

ST CLEER PARISH COUNCIL

MINUTES of a meeting of St Cleer Parish Council held on Wednesday 27th September 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, Mrs S E Horsfield, K Johnson MBE, P E Lockley, M Shead, C R Sargeant and Mrs D R Watson plus the Clerk to the Council.

Also present: - Cornwall Councillor P M Eddy.

	ACTION
<p>70-17. Apologies for Absence: - None.</p>	
<p>71-17. Declarations of interest relating to item on the agenda: - None.</p>	
<p>72-17. Notice of Motion (submitted by Councillor K Johnson): - "The PC accepts the proposal (subject to any outstanding logistical arrangements) that St Cleer Football Club (and 'others' should the need arise) make provision for licensed bar facilities for after match entertainment within the Sports Pavilion and makes allowance for the furtherance of the detailed arrangements by delegation". In considering this item it was noted that in the accompanying circulated paper submitted by Councillor Johnson, the motion would be subject to a written request from the football club secretary setting out the arrangements in principle. Following discussion and in the absence of any written submission from the football club, it was resolved that whilst the Parish Council would be willing to consider this motion further, it would not do so until detailed proposals from the football club are submitted and circulated to members for consideration and included as an agenda item.</p>	
<p>73-17. To consider the co-option of four Councillors to fill vacancies on the Council. Prior to undertaking the co-option procedure, the Chairman had contacted the Monitoring Officer following a submission by Councillor K Johnson not to proceed as the number of Councillors on the Parish Council would fall below the 2/3 elected members should the council wish to take on additional powers and that the Council should revert to the election process. The Chairman reported that the Monitoring Officer had been contacted and confirmed full compliance with the procedures and the complete process had been undertaken correctly. In the co-option election process that followed, it was resolved that four newly co-opted members are J L Unsworth, A Webb, L Price and R A Turton. The voting co-option matrix is attached to these minutes.</p>	
<p>74-17. Police Report: - No report has been received by this Council. It is still unclear if the Liskeard have Your Say (LHYS) group will meet again until it is understood the future of service delivery at Liskeard Police Station has been finalised.</p>	
<p>75-17. Cornwall Council: - Cornwall Councillor P M Eddy reported that there is no progress with the devolution of the Churchyard maintenance and that despite the perception there is not a problem with speeding in Fore Street. Other issues that Councillor Eddy has been investigating is of infrastructure issues with the footpath at Commonmoor, housing matters and also trees at Rosecraddoc. Councillor Eddy noted a problem with the drain in the Church car park</p>	

<p>at St Cleer and suggested that the Parish Council might wish to consider erecting a sign indicating the toilet in the car park. It was resolved to defer this matter to the next meeting for further consideration. Councillor Eddy confirmed that the cattle grid has now been replaced at the top of St Cleer Downs following complaints from residents. Councillor Mrs D R Watson spoke on the matter of traffic and speed monitoring.</p>	
<p>76-17. Minutes of the previous meeting: - It was resolved that the minutes of the meeting held on Wednesday 26th July 2017 and extra-ordinary meeting held on Wednesday 16th August 2017 are taken as read, confirmed and signed by the Chairman.</p>	
<p>77-17. Matters arising from the minutes: -</p> <p>a) Police Report: - Pursuant to minute 55-17 and as previously reported there is no progress to report on defining the future of the LHYS group.</p> <p>b) Cornwall Council report: - Pursuant to minute 55-17(b) it was confirmed that the response (as circulated) has been submitted to Cornwall Council.</p> <p>c) Appointment of members to Committees and Steering Groups: - Pursuant to minute 55-17 (c) it was resolved to appoint Councillor K Johnson to both the Asset Management Committee and the Finance and General Purposes committee. Appointments of the newly co-opted members would be made at the next meeting of the Council.</p> <p>d) HR Matters: - Pursuant to minute 53-17 (d) receipt was reported of a task sheet and hours worked from the Caretaker. Because of the confidential nature of the matter in hand involving an employee it was resolved that this item would be discussed with the public and Press excluded (Public Bodies (Admission to Meetings) Act 1960 sec 2(1)).</p> <p>e) Asset Management Committee (minute 57-17 refers). Pursuant to minute 57-17 Councillor Mrs. D R Watson sought permission from the Council that the Clerk/RFO is authorised to sign grant applications on behalf of this Council. After due consideration it was resolved that the Clerk is given delegated authority to sign off duly completed application forms on behalf of the Council. Councillor Mrs. D R Watson announced that the asset condition survey has been completed and will be presented to the Asset Management Committee meeting in October.</p> <p>f) Horizon play area: - Pursuant to minute 57-17 (a) the Chairman reported that the Council had various responsibilities around the area including the allotments, Trethevy Quoit, footpaths, bus shelters and other open spaces. Other work the Probation team undertake included painting and decorating, general maintenance, tree felling and other miscellaneous duties. Following discussions with the Chairman of the Asset Management Committee, the Chairman affirmed that the priority work would be the footpaths commencing with the footpath at Darite and tidying the area in Commonmoor from the previous week. Councillor Johnson reported that the Council should look at value for money and will propose an alternative solution to the current working method.</p>	
<p>78-17. Planning Applications: -</p> <p>a) PA17/07476 – March Cottage, Chapel Row, Tremar Coombe – Construction of a new stable block together with a concrete slab base. To include triple stables with storage for equine feed, tack and equipment. Support.</p> <p>b) PA17/08695 – Tower View, Tremar Coombe – Extension to front dwelling to ground floor and bedroom above and new opening to rear of property on first floor to proposed balcony area. Support.</p>	

<p>c) PA17/08707 – Gonamena, Road from junction North of Cresta to junction South West of Caradon View, Minions – Creation of two new windows and new patio doors. Support.</p> <p>d) Cornwall Council – Tree Preservation Order – Oak Tree, land adjacent to Rosecraddoc Holiday Bungalows, Rosecraddoc. Support with no observations.</p>	
<p>79-17. Minutes of the Finance and General Purposes Committee: - It was resolved that the minutes of the meeting held on Wednesday 13th September 2017 are received and the recommendation in minute 20-17F (d) (see agenda item 3 above). Correspondence received (minute 25-17 (b) (Banking Arrangements refers) are adopted and implemented. Pursuant to minute 25-17F (b) (Banking Arrangements) receipt was reported of a letter from HSBC apologising for the problems caused by the banking error and offering this Council £100 compensation. Councillor C R Sargeant asked that this money is used toward the MUGA refurbishment.</p>	
<p>80-17. Correspondence: - None.</p>	
<p>81-17. Notices of Motion (all submitted by Councillor K Johnson MBE – papers as circulated): -</p> <p>a) The production and adoption of a PC policy statement, incorporating the ‘preferred supplier’ status for local businesses: - It was noted within the circulated paper that reference was given to Public Services Social Value) Act 2012 and Councillor Johnson’s suggestion that small business referred to, in our case, local. The understanding was that the Act referred to SME’s and whilst the Council might be sympathetic to local businesses, it could not take preference over this Council’s Financial Regulations [Best Value Statement] or the ability or qualified to undertake the work simply because the person or organisation was local. It was therefore resolved to seek legal advice on the paper prior to considering this matter further.</p> <p>b) [Communications Strategy]</p> <p>i) Adopt a policy of rotating PC meetings around other village hall facilities in an attempt to create greater public engagement.</p> <p>ii) Draft (for approval) a PC Public relations / Public engagement strategy document</p> <p>iii) Compile and maintain a record of current / active outreach or PR activities</p> <p>iv) Encourage proactive development of outreach activities</p> <p>Councillor Johnson withdrew the first (i) part of the motion and following discussion on the other points, resolved to undertake a communications strategy to include social media with a view to engage more effectively with the community.</p> <p>c) The PC should subscribe to, and apply, the procedures as detailed in Cornwall Council pre-app protocol for local councils. Following discussion, it was resolved to implement the resolution and additionally, to organise visits to sites prior to the application being considered at Council. Councillor Mrs D R Watson offered to undertake the co-ordinator role.</p>	
<p>82-17. Reports: -</p> <p>a) Neighbourhood Development Plan: - Councillor Mrs D R Watson Chairman of the Working Party presented the following report. Our grant application has been approved and I have been told today it has been paid by BACS. The grant is for £3305. The consultation is underway with approx. 150 surveys received by post and a further at least 50 electronically. The consultation is due to end on 20th October. The first exhibition was successfully held at the Memorial Hall and there are two further exhibitions in Commonmoor tomorrow and Darite on 12th</p>	

<p>October both from 2 – 6. I would emphasise with reference to minute 55.17 Nothing has changed; the direction of travel will be informed by the results of the current and future consultations. There is no bias unless this was begun under a previously populated group. There will be nothing that is not dictated by the residents of the parish Councillor Mrs D R Watson sought approval to remove the two school videos from the Neighbourhood Development Plan website claiming these were misleading and should be taken down. The Clerk reminded members that this was a member decision and it was therefore resolved that members would view the videos and respond to the Clerk with their observations.</p>																																																																												
<p>83-17. Chairman’s Announcements: - It was reported that the Kubota had a mechanical problem that required Council approval to repair. Whilst most members were in favour of the repairs suggesting that the value of the repaired machine exceeded that of an unrepaired machine even with the repairs taken into consideration. After consideration it was resolved to delegate to the Clerk to proceed following a) Obtaining estimates of the cost of repairs the estimated value of the machine without any repairs (i.e. sold as seen) and of being repaired. b) Following receipt of the estimates to consult with members and to form an opinion based on the majority response.</p>	Clerk																																																																											
<p>84-17. Financial Comparison: - It was resolved that the July and August Financial Comparisons (as circulated) are adopted and implemented. The Chairman confirmed that July and August cash books reconciled to the bank.</p>																																																																												
<p>85-17. Accounts for payment</p> <table border="1" data-bbox="113 1099 1257 1671"> <thead> <tr> <th>PAYEE</th> <th>REASON</th> <th>GROSS</th> <th>VAT</th> <th>NET</th> </tr> </thead> <tbody> <tr> <td>Salaries & NIC</td> <td></td> <td>2,096.65</td> <td>0.00</td> <td>2,096.65</td> </tr> <tr> <td>SW Water</td> <td>Pavilion</td> <td>133.08</td> <td>0.00</td> <td>133.08</td> </tr> <tr> <td>SW Water</td> <td>Public Conveniences</td> <td>48.58</td> <td>3.62</td> <td>44.96</td> </tr> <tr> <td>SW Water</td> <td>Allotments</td> <td>100.30</td> <td>16.72</td> <td>83.58</td> </tr> <tr> <td>S Besford Foster</td> <td>ND Printing/Paper/Card etc</td> <td>349.87</td> <td>0.00</td> <td>349.87</td> </tr> <tr> <td>Every Corner Distrib</td> <td>NDP Distribution/GPS Maps</td> <td>195.00</td> <td>0.00</td> <td>195.00</td> </tr> <tr> <td>D R Watson</td> <td>NDP Cake Open Day</td> <td>12.01</td> <td>0.00</td> <td>12.01</td> </tr> <tr> <td>Grant Thornton UK LLB</td> <td>External Auditor</td> <td>360.00</td> <td>60.00</td> <td>300.00</td> </tr> <tr> <td>Cornwall Council</td> <td>Uncontested Election expenses</td> <td>267.00</td> <td>0.00</td> <td>267.00</td> </tr> <tr> <td>Royal Mail</td> <td>NDP Response Licence</td> <td>114.00</td> <td>19.00</td> <td>95.00</td> </tr> <tr> <td>Nicholsons SW</td> <td>Janitorial Supplies</td> <td>101.27</td> <td>16.88</td> <td>84.39</td> </tr> <tr> <td>Jewsons Ltd</td> <td>Timber/Brackets</td> <td>88.43</td> <td>14.74</td> <td>73.69</td> </tr> <tr> <td>EDF Energy</td> <td>Electricity - Pavilion</td> <td>120.26</td> <td>16.31</td> <td>103.95</td> </tr> <tr> <td>Torpoint TC</td> <td>Phone</td> <td>6.41</td> <td>0.00</td> <td>6.41</td> </tr> </tbody> </table>	PAYEE	REASON	GROSS	VAT	NET	Salaries & NIC		2,096.65	0.00	2,096.65	SW Water	Pavilion	133.08	0.00	133.08	SW Water	Public Conveniences	48.58	3.62	44.96	SW Water	Allotments	100.30	16.72	83.58	S Besford Foster	ND Printing/Paper/Card etc	349.87	0.00	349.87	Every Corner Distrib	NDP Distribution/GPS Maps	195.00	0.00	195.00	D R Watson	NDP Cake Open Day	12.01	0.00	12.01	Grant Thornton UK LLB	External Auditor	360.00	60.00	300.00	Cornwall Council	Uncontested Election expenses	267.00	0.00	267.00	Royal Mail	NDP Response Licence	114.00	19.00	95.00	Nicholsons SW	Janitorial Supplies	101.27	16.88	84.39	Jewsons Ltd	Timber/Brackets	88.43	14.74	73.69	EDF Energy	Electricity - Pavilion	120.26	16.31	103.95	Torpoint TC	Phone	6.41	0.00	6.41	
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<p>86-17. Date of Next Meeting: - Wednesday 25th October 2017.</p>																																																																												
<p>87-17. Exclusion of the Public and Press: - It was resolved that the public and press are excluded from the meeting as the matter to be discussed involved staff and staffing contracts (Public Bodies (Admissions to Meetings) Act 1960 section 2 (1)).</p>																																																																												

Meeting Closed at 9.30pm.....Chairman