

# ST CLEER PARISH COUNCIL

Minutes of the meeting of the Full Parish Council held on February 22nd 2023

	<p><b>Persons Present/Absent</b> Present: Cllrs. Johnson, Price, Sargeant, Morris, Emms and Dupreez, and Cllr. Horsfield from 7.20pm</p>	
47/2	<p><b>Receive any Declarations of Interest from Members/Dispensations</b> Cllr. Morris declared an interest in the allotments.</p>	
48/2	<p><b>Allow up to 15 Minutes for the Public to address the Council</b> A member of the public described ongoing problems with dog poo on pavements in St Cleer village, particularly in Well Lane and around Penhale, impacting children and adults walking to school. Councillors agreed that this was an issue. The Clerk was tasked to buy some dog poo bag dispensers at the earliest opportunity to encourage people to pick up after their dog, and to ensure the Caretaker patrolled the areas. Other measures such as signage might be taken in future to help improve this problem.</p>	Clerk
49/2	<p><b>Chairman's Announcements</b> The Chair announced the resignation of Cllr. Sue Harbord and that we now have six councillor vacancies.</p>	
50/2	<p><b>Update from C.Cllr. Phil Seeva</b></p> <ul style="list-style-type: none"> <li>i) Boundary changes have been made, redrawing the Liskeard boundary to include the Premier Inn area.</li> <li>ii) The Cornwall Council budget will be increasing by 4.99%</li> <li>iii) Council Tax notices will be going out soon. The increase on Council Tax for second homes hasn't received Royal Assent yet.</li> <li>iv) The Penhale Lane development and the associated road adoption issues are nearing resolution and Coastline are close to moving the residents in.</li> <li>v) No update yet on the Little Gimble hunt kennels planning application.</li> <li>vi) Cllr. Emms asked about the £500 promised to the old Liberal Hall and C.Cllr. Seeva said he could allocate the money once he'd received the appropriate form from the applicant.</li> </ul>	
51/2	<p><b>Clerk's Report</b></p> <ul style="list-style-type: none"> <li>i) The clerk explained how she'd been working to solve the banking problems arising due to the resignation of bank signatories. She has made contact with Unity and has the forms to add and remove signatories.</li> <li>ii) She said that the council's banking arrangements are unnecessarily complicated due to have four bank accounts, and suggested the council look at this going forward.</li> <li>iii) She also said that once these immediate banking issues had been solved, she would look at the possibility of moving accounts, and also possibly investing some of our reserves in an account earning a good rate of interest. She mentioned the Cornwall Council Call account, which is used as an investment account by some other local councils.</li> </ul>	

	<p>iv) She said she'd also been exploring outsourcing the council's PAYE arrangements to an external company to provide us with protection but also to free up clerk time. Hopefully any costs would be recouped by the saving in admin time.</p> <p>v) She reported that she has registered for the FILCA (finance) course</p> <p>vi) She suggested that her jobs be given a priority rating, allowing her to better manage her time and linking with the council's look at priorities for the coming civic year.</p> <p>vii) She also said that it would be wise to have a councillor resignation procedure for the future so we could ensure all associated tasks were done in an agreed and timely manner.</p> <p>viii) Finally, she reported that Highways had decided to replace the Polwrath cattle grid</p>	
52/2	<p><b>To RESOLVE that Cllr. Harbord make the urgent authorized payments from the council's HSBC current account.</b></p> <p><b><i>Amendment – the council RESOLVES to retrospectively acknowledge the bank authorization of Cllr. Harbord for the payment of the staff salaries for February.</i></b></p> <p>Proposed: Cllr. Johnson, Seconded: Cllr. Morris</p> <p><u>Carried</u></p>	
53/2	<p>After a brief discussion, Cllrs. Morris, Emms and Dupreez were chosen as new signatories for the council's Unity accounts.</p> <p><b>To RESOLVE to add Cllrs Ivor Morris, Nigel Emms and Rebecca Dupreez as signatories to the Unity bank accounts in order to have dual authority for electronic payments from the aforementioned St Cleer parish council accounts.</b></p> <p>Proposed: Cllr. K. Johnson, Seconded: Cllr. S. Horsfield</p> <p><u>Carried</u></p>	
54/2	<p><b>Finance Report and Payment Schedule to Feb 22nd 2023</b></p> <p>To Resolve to adopt the Finance Report as above, and to authorise payment of accounts outstanding.</p> <p>Proposed: Cllr. Johnson, Seconded: Cllr. Morris</p> <p><u>Carried</u></p>	
55/2	<p><b>Mowing and Grass-cutting update from Cllr. Morris</b></p> <p>Cllr. Morris gave an initial report on his work on the mowing and cutting contracts. He said he had started to break these down into sections. He also said he had been looking at land owned by the council, eg the Millennium Garden, and verifying which pieces of land were <i>not</i> owned by the council. Cllr. Johnson said that there should be Expressions of Interest rather than quotes for each potential contract.</p>	
56/2	<p><b>Pitch Cuts and Cuts of Additional Areas:</b></p> <p>i) <b>To RESOLVE to accept the pitch cut increase as detailed by Pitch Guru, from £140 per cut to £160 per cut from March 1<sup>st</sup> 2023.</b></p> <p>Proposed: Cllr. Morris, Seconded: Cllr. Horsfield</p> <p><u>Carried</u></p> <p>ii) <b>To Discuss Pitch Guru's offer to do additional cutting areas - deferred</b></p>	
57/2	<p><b>Co-option Process Discussion and Timeline</b></p> <p>It was decided to put an advert in the Cornish Times similar to the one in the Granite Post.</p>	

58/2	<b>Insurance update and discussion</b> Due to the imminent deadline, it was decided to continue with our current insurance and look again at possibly changing companies in good time next year. The Clerk will renew our current policies.	Clerk
59/2	<b>Motion: Resolve to engage Principal Hygiene Ltd. to undertake a legionella baseline survey and provide advice and templates for in-house routine testing and schedules.</b> Proposed: Cllr. Johnson, Seconded: Cllr. Morris <i>Carried</i>	
60/2	<b>Parish Council Priorities for remainder of the civic year 22/23</b> Councillors were encouraged to put forward their ideas for future discussion.	
61/2	<b>Coronation of King Charles III</b> Cllr. Horsfield said some organisations had begun plans. It was suggested that the council could donate money for prizes.	
62/2	<b>Speed Camera and Speed Camera Data</b>	Deferred
63/2	<b>Allotment Matters Update</b> The Clerk will issue the allotment invoices and is preparing the revised rules with the co-operation of the Allotment association. She will finish the draft version of the revised allotment rules/contract and that will be discussed at the March meeting.	Clerk
64/2	<b>Website and Facebook update from Cllr. L. Price</b> Cllr. Price explained he had updated Facebook and that councillors could now add comments under their own names.	
65/2	<b>Planning Applications (if time permits):</b> There were no comments on these applications.	
66/2	Cllr. Sargeant proposed a vote of thanks to Cllr. Price for all his work on the website, the speed camera, and other matters. There was also a vote of thanks to Cllr. Morris for his work on the allotments so far, and Cllr. Johnson thanked everybody for their support and loyalty.	
67/2	<b>Matters Arising/Date of Next Meeting</b> None/Next meeting is March 22 <sup>nd</sup> 2023. Meeting Closed at 9.30pm	