

**St Cleer Parish Council**

**Minutes of an Meeting of the Estates Committee on 19 September 2018, held at Council Sports Pavilion, Hockings House, St Cleer.**

Kelvin Buckley, Councillor		In attendance
Sue Harbord, Councillor	Chair of Council	
Suzanne Horsfield, Councillor		In attendance
Peter Lockley, Councillor		In attendance
Jon Prinn		
Clive Sargeant, Councillor		In attendance
Martin Shead, Councillor		
Brian Smith, Councillor		In attendance
Tony Turton, Councillor		
Derris Watson, Councillor		
Andy Webb, Councillor	Vice Chair of Council	In attendance
Martin Eddy, Cornwall Councillor	St Cleer, St Neot and Warleggan	
Roni Jones	Clerk In attendance	RJ
Members of the Public		-

The first order of business was to appoint a chairman for the Committee. It was agreed that CS would be proposed as Chair for this meeting but that this would be under advisement following the proper appointment to the committee of additional members. SxH proposed and AW seconded the Chair, which was carried

1	<b>Apologies for Absence</b> Apologies were received and accepted as above	
2	<b>Members declarations</b> a. Disclosable pecuniary interests b. Non-registrable interests c. Declarations of gifts d. Applications for dispensations  NONE	
3	<b>Close the meeting to allow up to 15 minutes for public questions</b>  NONE	
4	<b>Reopen the meeting (public may only contribute on invitation)</b>	

5	<p><b>Minutes of Previous meeting</b></p> <p>NA</p>	
6	<p><b>Matters Arising from the Minutes</b></p> <ul style="list-style-type: none"> <li>• Meetings Schedule</li> </ul> <p>The meetings schedule as appended was agreed</p> <ul style="list-style-type: none"> <li>• Terms of Reference for the Committee</li> </ul> <p>The Committee went through the proposed terms of reference on a line byline basis and with a very small amendment agreed to put these to Parish for adoption on the 26<sup>th</sup> September. Proposed by CS, Seconded by AW and Carried</p>	
7	<p><b>Planning Applications since the last meeting</b></p> <p>NONE</p>	
8	<p><b>Update from Estates Committee</b></p> <p>A Red Phone box AW outlined that adoption was to cost £1 and maintenance approximately £100; there was now only one to adopt as the other had been adopted in 2015.</p> <p>AW progressed the online application</p> <p>B Emergency Plan Workshop</p> <p>It was noted that a presentation was to be made on 26.9.18 and that this Committee would need to take that workstream over</p> <p>C Grit bin expenditure D Benches to be mended E Notice Boards renewal</p> <p>To propose at Parish on 26.9.18 that:</p> <ul style="list-style-type: none"> <li>• Clerk (under delegated authority) to purchase of two open wooden notice boards for Lower Tremar and Crows Nest</li> <li>• Clerk (under delegated authority) to purchase of grit bins as required</li> <li>• Clerk (under delegated authority) to appoint contractor to mend benches and attend to lose items on benches and at skate park</li> </ul> <p>F Handle for disabled toilets renewal</p> <p>Matter outstanding; Keith Howell to be asked to progress</p> <p>G Asbestos report on Pavilion and Toilets</p> <p>It is noted that save a small room in the toilets all areas are clear of Asbestos. Clerk to arrange for the company to test this location and close the matter</p>	

	H Water Testing report on Pavilion and Toilets  It is noted that the water testing is all satisfactory and that the Clerk and Care taker are attending training in November	
9	<b>Playground Report</b> a. To receive the report on behalf of the Insurers b. To receive and inspect playground reports C Action Plan  Report received. Lee Gardiner to be asked to undertake remedial repairs on the skate park	
10	<b>Allotment Motion</b>  The motion calls for a root and branch review of contracting, invoicing and a deposit scheme to be developed in conjunction with the Allotment Association and their support  It was agreed to propose this at Parish on the 26.9.18	
11	<b>Receipts and Payments</b>	

PAYEE	REASON	GROSS	VAT	NET
<b>Receipt</b>				
J Husband	Sale of fuel	50.00		

**Future Meetings:**

Month at 7.30pm	Full Council	FGP	AMC	Employment	APM
September	26 <sup>th</sup>	12 <sup>th</sup>			
October	24 <sup>th</sup>	8 <sup>th</sup> INFORMAL			
November	28 <sup>th</sup>	14 <sup>th</sup> (Precept)			
December	19 <sup>th</sup>				
January <b>2019</b>	23rd				
February	27 <sup>th</sup>				
March	27 <sup>th</sup>	13 <sup>th</sup>			