

ST CLEER PARISH COUNCIL

Meeting of the Full Parish Council

Minutes of the meeting of the Full Parish Council held on September 28th 2022

Minute no		Action
	<p>Present: Cllrs. K. Johnson, L. Price, S. Horsfield, S. Harbord, P. Andrews, B. Smith, I. Morris, C. Sargeant and after the Co-option, new councillor B. Dupreez</p> <p>Absent: Cllrs. B. Seage, S. Abernethie, N. Emms, J. Colenzo</p> <p>In Attendance: E. Luther, Clerk/RFO, Cornwall Cllr. P. Seeva</p> <p>Members of Public: 0</p>	
170/9	<p>To Receive any Declarations of Interest from Members/Dispensations</p> <p>Cllr. Morris stated his interest in the allotments.</p>	
171/9	<p>Co-option of a new parish councillor</p> <p>Cllr. Johnson moved this agenda item up the agenda in order that our new prospective councillor could take part in the meeting at the earliest opportunity. Becky Dupreez introduced herself and explained that she was particularly interested in bringing all members of the community together and working for the good of the parish.</p> <p>To RESOLVE to co-opt Rebecca (Becky) Dupreez onto the council</p> <p>Proposed: Cllr. K. Johnson, Seconded: Cllr. B. Smith</p> <p><i>Carried</i></p> <p>From now on new councillor Becky Dupreez took part in the meeting.</p>	
172/9	<p>Allow up to 15 Minutes for members of the public to address the council</p> <p>No members of the public were present</p>	
173/9	<p>Formal Vote and Acceptance of Office of Chair by Cllr. K. Johnson</p> <p>Cllr. K. Johnson disregarded this item with the verbal agreement of other councillors as he and they felt there had already been a vote and this matter had been dealt with.</p>	
174/9	<p>Chairman's Announcements</p> <p>Cllr. K. Johnson expressed the deepest sympathy of the Parish Council and the community to the Royal Family on the sad passing of Her Late Majesty Queen Elizabeth II, and to His Majesty King Charles III - God Save the King.</p>	
175/9	<p>Update From Cornwall Councillor, P. Seeva</p> <p>C. Cllr. P. Seeva said that Cornwall Council had postponed its early September meetings due to the sad passing of HM Queen Elizabeth II. He continued by saying that many tributes had been paid to her by councillors. They had also expressed their support for HM King Charles III and the new Duke and Duchess of Cornwall, and had extended an invitation to the latter. He also reported they had had an item on sky lanterns and the damage they can cause to rural areas. In addition there was a No Surprises motion, which sought to promote the inclusion of councillors to officers' discussions in order that they were kept fully aware and updated. He gave the example of the recent changes to bus services.</p>	
176/9	<p>Clerk's Report, including crime figures from PCSO Edser</p> <p>The clerk gave her report, starting with the crime figures for August 1-31st, which consisted of two crimes of criminal damage. She then moved on to the changes to bus services to and from St Cleer and advised infrequent bus users to check the Go Cornwall Bus website for information prior to travel. She informed the meeting that the boiler at the pavilion had just been serviced and a new Watchman monitor installed in the oil tank so oil levels could be monitored. The oil tank holds approximately 2500L and the current oil level is around 1000L. It was noted that usage over the preceding two years would have been lower due to Covid. She ended with data from the speed camera which showed:</p> <p>Incoming vehicles – 98.47% less than 30mph</p> <p>Outgoing – 94.49% less than 30mph</p> <p>After this report, Cllr. Johnson asked C. Cllr. Seeva if parish councils could do anything about bus changes. Cllr. Seeva said they couldn't but that he could pick up any concerns raised. Cllr. Johnson encouraged residents to contact the parish council with any concerns about buses so these could be passed on to C. Cllr. Seeva.</p>	

177/9	<p>Horizon Farm planning application update</p> <p>Cllr. Johnson explained that he had spoken to the planning officer on September 22nd and this application was still in the process of being determined. He said that the application had not been withdrawn yet, and that a traffic analysis had been done. He said that Sheryll Murray MP could not express a view on planning applications but was happy to listen to constituents' concerns and will represent them to the Planning Department.</p>	
178/9	<p>Defibrillator: Progress Update</p> <p>The Clerk reported that she had had an email from SW Ambulances the day before the meeting, containing more information about the terms of the 4 year contract. This had been forwarded to all councillors. Cllr. Price said he had done some research of his own and believed the contract offered was one of the better options. Cllr. Andrews asked if he'd contacted Duchy Defibrillators. She had obtained information from them herself and explained that they offered a defibrillator and cabinet for £2600 plus an annual fee of £190, and an 8 year guarantee. Cllr. Johnson pointed out that there was no motion for purchasing the defibrillator contract, but that this was unavoidable as the information had only arrived so recently. The clerk stated that there was £3500 in the Earmarked Reserves put aside for the defibrillator. She also referred to the fact that the council had received no notice of the end of the contract and only became aware when the defibrillator had developed a problem. Cllr. Johnson asked the Clerk if she was happy that this was an exigent (emergency) spend and she replied that she was, due to the importance of having a defibrillator at the pavilion.</p> <p>To RESOLVE to proceed with the renewal of the 4 year defibrillator contract with SW Ambulances.</p> <p>Proposed: Cllr. K. Johnson, Seconded: Cllr. B. Smith</p> <p><i>Carried</i></p>	
179/9	<p>Splitter Update</p> <p>Cllr. Johnson reported that the splitter issue was still unresolved as there was no suitable place to store it at the pavilion. He added that the application for the funding had contained a photo of the storage place but that this photo was not actually of the pavilion and grounds area. There is a 5 year retention clause as part of the grant funding and so the council is unable to sell the splitter.</p>	
180/9	<p>To Discuss: HR Committee</p> <p>Cllr. Johnson stressed that the HR committee needed to meet as soon as possible and elect a Chair of that committee. HR Committee members are Cllrs. Johnson, Horsfield, Seage and Smith. The Clerk will email round possible dates for this meeting, which may take place during daytime hours rather than the evening.</p>	Clerk
181/9	<p>To Discuss: requirement for a mid-term rent review</p> <p>The clerk explained she had moved the rental rates to a more prominent place on the council website (under Facilities->Pavilion). It was noted that the rental rates had not been reviewed recently and needed to be as part of the budget-setting. Comments were made about the suspension of use due to the Covid lockdowns and the waivers initiated at that time. As the council has a fixed term energy deal, Cllr. Johnson said he didn't believe a mid-term review was needed. Discussion moved on to the Football Club whose SLA has now expired, and to the allotments, with Cllr. Morris explaining the rents had been waived during lockdown, had now been reinstated, but were due for review along with the allotment water charge. He said there would be an Allotment Association meeting in October.</p>	
182/9	<p>To Discuss: Rental Receipts</p> <p>Cllr. Horsfield explained that the Youth Club had stopped running during Covid but was hoping to start up again. The Art Club is already running and paying a hire charge. The Football clubs needed reviewing as to whether an invoice should now be issued on the revocation of the Covid waivers. Cllr. Morris explained the proposed increases in allotment rent and councillors agreed they sounded acceptable but that the council would confirm this at the budget meeting.</p>	
183/9	<p>Cornwall Council Audit Update</p> <p>Cllr. Johnson said there was no update on this but that it was planned to take place in mid-October.</p>	

184/9	<p>AGAR 2020/21 Update</p> <p>The clerk read a quote from the External Auditor in relation to the audit of 2020/21: <i>"...in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. Section 1, Assertion 3 has been incorrectly completed. The smaller authority has confirmed it has not complied with certain laws and regulations in respect of personal data during 2020/21. Other matters not affecting our opinion which we draw to the attention of the authority: The smaller authority has confirmed that it has not complied with the governance assertion in Section 1, Box 2, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified."</i></p> <p>Cllr. Johnson, who was not a councillor at that time, had made a challenge to the aforementioned audit. He said he had offered to meet with the council in relation to areas of non-compliance he had identified, but that this offer had been refused.</p>	
185/9	<p>Assets Register review update</p> <p>Cllr. Price reported that the Asset Register had not been updated and contained some errors eg listing the defibrillator. Cllr. Price will prepare an Excel sheet and share with other councillors as part of the work on updating and correcting the Asset Register, which will be looked at at the next meeting.</p>	Cllr. Price
186/9	<p>South West Councils payment update</p> <p>Cllr. Johnson explained that it had been agreed in May 2022 to let this subscription lapse and to not pay it. However, the ex-Chair had emailed SW Councils in relation to a matter they had been involved in previously. After his resignation, the Vice Chair, Cllr. Seage had responded to SW Councils. SW Councils had, therefore, asked us the council to pay the subscription, but current Chair, Cllr. Johnson had negotiated a part payment of £194. This had been paid on August 18th 2022 in order not to incur further costs.</p>	
187/9	<p>Motion: Committees –</p> <p>i) To appoint chair and vice chair of F&GP and Estates committees.</p> <p>ii) To appoint councillor membership of those committees</p> <p>iii) To agree that alternative methods of management may be explored / implemented by the PC chair</p> <p>Cllr. Johnson explained that the purpose of this motion was to show that the council had tried to formulate the above committees, and had failed.</p> <p>To RESOLVE to strike out Parts I and ii above and adopt part iii, with two Estates/Finance meetings taking place in October and November in order to facilitate the budget-setting.</p> <p>Proposed: Cllr. Johnson, Seconded: Cllr. Andrews</p> <p><u>Carried</u></p>	
188/9	<p>Motion: To Resolve to fulfil the obligation (from general reserve) of a £350 grant to Common Moor Village Hall as recorded at minute 20/2 iii)</p> <p>Proposed: Cllr. Smith, Seconded: Cllr. Harbord</p> <p><u>Carried</u></p>	
189/9	<p>Motion: To Resolve to allocate £10 from the training budget to invoice IAF0064, namely membership of the Internal Auditors Forum</p> <p>Cllr. Johnson explained that he felt membership of this forum, that was affiliated with NALC, would be helpful and would contribute to ensuring compliance when arranging our internal audit.</p> <p>Proposed: Cllr. Price, Seconded: Cllr. Smith</p> <p><u>Carried</u></p>	
190/9	<p>Motion: To Resolve to Approve travel and subsistence costs for Cllr. K. Johnson to attend the NDP training conference in Penryn</p> <p>Proposed: Cllr. B. Smith, Seconded: Cllr. L. Price</p> <p><u>Carried</u></p>	

191/9	<p>To Discuss Remembrance Day commemorations and wreath</p> <p>Cllr. Horsfield said she could organise a wreath and would also check with old Royal British Legion members if they wished to say anything. Cllr. Johnson said he was happy to take part as Chair and to do the part of the former RBL group had done. Cllr. Harbord said she was happy to read the names out. Cllr. Johnson said a motion would be needed in order to authorise paying for a wreath plus any donation the council wished to make. Cllr. Smith suggested a figure of £50 would be appropriate.</p>	Cllr. Johnson
192/9	<p>To authorise payment for two pitch cuts by Pitch Guru</p> <p>This was authorised.</p>	
193/9	<p>To Discuss a policy position regarding a Mayor for Cornwall and whether St Cleer PC would or would not wish for a public referendum on this matter rather than a CC cabinet decision.</p> <p>Cllr. Seeva spoke briefly on this, referring to three things:</p> <ul style="list-style-type: none"> i) Having a mayor would give power over money coming into Cornwall, but local MPs had said they wanted these powers but not a mayor. ii) This matter will have to go to the Full Council of Cornwall Council not just the Cabinet. iii) The Cabinet are not keen on a public referendum as it would cost £1.5million. <p>After a short discussion, the parish council decided not to express a view at this stage.</p>	
194/9	<p>To Discuss formulating an outline plan to engage the community regarding their ideas for road safety improvements with new grants possibly becoming available in Spring 2023.</p> <p>Cllr. Price said he was happy to co-ordinate collating ideas from the community, and Cllr. Smith said he would add information on the council Facebook page. Cllr. Johnson questioned C. Cllr. Seeva about the fact that the road from St Cleer to Liskeard school had been deemed “safe to walk” for schoolchildren. C Cllr. Seeva acknowledged this sounded ridiculous and that it was extremely unlikely anyone would walk to Liskeard school from St Cleer.</p>	Cllr. Price Cllr. Smith
195/9	<p>Finance Report and Payment Schedule to September 28th 2022</p> <p>Due to concerns about whether the council needed the Living Wage subscription, decision on paying this item was deferred and payment for the Living Wage subscription was <i>not</i> authorised.</p> <p>To Resolve to adopt the Finance Report and to authorise payment of accounts outstanding with the exception of the Living Wage subscription:</p> <p>Proposed: Cllr. Johnson, Seconded: Cllr. Smith</p> <p><i>Carried</i></p>	
196/9	<p>To Discuss Allowing the Football Clubs to place a ‘Boot Bank’ in the Pavilion Car park.</p> <p>The council agreed to permit this with the proviso that the football club was responsible for all organisation relating to the Boot Bank.</p>	
197/9	<p>To resolve that the Minutes of the meetings of St Cleer Parish Council as below, having been previously circulated and taken as read, be approved and signed:</p> <ul style="list-style-type: none"> i) June 8th 2022 ii) June 22nd 2022 iii) July 20th 2022 iv) July 27th 2022 v) August 31st 2022 <p>This item was rolled over to the next meeting.</p>	Rolled Over to Oct 26th
198/9	<p>Planning Applications</p> <p>There were no comments on these applications.</p>	
199/9	<p>Matters Arising</p> <p>None</p> <p>Meeting Closed at 9.35pm</p>	