

Millennium House, Century Square,
Princess Road, Pensilva, Liskeard,
Cornwall, PL14 5NF.

Telephone: 01579 363096

Fax: 01579 362102

Email: stiveparish@btconnect.com

**St Ive
Parish
Council**



**Minutes of St. Ive Parish Council meeting held at
St Ive Village Hall on Monday 12th May 2014 at 7.30pm**

Present: Chairman Cllr. P Dipper

Councillors: Cllrs C Wadge, R Bennison, P Carter, M Corney, A Moss,
K Mutton

Officers: Parish Clerk – Mrs A Fisher

Five members of the public

The Chairman declared the meeting open at 7.30pm and welcomed the members of the public.

1. APOLOGIES – Cllrs A Neal, S McWilliam, L Olver

2. PUBLIC PARTICIPATION – a member of the public wished to express his appreciation and support of the Parish Council for the past year.

3. COUNCILLOR'S DECLARATION OF INTEREST – Cllr Mutton expressed an interest in planning application PA14/03365, the applicant is known to him.

4. MINUTES – Cllr Carter proposed the Minutes be signed as an accurate reflection of the meeting, seconded by Keith Mutton, unanimous decision.

5. MATTERS ARISING FROM THE MINUTES - South West Hygiene – Martin Green will source and fit the mechanism detector.

Cllr Bennison asked if the EPOS tills are reporting to the computer on a daily basis. The software to enable this has not been fitted yet. There is a need for a procedural manual. Cllr Bennison can assist with compiling a flow chart for this purpose.

1. PLANNING APPLICATIONS

6.1 Applications Received Prior to Issue of Agenda

PA14/03365 Construction of an affordable 3 bedroom dwelling on Mr C Childs
site of disused farm outbuilding – West Trelvallick
Farm, St Ive, PL14 3LZ

Clerk to ask for extension of time until 28th May and seek clarification from Cornwall Council how the price will be managed and will the property be offered to local people first, does it meet local needs

Action: Clerk

6.2 Applications Received After Issue of Agenda - none received

2. FINANCIAL REPORTS & PAYMENTS

7.1 Financial report April 2014

Cllr Carter proposed the payroll of £6,764.81 be ratified, seconded by Cllr Bennison, unanimous agreement.

Action: Finance Clerk to ensure the titles of staffing reflect current status.

Cllr Mutton proposed the creditors £7,088.52 seconded by Cllr Moss, unanimous decision.

Debtors of £1,839.51 noted.

Action: Finance Clerk to investigate those older than three months.

7.2 To approve final annual accounts and sign the annual return to the Audit Commission.

Cllr Bennison recommended an external audit by a Chartered Accountant to confirm correct procedures are adopted, accuracy and correctly presented accounts, Clerk to obtain 3 quotes. Seconded by Cllr Wadge, unanimous decision.

Action: Clerk to respond to the letter from the resident. Cllr Bennison volunteered to a respond to the questions as far as possible, unanimous decision.

7.3 Approve Budget for 2014/2015 – Millennium House deficit budget of £16,759.09 proposed by Cllr Corney, seconded by Cllr Bennison, unanimous decision.

Clerk to check boiler is covered by insurance. Movement from the Santander deposit to current account to be voted on by the Parish Council. Precept to be moved to the Co-Op deposit account.

7.4 Parish Pump editorship – Finance and Administration Committee investigate the VAT consideration and if this would reduce the charges to All Being Well.

3. BUSINESS

8.1 Solar panels to progress application for loan with the PWLB - Cllr Corney proposed to proceed with the loan application from the PWLB, seconded by Cllr Moss, unanimous support. Payment of the loan to be entered into the budget when the figure is agreed.

8.2 Insurance renewal premium £3,711.06 (year 2 of 3 year agreement) – noted.

8.3 Community benefit contribution from the solar farm at Ford Farm, St Ive
Cllr Bennison proposed this be ring fenced for St Ive play equipment replacement, seconded by Cllr Mutton, unanimous decision. Discuss further at Parks and Open Spaces Committee meeting.

4. CORRESPONDENCE

9.2 Mayor making Ceremony at Callington Town Council – Cllr Dipper is able to attend. **Clerk to respond accordingly.**

10. REPORTS AND RECOMMENDATIONS FROM COMMITTEES

10.1. Finance and Administration Committee

- Salaries – to be recorded in the accounts for the month in which the work has taken place.
- Invoices to be dated for the month the booking took place.
- Debtor, creditor and payroll information must go to the Parish Council meeting
- Reports – Trial balance, balance sheet, petty cash

The above recommendations were agreed unanimously.

The Manager has agreed a system with Cornwall Council whereby the purchase order is obtained prior to the booking; a cancellation fee is charged if the event is cancelled within 7 days of the event. Cornwall Council have centralised the process they will not make payments by credit card.

10.2. Community Network Area Meetings - Cllrs Bennison, Corney and McWilliam interested in attending meetings.

10.3 St Ive Village Hall doing well

10.4 Youth Projects – progressing well, they have a cover photo for the June Parish Pump. Storage required in sports hall and lockable storage for the laptops.

10.5 Gala week committee – funds have been allocated from the budget for Gala week. Invoices to be sent to the Parish Council.

5. URGENT BUSINESS REQUIRING IMMEDIATE CONSIDERATION

10.1 Balance of funds from the Pensilva Park Play project to be repaid to the Charity account. Cllr Dipper proposed, seconded by Cllr Bennison, unanimous decision.

12. DATE OF NEXT MEETING – 9th June 2014

The meeting closed at 10.25pm.

Minutes taken by:

Angela Fisher

Clerk to St Ive Parish Council.

12th May 2013

Signed:
(The Chairman - Cllr. P Dipper)

Dated: