

St Ive Parish Council

Minutes of the Meeting of St Ive Parish Council held on Monday, 9th April 2018 in the Millennium House, Pensilva at 7.30pm.

1.. Those present. Cllrs. P Haines (Chairman), A Moss (Vice Chairman), Mrs M Carr, K Parkes, J Bruce, M Corney, N Libby, I Vaughan, Mrs R Farley, T Hodson,.

Also attending: Mrs J Hoskin (Parish Clerk)
Mandy Turner (Royal Voluntary Service)
Two members of the public

2. Apologies. There were no apologies for absence.

3. Councillors Declarations of Interest. Cllrs. T Hodson, Mrs R Farley, M Corney and J Bruce declared an interest on any matters relating to the Pensilva Community Association (PCA).

4. Questions from members of the public: The Chairman opened the meeting and invited the public to address the council, if they so wished.

Concerns were raised about the trees being removed at the Emily Hobhouse Trust , The Chantry, St Ive and questioning that the work was not in accordance with the conditions on the planning application. Councillors agreed to bring this to the attention of the Cornwall Council planning department and send a letter to the Trust expressing their concerns about the amount of mature trees that had been felled. It was noted that Cllr Sharon Daw (Cornwall Council) had visited the site. The Clerk will obtain details of the planning approval notice.

Cllr M Corney will complete an application to have the remaining trees covered by a preservation order.

a). Presentation from the Royal Voluntary Service. Mandy Turner gave a verbal presentation on the work of the Royal Voluntary Service and circulated information sheets to Councillors. The service provided support for sustainable youth and community groups, and volunteer led activities. Funding was available for setting up new schemes. Discussions were held on the existing activities at the Millennium House and Village Hall and possibilities for the future.

b) Representation from the Pensilva youth project to outline their proposals. Item deferred.

5. Cornwall Council – report from Cllr Sharon Daw. No report received.

6. To receive and approve the Minutes of the last Meeting held on the 12th March 2018. The Minutes of the Meeting held on the 12th March 2018 were approved and signed by the Chairman following an amendment to Item 199a (Cllr T Hodson not Thomson).

7. Matters Arising therefrom.

Item 199c – It was confirmed that the contracts with Chubb and G4S for the alarm and security system had been cancelled giving the three months required notice. ASG will be instructed to take on the work.

Item 199e – Millennium House charges had increased from the 1st April and Cllr T Hodson reported some bar staff were unaware of this. Cllr Mrs A Haines stated that the booking secretary was making everyone aware of the new charges, a notice had been displayed and regular users of the building were being notified.

Item 199f – It was agreed that the hourly rate for Martin Green be recorded as an appendix to the main minutes under confidential matters.

Item 199g – Cllr A Moss reported that Cormac were going to provide the base for the bus shelter.

Item 200c Cllr Mrs M Carr updated the Council on the situation regarding dog fouling and further conversation with the Cornwall Council Dog Warden. Cllr M Carr along with the Clerk will clarify the legalities of taking photographs and the use of such material under the new Data Protection Regulations.

Item 201 Millennium House – Cllr Mrs A Haines was awaiting a report from the contractor for the work required to the roof of the building.

8. Planning Applications:-

a) PA18/02776 Mr & Mrs Steed, land south west of Rose Cottage, Gooseberry Lane, Pensilva – Reserved matters applications for construction of a single dwelling house. Support, proposed Cllr Mrs R Farley, seconded Cllr A Moss and unanimously agreed.

Cllr T Hodson requested that all Councillors are notified of any planning applications as soon as they are received in the office to allow time to look at proposals before the publication of the planning committee agenda, or subsequent planning committee meeting.

The projector could be used to display applications at meetings, using a memory stick storage system as the hall at St Ive did not provide a wi-fi connection.

The Clerk reported that a planning application had been received that day and will be passed to the planning committee meeting – PA18/02927 Mr Grant Johnston, Butchers Arms, A390 between South West of Trebeigh and Southern Road Roundabout.

9. Planning decisions. No decisions reported.

10. Finance :

a) Authorisation of payments. The council approved the payments presented, proposed Cllr Mrs A Haines, seconded Cllr M Corney and unanimously agreed.

It was noted that payments had been made to the caretaker but this was not listed on the payroll. Agreed this be corrected via the Finance & Admin Committee, proposed Cllr J Bruce, seconded Cllr Mrs A Haines and unanimously agreed.

b) Direct Debits. It was proposed by Cllr A Moss and seconded by Cllr Mrs R Farley that the direct debits be approved. Unanimously agreed.

c) Creditors. The council agreed to approve the creditors but requested the Chairman seek clarification of the money owed as recorded under miscellaneous. Proposed Cllr A Moss, seconded Cllr Mrs R Farley.

11. Co-option of Councillors for the Pensilva ward. No applications received. The vacancy will be re-advertised.

12. Correspondence and report from Clerk on the new Data Protection Regulations May 2018:

- Cornwall Council – Neighbourhood Planning update March 2018
- Wickstead offer of 25% match funding for play equipment
- Cornwall Community Land trust – Half day seminar at Truro on 20th April 2018
- ROSPA Playsafety Ltd – operational course at Exeter on the 9th-11th May 2018

- Cormac – cost of winter grit bins and refilling with salt. Cllrs M Corney and A Moss had information on the location of the bins and it was agreed the Open Spaces Committee look at the condition of the bins, the cost of salt and arrange any maintenance work before winter. They will also look into the request for a grit bin at Church Hill.
- Cormac – volunteers toolkit trailer available to borrow for community groups
- Email from local resident concerning street tidying. The council were unable to arrange the street cleaning of Amanda Way but suggested the information on the Cormac toolkit trailer be passed on should parishioners wish to carry out some voluntary work. The Parks & Open Spaces Committee to look at the weed spraying required throughout the parish.
- New Data Protection Regulations. The Clerk reported that she was attending the CALC training seminar on the 3rd May 2018.

13. Community Lunches – to discuss the future of these events. Cllr Mrs A Haines reported that the monthly community lunches were currently running at a financial loss. Some councillors questioned if the charges needed to be increased. Following discussions and options to contract out the work it was proposed by Cllr Mrs R Farley, seconded by Cllr M Corney that the lunches be stopped from May 2018 and restarted in the future under a new voluntary scheme assisted by the Royal Voluntary Service. The proposal was unanimously supported, with Cllr N Libby abstaining.

14. Parish weed spraying and street cleaning. To approve the work required, costs, contractor. Also discussed under agenda item 12 of this meeting. The Open Spaces Committee to address this matter.

15. Report from Committees, if required.

a) Finance & Admin – Cllr A Moss reported that the Financial Risk Assessment and Asset Register were being updated. Councillors to assist with the asset register recording individual items with a threshold value over £10.

The stock take of the bar supplies to be carried out separately although the EPOS system should recognise bar codes to assist with this.

Cllr J Bruce reported that the payment card system had now been installed and arrangements were being made to identify the specific department in which the card was used. The Millennium House Committee will look at this along with the Finance Committee and Parish Council Finance Officer.

b) Millennium House Management Committee - Cllr A Moss reported that the bar and function room was to be refurbished and repainted and proposed work commenced week beginning 16th April with the Parish Council contributing towards these costs; this was seconded by Cllr Mrs R Farley and unanimously agreed. Councillors were invited to meet at the bar on Sunday, 15th April to remove the old carpet and pack away other items to leave the room clear for the contractor.

The servicing dates for the boilers to be confirmed, and also the dates for the portable appliance testing and the risk & method statement (Committee to address).

It was proposed by Cllr J Bruce, seconded by Cllr A Moss that dogs be allowed to attend organised events in the building but should not be permitted to enter into the food preparation, café or function room area. This was supported by the majority. Cllrs Mrs M Carr and I Vaughan abstained.

c) Parks & Open Spaces – It was reported that the Football Club storage contained had been moved and placed alongside the storage unit for the mower.

The Council support the recommendation from Cllr I Vaughan for the revised burial fees and agreed that costs for non-parishioner with no connection to the parish be trebled. Proposed Cllr I Vaughan, seconded Cllr Mrs R Farley and unanimously agreed.

It was thought that costs for the burial of a child will in future to be financed by the government.

d) Personnel Committee - Matters of a confidential nature relating to staff to be discussed in a closed session and minutes recorded separately.

16. To discuss the option that minutes of committee meetings be approved at Full Council.

Councillors were happy with the current arrangement that committee minutes be signed at the next committee meeting and agreed to continue on this basis.

17. Date for Committee Meetings:

- a) **Planning** - 24th April 2018 at 7.00pm
- b) **Finance & Admin** – 24th April 2018 at 7.30pm
- c) **Parks & Open Spaces** – 27th April 2018 at 11.00am
- d) **Millenium House Management Committee** – Wednesday, 9th May 2018 at 7.15pm.
- e) **Personnel** – Wednesday, 9th May 2018 at 6.15pm.

18. Date of the next Full Council Meeting and AGM – Monday, 14th May 2018 at St Ive.

The AGM will start at 7.00pm followed by the Full Council Meeting at 7.30pm.

Proposed date for the 2018 Annual Parish Meeting – Councillors accepted the proposed date of Thursday, 24th May 2018. The meeting will be held in the Millennium House at 7.30pm.

19. Closed Session – to discuss the following business that will contain confidential information.

- a) **Staff salaries.** Minutes recorded separately.

20. To close the Meeting. There being no further business the meeting closed at 10.25pm.

Dated:

Signed: