

## ST CLEER PARISH COUNCIL

MINUTES of a meeting of St Cleer Parish Council held on Wednesday 26<sup>th</sup> April 2017 at 7.30pm in the Council Sports Pavilion, Hockings House, St Cleer.

**PRESENT:** - Councillors Mrs R S Dickson (Chairman), Mrs S D Harbord (Vice Chairman), K G Buckley, L A Clark, F C Doney, Mrs S E Horsfield, P E Lockley, Miss L A Perrett, M Shead, C R Sargeant, T J Smith and Mrs D R Watson plus the Clerk to the Council.

**1-17. Apologies for absence: –**

Apologies for absence were submitted on behalf of Councillor M D Max.

**2-17. Declarations of Interest relating to matters on the agenda: -**

Non-Registerable Interest (NRI) was declared by: -

Councillor M/s L A Perrett – Agenda item 9 (as a Committee member of the Commonmoor Community Funding Limited).

	<b>ACTION</b>
<p><b>3-17. Police Report: -</b>                      PCSO Linda Phillips addressed the meeting. PCSO Phillips confirmed the role as the PCSO for the Liskeard rural area (that includes St Cleer) and briefed members on her career to date that included 7 years at Fowey and 2 years at Bodmin. In the absence of a Liskeard Have Your say meeting the crime report for St Cleer from January 2017 to the present date was presented: -                      January 6 crimes in the parish, February 4 crimes in the parish, March 5 crimes in the parish and April 7 crimes in the parish. PCSO Phillips then briefed members on the reported crimes and the detection rate. Members were also informed of the agreed strategy to work with the Parish Council crime enforcement officer. This would a visit to an offender’s homes where appropriate, following and issue of a fixed penalty notice by the Enforcement Officer. In a similar vein, it is anticipated that close co-operation with CCTV monitoring at the Sportsground would also result in a faster detection rate. PCSO Phillips would also enhance engagement with the Council and attend meetings more frequently. Some issues and problems were highlighted following which PCSO Phillips was thanked for her attendance.</p>	
<p><b>4-17. Cornwall Council Report: -</b>                      Councillor Mrs D R Watson reported that with the elections for the new Council imminent, there was nothing eventful to report.</p>	
<p><b>5-17. Minutes of the previous meeting: -</b>                      The minutes of the meeting held on Wednesday 22<sup>nd</sup> March 2017 were taken as read, confirmed and signed by the Chairman.</p>	
<p><b>6-17. Matters arising from the minutes: –</b>                      a) Neighbourhood Plan – Traffic matters at St Cleer School and at Redgate: -                      Pursuant to minutes 167-16 (b and (c) receipt was reported of an email from the officer at CORMAC to confirm that two pieces of equipment were available to undertake monitoring in response to this Council’s email. The officer requested details of the locations at which the Council required the equipment to be placed. Members discussed the email and issues to hand and decided that the problem at the School was not a traffic management or speed detection issue and was more involved with safe routes to school. After further consideration members resolved that the monitoring equipment would be placed at Redgate and the Siblyback Lake road and Councillors M D Max and P E Lockley respectively would identify the locations for the equipment. The Clerk</p>	Clerk



<p>that although the football club had complied with the request to chain together the tractor tyres, youths were now using them as a climbing frame to access the oil tank and pavilion roof. Members considered this issue together with the resolution to undertake the pitch maintenance and it was therefore resolved: -</p> <ul style="list-style-type: none"> <li>i) To undertake removing, renovating and replacing (in sleeves) the goalposts (subject to any agreements), re-seed the goalmouths and other areas and roll the pitches (as considered by the council).</li> <li>ii) As a result of the above all activities would be coordinated by the Council with the caretaker having delegated authority on pitch usage including whether it was fit to play matches.</li> <li>iii) That the football club would be asked to remove the tyres from the Sportsground at least during the close season and any return would be in co-ordination with the Council. The Club would also be asked to remove the football nets following the last game of the season.</li> </ul>	<b>Council/ Clerk</b>
<p><b>10-17. Internal Controls Self-Assessment Document: -</b> The Clerk presented the Internal Controls self-assessment document that evidenced the council's internal controls procedures with narrative and referencing to minute numbers and processes. The Clerk detailed all areas of the Council internal controls following which it was resolved that the St Cleer Parish Council Internal Controls Self-Assessment document is received and approved by the council and the Chairman signs the document confirming the council's acceptance.</p>	Chairman
<p><b>11-17. Reports: -</b></p> <p>a) Neighbourhood Plan Steering Group: - In the absence of the former Neighbourhood Development Plan Chairman, the Council Chairman Councillor Mrs. R S Dickson presented the report. In the absence of a formal meeting the Chairman reported progress to date. The Council's consultant Steve Besford - Foster reviewed the issue of identifying proposed sites for development. It was suggested that assessments are undertaken of each site within the parish and "score" each site to demonstrate evidence of preferential sites. The decision to name sites can be then be taken at a later date. Maps and site questionnaires will be updated and the resulting documents forwarded to the Steering group and Parish Council for local knowledge input. It is noted that a question will included that will cover the issue of sites or criteria. The Chairman then turned attention to the circulation of emails. The Chairman voiced disappointment at the emails and cautioned members to be mindful and careful of the content and indeed who is being included within the circulation. The Chairman stated that a line has to be drawn underneath this email and hoped no further emails are sent. The Chairman reported that two valued members of the Steering Group had been lost for differing reasons and called for members to engage or possibly find external members to join the group. Members were reminded that all posts cease at the annual meeting and the composition of the group will be determined at this meeting</p> <p>b) Parish Meeting: - The Clerk reminded members that the Parish meeting was due and unless otherwise directed would commence at 7.00 pm on the same evening as the annual meeting of the Council. Although not a Parish Council meeting the Clerk also called for suggestions as to a topic for the meeting. After considering the matter it was suggested that the Neighbourhood Development plan would be an interesting topic for residents.</p>	
<p><b>12-17. Chairman's Announcements: -</b> The Chairman spoke on the recent submission of candidates for the forthcoming elections. It was confirmed that Councillors K G Buckley, L A Clark, F C Doney and M/s L A Perrett were not seeking re-election to the Council. With only two new candidates (Mick Chorlton and Anna Ramsey) this has resulted in two vacancies that will be filled by co-option. The Council will decide on the timetable within the framework of</p>	Clerk

<p>legislation to fill the vacancies at the annual meeting of the Council. The Chairman thanked Councillors K G Buckley, L A Clark, F C Doney and M/s L A Perrett for their input and service to the council during their term of office and extended the council's best wishes for the future.</p>	<b>Council</b>																																								
<p><b>13-17. Financial Comparison: -</b> It was resolved that the financial comparison for March 2017 (as circulated) is received and adopted. The Chairman confirmed that the March cash book reconciled to the bank.</p>																																									
<p><b>14-17. Accounts for payment</b></p> <table border="1" data-bbox="113 510 1281 824"> <thead> <tr> <th>PAYEE</th> <th>REASON</th> <th>GROSS</th> <th>VAT</th> <th>NET</th> </tr> </thead> <tbody> <tr> <td>Salaries &amp; NIC</td> <td></td> <td>2,090.65</td> <td>0.00</td> <td>2,090.65</td> </tr> <tr> <td>Torpoint Town Council</td> <td>Phone/Photocopying</td> <td>8.41</td> <td>0.00</td> <td>8.41</td> </tr> <tr> <td>C S Plumbing</td> <td>Plumbing Pavilion</td> <td>50.00</td> <td>0.00</td> <td>50.00</td> </tr> <tr> <td>Rabart Decorators</td> <td>Paint/Ancillary Pavilion</td> <td>91.84</td> <td>15.31</td> <td>76.53</td> </tr> <tr> <td>Bridge Multi Academy</td> <td>Darite Playing Field 2015-16</td> <td>350.00</td> <td>0.00</td> <td>350.00</td> </tr> <tr> <td>C R Sargeant</td> <td>Petrol Strimmers</td> <td>10.65</td> <td>1.77</td> <td>8.88</td> </tr> <tr> <td>Commonmoor Comm Fund</td> <td>Grant</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> </tbody> </table>	PAYEE	REASON	GROSS	VAT	NET	Salaries & NIC		2,090.65	0.00	2,090.65	Torpoint Town Council	Phone/Photocopying	8.41	0.00	8.41	C S Plumbing	Plumbing Pavilion	50.00	0.00	50.00	Rabart Decorators	Paint/Ancillary Pavilion	91.84	15.31	76.53	Bridge Multi Academy	Darite Playing Field 2015-16	350.00	0.00	350.00	C R Sargeant	Petrol Strimmers	10.65	1.77	8.88	Commonmoor Comm Fund	Grant	100.00	0.00	100.00	
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<p><b>15-17. Date of the Next Meeting.</b> Wednesday 17<sup>th</sup> May 2017 (Annual Meeting).</p>																																									

Meeting Closed at 8.55pm.....Chairman