOUNTS- ADDITIONAL CEMETERIES COMPUTER PACKAGE**
Councillors discussed the package –it was felt that the facilities it provides the parish are important, but that the charges were a disadvantage.
It was agreed that this should be a service that is offered to parishioners - proposed Cllr Floyd Norris, seconded Cllr Lytham. Carried.

15/22C **MEETING DATES**
Agreed to continue March / June / September and, if necessary, December.
First Monday of month - next meeting – 6th June – 7.00pm at the New Cemetery and inspect Old Cemetery.

16/22C **FINANCE**
No payments presented for this meeting.

17/22C **CORRESPONDENCE**
1. Flamank Family History – Mrs Janine Turner is researching the family history of this important family name linked with the Cornish Rebellion of 1497. They have asked for details, if known, of connections with Cuby parish Church and the parishes of Cuby and Tregony. – Clerk to go through records.

NEXT MEETING
Monday, 6th June 2022 – Clerk to contact members .

Tregony with Cuby Parish Council

Net Position by Cost Centre and Code

Cost Centre Name

<u>Administration</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
1	Audit				550.00	425.00	125.00
2	Memberships / Subscriptic				600.00	1,090.42	-490.42
3	Insurance				664.00	725.38	-61.38
4	Hire of Hall / Meeting cost				250.00		250.00
6	Website Management + M			0.25	2,000.00	2,418.69	-418.44
8	Council Tax Base grant	599.00	598.69				-0.31
9	General Admin Receipts		53.88			129.27	-75.39
12	VAT Reimbursement		8,263.88				8,263.88
24	Clerk Office allowance						
47	Rent	200.00	100.00				-100.00
49	Office Sunderies & Equipn				1,100.00	650.00	450.00
			799.00	£9,016.70	5,164.00	£5,438.76	7,942.94

<u>Agency Services</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
13	LMP Reimbursement		330.00	369.36			39.36
50	Footpath cutting				1,500.00	500.00	1,000.00
			330.00	£369.36	1,500.00	£500.00	1,039.36

<u>Capital</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
17	Project receipts						
43	Project expenses				8,000.00	8,613.90	-613.90
					8,000.00	£8,613.90	-613.90

<u>Cemetery</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
54	Cemetery Fees			800.00			800.00
55	Cemetery Maintenance				1,400.00	1,730.00	-330.00
56	Cemetery misc. expenses				600.00		600.00
57	Cemetery field rent	50.00	50.00				
		50.00	£850.00	2,000.00	£1,730.00	1,070.00	

<u>Councillors</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
25	Councillor Expenses				1,000.00		1,000.00
					1,000.00	1,000.00	

<u>Elections</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
44	Election expenses				1,500.00	1,550.17	-50.17
					1,500.00	£1,550.17	-50.17

<u>Grants</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
5	Other Grants & Donations				500.00	500.00	
11	Aura Wind Turbine Grant	3,333.00	3,732.27				399.27
52	Parish Turbine funds				3,333.00		3,333.00
		3,333.00	£3,732.27	3,833.00	£500.00	3,732.27	

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Tregony with Cuby Parish Council
Net Position by Cost Centre and Code

Cost Centre Name**Parish Maintenance & Running Costs**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
28	Sand Park						
29	Tyler Teg - play area				200.00	1,121.64	-921.64
30	Sports field maintenance				500.00		500.00
31	Street Lighting				400.00	2,848.98	-2,448.98
32	Clock Tower maintenance				400.00	340.00	60.00
33	Clock Tower electricity				150.00	276.25	-126.25
34	Memorial Garden				100.00	498.30	-398.30
35	Misc Expenses				400.00	541.00	-141.00
36	Parish Maintenance montl				6,998.28	6,026.29	971.99
37	Additional maintenance cc				1,000.00	852.53	147.47
45	Street cleaning				1,000.00		1,000.00
46	Grass cutting / Greens						
59	VAS Equipment maintena				400.00		400.00
					11,548.28	£12,504.99	-956.71

Precept

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
7	precept		25,000.00	25,000.00			
			25,000.00	£25,000.00			

Staff

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
21	Clerk's salary				6,115.00	5,603.47	511.53
22	Clerk PAYE				1,651.00	1,656.02	-5.02
23	Clerk Pension				744.00	743.63	0.37
					8,510.00	£8,003.12	506.88

NET TOTAL

29,512.00	£38,968.33	43,055.28	£38,840.94	13,670.67
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