

St Cleer Parish Council

Minutes of the EXO Meeting of the Estates Committee on 18 November 2020, virtually

Penelope Andrews		
Sue Harbord, Councillor	Vice Chair of Council	
Suzanne Horsfield, Councillor	Estates Committee	In attendance
Jon Prinn	Chair of Council, Chair of Estates	In attendance
Clive Sargeant, Councillor	Estates Committee	Absent
Brian Smith, Councillor	Estates Committee	In attendance
Chris Ullman, Councillor		Observing
Derris Watson, Councillor		
Andy Webb, Councillor	Estates Committee	Absent
Martin Eddy, Cornwall Councillor	St Cleer, St Neot and Warleggan	
Roni Jones	Clerk In attendance	RJ
Members of the Public		1

At the outset of the meeting JP indicated that he had advice that the election of Chair for this committee was quite in order but that should anyone wish he would resign and allow other applicants to come forward (should there be any) and another vote held. No-one commented and as such the meeting proceeded.

1	<p>Apologies for absence</p> <p>None had been received and as such 2 absences were recorded.</p>	
2	<p>Members declarations</p> <ul style="list-style-type: none"> a. Disclosable pecuniary interests b. Non-registrable interests c. Declarations of gifts d. Applications for dispensations <p>None</p>	
3	<p>Minutes of Previous meeting</p> <p>To receive and approve minutes of the last meeting(s)</p> <ul style="list-style-type: none"> a. 15 July 2020 – circulated 20.7.2020 b. 14th October 2020 – Circulated <p>The minutes of 15/7/20 were proposed as accurate by SxH and seconded by BSm. Motion Carried</p> <p>The minutes of 14/10/20 were proposed as accurate by JP and seconded by BSm. Motion Carried</p>	

4	<p>Matters Arising</p> <p>Allotments water supply Subsequent to the agenda being issues SWW have contacted Parish and have arranged to attend Bakers Hill in early December with the Caretaker and the Allotment Chair</p> <p>WIFI – Some operational issues being addressed</p> <p>WC RA – Given the ‘lockdown status’ it was proposed by SxH and seconded by JP that the WCs remain closed. Motion Carried</p> <p>Pukator Lane Grit bin Following discussion on the loss of Councillors actively doing landscaping for the Parish, given the need for Risk Assessment and Method Statements and the liability that Parish itself would potentially be put to, a motion to give the Clerk Delegated Authority to get appropriate quotes for the insertion of a step and retaining upstand was proposed by JP and seconded by BSm. Motion Carried</p> <p>Bird boxes All installed and the matter closed</p> <p>Petanque installed at Market Inn Matter resolved in full</p> <p>RoSPA – report awaited</p>	
5	<p>Pavilion PPM Report Circulated 29.9.2020</p> <p>A comprehensive full A4 page of achievements over lockdown undertaken by the caretaker was noted. 2 Companies have been to quote, a third booked and one quote received. This will need to inform the EMR at Parish as the amount set aside is unlikely to cover the works proposed.</p>	
6	<p>AEDs Horizon / Market Inn</p> <p>A discussion ensued and the following assessment was noted. The motion for Parish was proposed by JP and seconded by SxH and the motion carried.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Assessment:</p> <ol style="list-style-type: none"> 1. The Horizon Shop would, if formally requested, install an AED at their location (which would move should / when the new development is built). St Cleer has finance for this in this year’s budget 2. The Opportunity to re-site the AED in St Cleer and to utilise the phone box and new technology be embraced 3. That on the recommendation of Heartbeat; Duchy Alarms be contracted for the St Cleer defibrillator 4. That the Horizon Defibrillator be installed and managed by Dutchy Alarms <p>Proposed Motion:</p> <p>That Parish fundraises £500 to support the development of a Horizon AED</p> <p>That Parish Funds the remainder of a new AED at Horizon Shop of the type that links directly to a monitoring station with Dutchy Alarms</p> <p>The Market Inn defib is moved to the Phone Box and monitoring contract awarded to Dutchy Alarms</p> </div>	
7	<p>Equality Impact Assessments – Report back from Councillors</p> <p>The Clerk was asked to reissue this matter at the next meeting</p>	All
8	<p>Estates representation on the new Website</p> <p>All members were asked to check the extensive additions to the website in relation to the Estates Assets and to feed any improvements of edits through to JP or the Clerk</p>	

	CU undertook to source some pictures of the footpaths and text for inclusion					
9	<p>Woodland Trust Application</p> <p>Trees and rabbit guards have been donated for planting at the Millennium Garden and on the grass verge at Trethevy Quiot. A further exercise in application to the Trust remains outstanding and CU will progress this under delegated authority on behalf of Parish. This was proposed by JP and seconded by BSm. Motion Carried.</p>	CU				
10	<p>Environmental Policy</p> <p>Working in tandem with the St Cleer Environment Group CU is working with a number of environmental policy templates to develop the Parish policy; this is in keeping with Carbon Neutral 2030 and a desire to increase recycling and ethical purchasing. The policy was not yet ready but CU was asked to bring the draft to Parish as soon as it was available.</p>	CU				
11	<p>We're Watching you Campaign</p> <p>This is a Cornwall initiative that requires a Dog Fouling Champion in the village. JP proposed and SxH seconded a motion to ask the electorate if there was such a person within St Cleer willing to lead this (a non councillor) project. Motion Carried</p>					
12	<p>Footpaths Working Party</p> <p>Following an article circulated about Community Engagement in looking after footpaths it was discussed and agreed that this type of project would be of benefit to St Cleer. JP proposed and SxH seconded a motion to develop the proposed structure of this model in St Cleer. CU and the Clerk would take this forward.</p>	SxH / CU				
13	<p>RBL / WI Bench</p> <p>SxH has looked at the benches near the war memorial and indicated that in house management by the Caretaker would probably give both benches a new lease of life. It was proposed to ask the caretaker to undertake a risk assessment and carry out any remedial works within his competence (sanding and painting likely) when able. Proposed by JP and seconded by BSm; motion carried</p> <p>In relation to the war memorial the following was discussed and it was agreed to refer this matter to Parish.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"> <p>Situation:</p> <p>The British Legion in St Cleer has now disbanded. Members have hitherto managed the weed ingress to the War Memorial and swept / prepared the area in advance of the annual remembrance parade</p> </td> </tr> <tr> <td style="padding: 5px;"> <p>Background:</p> <p>It is understood that the War Memorial was transferred to Parish as an asset some time ago, it is not reflected on the asset register</p> </td> </tr> <tr> <td style="padding: 5px;"> <p>Assessment:</p> <p>The war memorial needs to go onto the asset register, should it be determined that it is indeed a Parish Asset The Caretaker needs to be required to maintain the cleanliness and report on the safety of the war memorial to Parish within his scope of office</p> </td> </tr> <tr> <td style="padding: 5px;"> <p>Proposed Motion:</p> <ol style="list-style-type: none"> 1. To recognise responsibility for the war memorial as an asset of the Parish (this will include repair / refurbishment as dictated over time) 2. To add the War Memorial to the Asset Register at the value of £1 3. To incorporate care of the War Memorial in the work of the caretaker </td> </tr> </table>	<p>Situation:</p> <p>The British Legion in St Cleer has now disbanded. Members have hitherto managed the weed ingress to the War Memorial and swept / prepared the area in advance of the annual remembrance parade</p>	<p>Background:</p> <p>It is understood that the War Memorial was transferred to Parish as an asset some time ago, it is not reflected on the asset register</p>	<p>Assessment:</p> <p>The war memorial needs to go onto the asset register, should it be determined that it is indeed a Parish Asset The Caretaker needs to be required to maintain the cleanliness and report on the safety of the war memorial to Parish within his scope of office</p>	<p>Proposed Motion:</p> <ol style="list-style-type: none"> 1. To recognise responsibility for the war memorial as an asset of the Parish (this will include repair / refurbishment as dictated over time) 2. To add the War Memorial to the Asset Register at the value of £1 3. To incorporate care of the War Memorial in the work of the caretaker 	SxH
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