

## ST CLEER PARISH COUNCIL

MINUTES of a meeting of St Cleer Parish Council held on Wednesday 25<sup>th</sup> October 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, D L Price, M Shead, C R Sargeant, R A Turton, Mrs D R Watson and A Webb plus the Clerk to the Council.

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

	<b>ACTION</b>
<p><b>88-17. Apologies for Absence: -</b> Apologies for absence were submitted on behalf of Councillors K G Buckley and newly co-opted member J L Unsworth who has just returned from hospital. In the circumstances members resolved to accept the signing of the Declaration of Acceptance of Office at the earliest opportunity.</p>	
<p><b>89-17. Declarations of interest relating to item on the agenda: -</b> None.</p>	
<p><b>90-17. Police Report: -</b> In the absence of a police representative there was no report to present.</p>	
<p><b>91-17. Cornwall Council: -</b> Cornwall Councillor P M Eddy reported that there will be a covert traffic speed monitoring camera in both Fore Street, St Cleer and the Tremar Coombe areas of the parish. Other matters Councillor Eddy has been investigating is obstruction in Tremar Lane and the extension of parking restrictions in and around the school in Well Lane. Councillor Eddy also reported on the changing criteria for the Home Choice scheme that will involve evaluating maximum income and also asset valuation. The changes will be implemented during early 2018. Councillor Eddy also reported on proposals put forward by the boundary commission that would reduce the level of Cornwall Councillors by 36 from the current 123 members to 87. The new divisions would be based on an electorate of around 5,300 and would involve re-drawing the boundaries. This could result in the St Cleer division being expanded to include possibly Dobwalls and St Pinnock or alternatively Liskeard North. This item would be included on the December agenda for further consideration.</p>	
<p><b>92-17. Minutes of the previous meeting: -</b> It was resolved that the minutes of the meeting held on Wednesday 27<sup>th</sup> September 2017 are taken as read, confirmed and signed by the Chairman subject to the correction of the date of the Finance and General Purposes Committee meeting to read September (minute 79-17) and the deletion of the sentence commencing "Councillor Johnson argued against the repairs.....(minute 83-17).</p>	
<p><b>93-17. Matters arising from the minutes: -</b> a) Appointment of members to Committees and Steering Groups: - Pursuant to minute 77-17 (c) it was resolved to appoint Councillor K G Buckley and R A Turton to the Asset Management Committee and Councillors D L Price and A Webb to the Finance and General Purposes Committee. b) HR Matters: - Pursuant to minute 77-17 (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</p>	

<p>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>c) Preferred Policy Statement. Pursuant to minute 81-17 (a) It was reported that no reply had been received from the solicitor. It is suggested that further contact is made and this matter would be considered further when a reply is received.</p> <p>d) Kubota Repairs: - Pursuant to minute 83-17 and in pursuant to the delegation from the recommendation in the previous minute, it was reported that the Kubota machine has been repaired and is back in service to cut the grass in the Sportsground.</p>	
<p><b>94-17. Planning Applications: -</b></p> <p>a) PA17/09581 – Higher Trengale Farm, St Neot – Level sloping ground to create a level yard associated with the established adjoining high status calf rearing sheds. Council support the application but subject to any conditions applicable to the Bodmin Moor Dark Sky area as it is noted the application is on the perimeter. It was further noted that there is a disparity between information on the application forms and the actual plans. Councillor K Johnson offered to draft the relevant information for onward transmission to Cornwall Council with a precis for this Council.</p>	KJ
<p><b>95-17. Minutes of the Asset Management Committee: -</b></p> <p>It was resolved that the minutes of the meeting held on Wednesday 11<sup>th</sup> October 2017 are received and the in minutes 21-17AM (b) (Electricity and Other H &amp; S Schedules), 21-17AM (d) (MUGA – Future Strategy), 21-17AM (e) (Fixed Asset Condition Survey), 21-17AM (f) (Millennium Garden) and 26-17AM (a) (Cornwall Air Ambulance – Request for financial assistance) are adopted and implemented. Pursuant to minute 21-17AM (b) (Electricity and Other H &amp; S Schedules) it was resolved to undertake PAT testing, although it was acknowledged that this was not mandatory. Pursuant to minute 21-17AM (b) (Electricity and Other H &amp; S Schedules) the Clerk updated members on information from a local asbestos survey company that was noted. The Clerk reported that he had been informed the regulations changed and that whilst the Council could manage the process themselves it was advised that should the Council wish to adopt the new regulations a survey should be undertaken. Whilst it was suggested that the Council might wish to engage a contractor the Clerk was asked if further clarity could be sought. Pursuant to minute 21-17AM (b) (Electricity and Other H &amp; S Schedules) it was resolved that the Council should undertake the Fire Risk Assessment in due course. Pursuant to minute 21-17AM (e) (Fixed Asset Condition Survey) it was resolved that in addition to the passing the survey to the Probation Team the Council would enquire as to the tasks on the schedule that the team could undertake. Pursuant to minute 23-17 (Health and Safety report) whilst the Council confirmed the actions of the Chairman in authorizing the additional 3 hours per week for daily cleaning the Horizon play area, after discussion it was resolved that the Caretaker would undertake just one clean/inspection per week and this was to be included within the caretakers allocated hours to be managed by the caretaker.</p>	Council  Council  Clerk
<p><b>96-17. Correspondence: -</b></p> <p>a) St Cleer General Cemetery – Request for financial assistance (email and documents as circulated). Noted. After due consideration it was resolved that the Council grant £300 towards the upkeep of the cemetery. (Councillor Mrs. D R Watson declared an NRI and left the meeting whilst this item was discussed).</p> <p>b) St Cleer Shop - Request to resister the Shop as an Asset of Community Value (via email – as circulated). Noted. Whilst some members were reluctant to pursue this matter citing various issues it</p>	

<p>was suggested the council explore this matter further by ascertaining the vendor's future intention of the site. The Clerk was asked to write to the vendor to enquire as to the future intentions.</p> <p>c) St Cleer Youth Club – TV Licence (via email – as circulated). Noted. It was noted that this Council has no intention to view live TV and would not be applying for a TV licence. Members acknowledged that the asset was not owned by this Council therefore it was resolved to request the Youth Club “lock” the plasma screen so that the equipment could not be used in contravention of terms for a TV licence. (Councillor Mrs S E Horsfield declared an NRI and left the meeting whilst the above minute was discussed).</p>	Clerk																									
<p><b>97-17. Reports: -</b> a) Neighbourhood Development Plan: - Councillor Mrs D R Watson Chairman of the Working Party presented the following report. It was reported that a 25% response to the recent survey has been achieved. However it was noted that an excellent response rate from the older resident age groups but demographically it was reported that a poor response from the under 45’s has been acknowledged. It was therefore agreed by the Steering Group that the date for returns has been extended. It was further noted that better and more effective use of electronic methods would be explored to encourage a greater return by younger residents. A further meeting would be held shortly to plan the way forward. Councillor Lockley suggested applying a weighting factor to the returns.</p>																										
<p><b>98-17. Chairman’s Announcements: -</b> The Chairman reported that the Vice Chairman will arrange for a Christmas tree at the parish church.</p>																										
<p><b>99-17. Financial Comparison: -</b> It was resolved that the September Financial Comparison (as circulated) is adopted and implemented. The Chairman confirmed that September cash book reconciled to the bank.</p>																										
<p><b>100-17. Accounts for payment</b></p> <table border="1" data-bbox="113 1352 1273 1547"> <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>2,057.16</td> <td>0.00</td> <td>2,057.16</td> </tr> <tr> <td>Torpoint TC</td> <td>Phone/Photocopying</td> <td>8.51</td> <td>0.00</td> <td>8.51</td> </tr> <tr> <td>Royal Mail Group</td> <td>NDP Returns</td> <td>96.50</td> <td>16.08</td> <td>80.42</td> </tr> <tr> <td>LG Services</td> <td>Kubota Repairs</td> <td>1,044.00</td> <td>174.00</td> <td>870.00</td> </tr> </tbody> </table>	PAYEE	REASON	GROSS	VAT	NET	Salaries & NIC		2,057.16	0.00	2,057.16	Torpoint TC	Phone/Photocopying	8.51	0.00	8.51	Royal Mail Group	NDP Returns	96.50	16.08	80.42	LG Services	Kubota Repairs	1,044.00	174.00	870.00	
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<p><b>101-17. Date of Next Meeting: -</b> Wednesday 22<sup>nd</sup> November 2017. It was further resolved that the December meeting would be held on Wednesday 13<sup>th</sup> December 2017.</p>																										
<p><b>102-17. Exclusion of the Public and Press: -</b> 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 9.05pm.....Chairman