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St Ive Parish Council



Minutes of St. Ive Parish Council meeting held at Millennium House, Pensilva on Monday 10th February 2014 at 7.30pm

Present: Chairman Cllr. P Dipper

Councillors: Cllrs S McWilliam, M Corney, A Moss, R Bennison, A Neal,
K Mutton, P Carter

Officer: Parish Clerk

Six members of the public

116. APOLOGIES – Cllr McWilliam would be late as she is attending Linkinhorne Parish Council Meeting and Cllr Olver unable to attend (email to Clerk at 16.36 10th February)

117. PUBLIC PARTICIPATION –

a) Cllr Dipper invited the members of the public to speak on the relocation of the Wolf Centre from North Devon. They produced a copy of an email from the owner of the Wolf Centre confirming their move to Golberdon.

Cllr Dipper confirmed that to date we have not been advised of any planning application for this site. They would require change of use from agricultural and adequate fencing which would need to be buried to avoid animals from digging underneath. From DEFRA they will require

- A licence to keep wild animals
- A licence to move wild animals (they may have this as they exhibit at various shows)

County Councillor McWilliam has been in contact with Colin Sellers (enforcement officer), she will invite him to visit the site. Cllr Bennison advised Linkinhorne Parish be advised and possibly holding a public meeting to which Mr Shaun Ellis be invited to attend.

Action: Cllr McWilliam

b) A member of the public reported a granite milestone was missing from the verge at Gang, he believed this has been relocated to a nearby cottage and is being used as a gatepost.

20.10 Cllr McWilliam entered the room.

Cllr Neal said we must establish the existing location and that the stone in question is the original removed from the verge at Gang. Cllr Corney established the location of the stone on the verge utilising google maps.

Action: Cllr McWilliam will investigate with Highways and Enforcement

118. COUNCILLOR'S DECLARATIONS OF INTEREST – none declared

119. MINUTES – it was agreed unanimously that the Minutes be signed as a true reflection of the Meeting.

120. MATTERS ARISING FROM THE MINUTES

99.4 Outsourcing printing of the Parish Pump – still waiting for quotes

101.2) Car Park – Cllr Dipper expressed his appreciation to Andrew Collins, Joe Bicarregui, Paddy Long and Cllr Corney for their work. This area is to be a trial. Cllr Neal advises that proper drainage is required.

110. Smallporate invoice – Clerk to email all Councillors with details of this invoice.

112. Shute Lane parking – this is still an issue particularly at evenings and weekends.

121. PLANNING APPLICATIONS

122.1 Applications Received Prior to Issue of Agenda –

PA14/00586	Retention of driveway for vehicular access and installation of 400 kW solar arrays. Land formerly Dairy Farm Buildings, Higher Middle Hill, Pensilva	Mr Alistair Taylor
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Cllr McWilliam advised this is retrospective to retain the driveway, proposed to support the application by Cllr Carter, seconded by Cllr McWilliam, unanimous support.

122.2 Applications Received After Issue of Agenda

PA14/00829	Construction of two storey detached timber outbuilding within the domestic curtilage of the existing dwelling – Heathfield Cottage, St Ive	Fiona Wood
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PA14/00830	Listed building consent for the construction of two storey detached outbuilding within the domestic curtilage of the existing dwelling – Heathfield Cottage, St Ive	Fiona Wood
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Proposed support by Cllr McWilliam, seconded by Cllr Dipper, unanimous support for both applications.

123. AUTHORISATION OF PAYMENTS JANUARY 2014 –

Cllr McWilliam proposed the payroll £7,072.12 be ratified, seconded by Cllr Bennison, unanimous decision.

Cllr Bennison queried the method of dealing with received income following the close of month end. Cllr Dipper suggested speaking to the new Finance Clerk on this issue. Cllr

Bennison suggested inviting Mr Collins to speak to the Finance Clerk. Mr Collins is available on the 14th February.

Cllr McWilliam proposed payment of the creditors £4,678.10, seconded by Cllr Dipper, unanimous decision

124. BUSINESS

124.1 Councillors audit – Cllr McWilliam to email guidance notes to all Councillors and requested participation.

124.2 MH Manager Performance Management – Cllr Mutton had received an email from the General Manger with available dates. Cllr McWilliam proposed that Cllrs Carter, Corney, Moss and Mutton liaise and move forward as a matter of urgency. Management criteria must be identified for measurement. Cllr Dipper said the parameters must be agreed with the General Manager. Cllr Bennison suggested starting from the January Finance and Administration report.

Action: Cllrs Carter, Corney, Moss and Mutton

124.3 Review of CCTV – Cllr Corney advised the General Manager is investigating this with Martin Green. Cllr Bennison suggested looking into the feasibility of positing a second monitor in the bar.

Action: General Manager and Martin Green

124.4 Neighbourhood Development Plan Committee – confirmation that the Parish Clerk is not required to attend to take minutes or set the Agenda. Proposed by Cllr McWilliam that the Clerk is not required to attend, seconded by Cllr Corney, unanimous decision. The Clerk requested a copy of the Agenda and signed copies of Minutes for the office file.

124.5 Public Participation at Finance and Administration meeting – unanimously agreed that this item appear on the Agenda.

124.6 Finance Clerk to report to the Parish Clerk/RFO. – proposed by Cllr Bennison, seconded by Cllr Neal, unanimous agreement.

124.7 Service Agreement for the Editor of the Parish Pump – proposed to accept the document by Cllr Bennison, seconded by McWilliam, unanimous decision.

125. CORRESPONDENCE –

a) anonymous letter – Cllr Dipper responded that the policy of the Paris Council is that anonymous correspondence will not be acknowledged.

b) Email from Cllr Neal, VAT – Playground equipment – lengthy discussion followed. The Playgroup applied to Viridor for £50,000 and signed the application on behalf of the Pensilva Park Project. Consequently Viridor would not pay the grant to the Parish Council, they agreed to pay Playdale direct. Hence the VAT could not be offset. Cllr Neal requested that the sum of the VAT be returned to the Charity Account.

Cllr Bennison requested that Grant Thornton look at the accounts and give their view. Cllr McWilliam expressed concern that this would involve great cost and suggested

that Mr Collins visit the Parish Council office on the 14th February to satisfy his queries. If these were unresolved then to go to Grant Thornton.

126. REPORTS AND RECOMMENDATIONS FROM COMMITTEES

127.1. Finance and Administration Committee

a) service agreement for editor of the Parish Pump – dealt with at 124.7

b) recycle the old bus shelters for dugouts for the football club – to be sited near the pigeon hut and requested that the height of the shelters be reduced, to be the responsibility and erected at risk to the Football Club, agreed unanimously.

Action: Clerk to contact Mr Colin Brittain and advise Zurich

c) solar panels – to proceed with an energy performance certificate at a cost of £350 – Clerk had contacted Sarah Mason’s office, response times are 4 to 8 weeks and it is not possible to track the progress of the application.

The energy performance certificate will only be issued upon completion of the project, based upon the structure and insulation of the building. The Clerk has the necessary plans and will get them copied.

Cllr Dipper recommended waiting until we have the PWLB offer, unanimously agreed not to proceed with the energy performance certificate at this point.

d) Finance Clerk, purchase of CD rom training on SAGE 50 Accounts - Cllr Mutton proposed the decision be ratified, seconded by Cllr Carter, unanimous decision.

e) Pay the subscription to Chartered Institute of Public Financial Accountants £151. – proposed by Cllr Dipper, seconded by Cllr McWilliam, six in agreement and two against.

f) Additional hours to catch up with the back log of work. – Cllr Bennison proposed 10 additional hours per week until the end of April as required. General Manager offered to reconcile and bank the cash and petty cash during this time. Cllr McWilliam suggested that this be at the discretion of the Clerk. Proposed by Cllr Dipper, seconded by Cllr McWilliam, six in support, one against and one abstention.

g) Standing Orders and Financial Regulations – item 1. “Meetings of the Council to be held alternatively at Pensilva Ward and St Ive Ward at 19.30 unless the Council otherwise decides at a previous meeting.

Item 9.9 to reflect that in practise the cash is counted by one person

Change of wording agreed unanimously.

128. URGENT BUSINESS REQUIRING IMMEDIATE CONSIDERATION –

The pigeon hut roof has been badly damaged, the football club no longer use it for storage, can it be demolished.

Action: Clerk to check

129. DATE OF NEXT MEETING – 10th March 2014 at St Ive Village Hall, St Ive.

The Chairman declared the meeting closed at 11.00pm.

Minutes taken by:

Angela Fisher

Clerk to St Ive Parish Council

10th February 2014

Signed:

(The Chairman - Cllr. P Dipper)

Dated: