

**St Cleer Parish Council**

**Minutes of the Annual Parish Meeting on 22<sup>nd</sup> May 2019, held at Council Sports Pavilion, Hockings House, St Cleer.**

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| Penelope Andrews, Councillor     |                                  | In attendance    |
| Kelvin Buckley, Councillor       |                                  | Apology Accepted |
| Sue Harbord, Councillor          | Elected as Chair of Council      | In attendance    |
| Suzanne Horsfield, Councillor    |                                  | In attendance    |
| Peter Lockley, Councillor        |                                  | Apology accepted |
| Jon Prinn, Councillor            |                                  | In attendance    |
| Clive Sargeant, Councillor       |                                  | In attendance    |
| Brian Seage, Councillor          |                                  | Apology Accepted |
| Martin Shead, Councillor         |                                  | In attendance    |
| Brian Smith, Councillor          |                                  | In attendance    |
| Tony Turton, Councillor          |                                  | In Attendance    |
| Derris Watson, Councillor        |                                  | In attendance    |
| Andy Webb, Councillor            | Elected as Vice Chair of Council | In Attendance    |
| Martin Eddy, Cornwall Councillor | St Cleer, St Neot and Warleggan  | Apology Accepted |
| Roni Jones                       |                                  |                  |
| Members of the Public            |                                  | 3                |

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| <b>Item 1</b> | <b>Apologies, resignations and appointments (as applicable)</b><br>As above   |  |
| <b>2</b>      | <b>Minutes of last Annual Meeting (held on Wednesday 23rd May 2018)</b><br>The minutes of the last Annual Parish Meeting were proposed by DW and seconded by Aw as true record and duly signed  |  |
| <b>3</b>      | <b>Matters arising</b><br>None  |  |
| <b>4</b>      | <b>Chairman's report 2018 - 2019</b><br><br>I am happy to be making this statement, as since our last Parish meeting in May 2018 the Parish Council has accomplished a great deal. Two new wood effect recycled plastic benches have been installed in the Millennium Garden. They replaced existing wooden benches that had rotted.<br><br>A new defibrillator has been purchased for the Sports pavilion. Unlike its predecessor this defibrillator is situated on the outside of the building and can be accessed 24 hours a day |  |

seven days a week by anyone unfortunate enough to need it. Defibrillator training sessions have been run at the Pavilion. The Parish Council continues to fund the annual service charge of the defibrillator outside the Market Inn. We have recently committed to the purchase and service charge of a defibrillator in Darite. This will be located in the old phone box. The Liskeard Lions have most generously given £500 towards this project and Cleerway Community Church have renovated the phone box. Last month a motion was passed to extend the coverage of defibrillators to other areas in the Parish.

As you may well be aware the sports field had three pieces of outdoor gym equipment which were kindly donated by the St Cleer Community Group. This year the Parish Council has installed a further seven pieces of equipment. This was funded by a grant of £9000 from the Big Lottery fund and £1000 from the St Cleer Community Group. The new equipment has proven hugely popular. The PC has also purchased two new grit bins. Cornwall Council fill the grit bins once a year free of charge. If this is used, as was the case this year it is the Parish Council's responsibility to refill them. So this year the parish bought a stock of grit to ensure that we have an adequate supply to refill the bins as and when necessary. The largest project this year has been the resurfacing of the car park situated by St Cleer Church. The car park was in a very sorry state with numerous potholes and the white lining had long since disappeared. The cost to the Parish of this work was just under £14 thousand pounds. The Council felt that it was important that we invested in this project to preserve and improve this very important asset, as Cornwall Council would no longer maintain it.

The council has recently awarded a contract to refurbish the toilets situated in the car park.

The Parish Council this year has embraced its responsibility to maintain and enhance Parish facilities that it is responsible for and will continue to do so next year. We are delighted with the complimentary feedback we have received on the new car park, the condition of the football pitches and footpaths.

This year we welcomed three new members to the Parish Council, Mr Jonathan Prinn, Ms Penelope Andrews and Mr Brian Seage.

In March last year we appointed Mr Jamie Husband to cut the grass at the Sports Pavilion, manage the Parish's footpaths and maintain green spaces. The Council has received positive feedback from Parishioners and St Cleer FC, so we were happy to extend his contract until 2022. Our Caretaker, Mr Reynolds has now become the Estates Caretaker and Enforcement Officer.

St Cleer Parish Council has made many changes over the last year, some are visible, others are in the background but all are equally as important. The Parish Council has undergone significant structural changes. Finance and General Purposes, Estates and Human Resources committees have developed new terms of reference and been given limited delegated powers by the full Council. For example if the Estates committee are informed that there is a broken handle in the toilet they have the power to purchase a new one without having to go to full council for approval. These delegated powers aim for a more streamlined council decision-making process and above all efficiency in providing services.

The Parish Council has formed a Community Engagement Group. The PC now has its own Facebook pages with 563 friends and followers. We will be contributing an article to each edition of the Granite Post and the new St Cleer Story magazine, in order to inform parishioners of the PC's activities. A member of the Parish Council has taken on the role of Planning co-ordinator. The Saturday before our monthly Council meeting the planning coordinator arranges for site meetings at properties that have applied for planning permission. Councillors visit these properties so we can make an informed decision when deciding whether or not to recommend the application for approval to Cornwall Council.

The Council is also in the early stages of developing an Emergency Plan.

Procedurally we have updated the Standing Orders and Financial Regulations. The PC has adopted on bloc the Cornwall Association of Local Councils recommended policies and

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|   | <p>procedures, including social media, disciplinary and grievance procedures, equal opportunities, health and safety and many more. The Clerk and Council are steadily working through all of these policies to fine tune them to the individual needs of the Parish. The Council has introduced recycling at the Pavilion.</p> <p>In the next civic year the Council has a long list of projects it wishes to complete. These include a new improved website and the installation of the Internet at the sports pavilion. This would allow for live streaming of Parish Council meetings, as well as broadening the rental appeal of the Pavilion and improving the service we provide to existing groups and societies. Replacement of the public benches concentrating on those in the worst condition, has been approved by the Council.</p> <p>The Parish Council in conjunction with our very successful football club and the FA are developing a football pitch improvement plan. The pitch will have far greater use as the Liskeard Junior football club, consisting of 9 teams, are relocating to St Cleer, as we can offer them better facilities. St Cleer FC is welcoming them and has offered to provide assistance and coaching.</p> <p>I would like to congratulate St Cleer First football team on their promotion to the Premier Division of the Duchy League. Incredibly they were only promoted to Division one last year. They were also runners up in the Launceston Cup.</p> <p>The skatepark in the sports field is in need of replacement. The Estates committee is in the process of compiling a plan to devise the best way forward. Likewise the multi-use games area is in need of attention.</p> <p>Our district councillor Mr Martin Eddy has secured funding from Cornwall Council, to install bollards on the pavement at Clairemont Place opposite St Cleer School. In order to stop parking which prevents the use of the pavement by pedestrians. The Parish Council is looking into the purchase of a portable speed warning device. This would be set up in pre approved locations in the Parish and flash a warning to drivers travelling too fast. It is hoped that this device could improve driving behaviour within the parish.</p> <p>I would like to thank our Clerk Roni Jones for all her hard work and commitment to the parish. She has faced many challenges since she joined St Cleer PC, these she has met head on and has more than risen to the challenge. I would also like to say a special thank you to my Vice-chairman Mr Andy Webb for all of his support in this civic year and to all the Councillors for their hard work and commitment to the Parish.</p> |  |
| 5 | <p><b>NDP Report</b></p> <p>The Neighbourhood Development Plan process continues and is nearing the end of its local work.</p> <p>The Regulation 14 Consultation has just closed and the next major step is to submit the Plan. Before that happens there are some ancillary documents to be completed and a detailed analysis of the comments received will inform whether any revision is required. Thank you to all those who submitted comments either electronically or in hard copy.</p> <p>After submission Cornwall Council will take over the further consultation requirements and the inspection by an independent assessor</p>   |  |
| 6 | <p><b>Public Questions for 15 minutes</b></p> <p>There were no comments or questions from electors, the meeting was closed</p>   |  |