

## ST CLEER PARISH COUNCIL

MINUTES of a meeting of St Cleer Parish Council held on Wednesday 28<sup>th</sup> June 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), Mrs S E Horsfield, K Johnson MBE, P E Lockley, M Shead, C R Sargeant, T J Smith and Mrs D R Watson plus the Clerk to the Council.

**Also present:-** Councillor P M Eddy (Cornwall Councillor).

	<b>ACTION</b>
<p><b>36-17. Apologies for Absence: -</b> Apologies for absence were submitted on behalf of Councillor C Shute. It was resolved to defer the signing of the declaration of acceptance of office for Councillor Shute until at or before the next meeting of this Council.</p>	
<p><b>37-17. Declarations of interest relating to item on the agenda: -</b> None.</p>	
<p><b>38-17. Police Report: -</b> Councillor K Johnson reported receipt of a verbal report from PCSO L Phillips indicating that there were no crimes to report in St Cleer for the months of April and May. Members expressed surprise at the verbal report indicating no crimes in the parish. It was resolved to contact Sergeant Jo Williams at Liskeard Police Station to request that future police reports should be sent to the Clerk for onward distribution to members and also for uploading to the website. The Clerk was also asked to request information as to the future of the Liskeard Have Your Say (LHYS) meetings.</p>	Clerk
<p><b>39-17. Cornwall Council Report: -</b> Cornwall Councillor Martin Eddy updated the Council on Cornwall council issues in the parish. Councillor Eddy confirmed that he has been investigating the matter of trees in Gwelmeneth Park. Councillor K Johnson drew attention to the Community Infrastructure Levy (CIL) that was applicable to St Cleer. Councillor Johnson reported that St Cleer were placed in zone 5 that currently would not deliver any infrastructure finances generated by new development. Councillor Johnson also advised that it was unlikely that both the CIL and section 106 finances would run in parallel. The Clerk advised that St Cleer had not been in receipt of any money from recent section 106 developments. Councillor Mrs D R Watson suggested that the Liskeard East division of Cornwall Council had some of the highest social deprivation in the county and was still within this zone. Councillor Johnson described disparity across the country. Following further discussion Councillor Johnson posited a number of questions that included charging zone methodology and retention of section 106. The questions would be forwarded to Cornwall Councillor M Eddy for further investigation and a response to Council. Councillor Eddy reported that there was no scheme for traffic monitoring in Redgate and currently there is no progress to report on the Travellers Camp at Foredown. It was reported that the proposed devolution of the car park had resulted in a meeting to review the specifications and further investigations are underway. It was suggested that the CNA Link Officer would attempt to get an appropriate specification to match the finances that are available. Councillor Eddy was thanked for his report.</p>	CC M Eddy
<p><b>40-17. Minutes of the previous meeting: -</b> The minutes of the annual meeting held on Wednesday 17<sup>th</sup> May 2017 were taken as</p>	

<p>read, confirmed and signed by the Chairman.</p>	
<p><b>41-17. Matters Arising from the minutes: -</b></p> <p>a) Appointment of members to Committees and Steering Groups: - Pursuant to minute 18-17 there were no new appointments to the Committees and Steering Groups at this point. The new Councillors were either not present or required time before committing themselves to any Committees and Working Groups.</p> <p>b) Cornwall Council Report: - Pursuant to minute 24-17 it was noted that Cornwall Councillor Eddy had responded to the points from the previous meeting.</p> <p>c) Working Party - MUGA and Fixed Assets. Pursuant to minute 26-17 (a) Councillor T J Smith spoke on proposals to refurbish the MUGA. Councillor Smith suggested that the fencing should be increased in height to prevent footballs from going over and having to retrieve them. Councillor Smith estimated that this would cost in the region of £3,000. Councillor Smith also suggested that the surface could be enhanced with a more user-friendly surface. The Chairman suggested that whilst the proposal could be accepted in principle, external financing was essential and reminded members that this avenue of approach to source additional finances, had been proposed and approved in the previous minutes (minute 26-17 (a) refers). The Chairman suggested that the results of the NDP survey could be used as baseline information to support funding applications and would also serve as an indicator as to needs and support of the project. Councillor P E Lockley suggested the fundraising group may wish to help although members of that group reminded Councillor Lockley that they were pursuing funding for other projects and that the group established to enhanced the MUGA were nominated for this purpose. Councillor Smith suggested the reserves could be used but members supported sourcing external funds to assist the project.</p> <p>d) Accounting Statement (Outstanding Cheque): - Pursuant to minute 31-17 (b) the Clerk reported that the outstanding cheque from Viridor refers the Clerk updated members on progress.</p>	<p>TJS/Clerk /Council</p> <p>Clerk</p>
<p><b>42-17. Planning Applications: -</b></p> <p>a) PA17/04381 – Jasper Farmhouse, Well Lane, St Cleer - Alterations to the internal layout of the existing house and a new double garage. Council give conditional support provided that access to the proposed garage is acceptable, the appearance of the garage does not affect either the listed building or any adjacent listed buildings and that the tree officer is consulted on the trees within the curtilage of the site.</p> <p>b) PA17/04749 – Jasper Farmhouse, Well Lane, St Cleer - Listed Building consent for alterations to the internal layout of the existing house and a new double garage. Council give conditional support provided that access to the proposed garage is acceptable, the appearance of the garage does not affect either the listed building or any adjacent listed buildings and that the tree officer is consulted on the trees within the curtilage of the site.</p>	
<p><b>43-17. Minutes of the Finance and General Purposes Committee: -</b></p> <p>It was resolved that the minutes of the meeting held on Wednesday 14<sup>th</sup> June 2017 are received and the recommendations in minutes 5-17F (Neighbourhood Development Plan Steering Group), 7-17F (HR Matters – Clerk to report), 12-17F (a) (Internal Audit report), 13-17F (a) (Insurance Requirements), 13-17 (b) (Outstanding Debtors) and 14-17 (a) (Granite Post – Request for financial assistance) are received and adopted. Pursuant to minute 7-17F (HR matters) the Clerk confirmed that he has spoken with the Caretaker pursuant to discussion at the Finance and General purposes meeting and it was resolved that the following procedures will be implemented from the beginning of July for a trial period.</p>	<p>Clerk</p>

<p>i) That the dog warden duties and CCTV monitoring will no longer be routinely undertaken but only when requested.</p> <p>ii) That a work log would be compiled for one month to assess the levels of work for assessment as to the requirement for any additional hours. Council resolved to confirm the procedures.</p> <p>Pursuant to minute 14-17F (a) (Granite Post – Request for financial assistance) the Clerk drew attention to an email suggesting that the organisation has requested finances are considered now and not in the budget deliberations in November. Members replied by drawing attention to the current cash surplus in the organisations accounts suggesting this is used in the short term with a re-submission in November for the budget setting process.</p>	Council																																			
<p><b>44-17. Correspondence: -</b>  a) The Local Government Boundary Commission – Electoral Review of Cornwall: - Noted. After considering the matter it was resolved to reply that this Council considered 99 members being appropriate for the proposed new Council.</p>																																				
<p><b>45-17. Reports: -</b>  a) Neighbourhood Plan Steering Group: -  The Chairman reported that following discussions with officers in Cornwall Council, it was suggested that the number of members on the Steering group was not as important as regular and appropriate engagement with the community. Councillor Mrs Dickson reported that the Council appointed planning consultant Steve Besford Foster was working to develop the plan and putting in place various policies and procedures. Mr Besford-Foster was undertaking work to fill the gaps and that it is anticipated a plan would be available by September. With reference to the letter from the resident’s association, it was agreed in principle that the original plan had a great deal of information that could be used but required upgrading. The next meeting of the group is scheduled for Thursday 13<sup>th</sup> July 2017 with Councillor Mrs Dickson reminding members a Chairman and Vice Chairman of the group was still required. Cornwall Councillor Martin Eddy also offered support and assistance in creating the plan.</p>																																				
<p><b>46-17. Chairman’s Announcements: -</b>  None.</p>																																				
<p><b>47-17. Financial Comparison: -</b>  It was resolved that the financial comparison for May 2017 (as circulated) is received and adopted. The Chairman confirmed that the May cash book reconciled to the bank.</p>																																				
<p><b>48-17. Accounts for payment</b></p> <table border="1" data-bbox="113 1554 1241 1823"> <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>Mole Valley Farmers</td> <td>Grass Rake/Grass seed/saw</td> <td>35.13</td> <td>4.19</td> <td>30.94</td> </tr> <tr> <td>C R Harris</td> <td>Petrol Mower/Strimmers</td> <td>22.42</td> <td>3.74</td> <td>18.68</td> </tr> <tr> <td>Torpoint Town Council</td> <td>Boiler/Phone/Photocopying</td> <td>77.72</td> <td>8.41</td> <td>69.31</td> </tr> <tr> <td>EDF Energy</td> <td>Electricity - Pavilion</td> <td>140.82</td> <td>26.43</td> <td>114.39</td> </tr> <tr> <td>Brian Baynes</td> <td>Diesel - Kubota/Pitch rolling</td> <td>126.00</td> <td>21.00</td> <td>105.00</td> </tr> </tbody> </table>	PAYEE	REASON	GROSS	VAT	NET	Salaries & NIC		2,090.65	0.00	2,090.65	Mole Valley Farmers	Grass Rake/Grass seed/saw	35.13	4.19	30.94	C R Harris	Petrol Mower/Strimmers	22.42	3.74	18.68	Torpoint Town Council	Boiler/Phone/Photocopying	77.72	8.41	69.31	EDF Energy	Electricity - Pavilion	140.82	26.43	114.39	Brian Baynes	Diesel - Kubota/Pitch rolling	126.00	21.00	105.00	
PAYEE	REASON	GROSS	VAT	NET																																
Salaries & NIC		2,090.65	0.00	2,090.65																																
Mole Valley Farmers	Grass Rake/Grass seed/saw	35.13	4.19	30.94																																
C R Harris	Petrol Mower/Strimmers	22.42	3.74	18.68																																
Torpoint Town Council	Boiler/Phone/Photocopying	77.72	8.41	69.31																																
EDF Energy	Electricity - Pavilion	140.82	26.43	114.39																																
Brian Baynes	Diesel - Kubota/Pitch rolling	126.00	21.00	105.00																																
<p><b>49-17. Date of the Next Meeting.</b>  Wednesday 26<sup>th</sup> July 2017.</p>																																				