

St Ive Parish Council

Minutes of the meeting of St Ive Parish Council held on Monday, 9th July 2018 in the Village Hall, St Ive at 7.30pm.

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

Also attending: Mrs J Hoskin (Parish Clerk).
Three members of the public.

2. Apologies for absence were received from Cllr S Daw (Cornwall Council)

3. Councillors Declarations of interest.

Cllr T Hodson declared an interest on Agenda Item 8a) Planning Application PA18/03234.

Cllrs P Haines and A Haines declared an interest on Agenda Item 22 and any matters relating to staffing and the catering contract.

Cllr A Moss declared an interest on Agenda Item 11 – request from All Being Well Centre.

Cllrs. R Farley and I Vaughan declared an interest on any matters relating to PCA.

4. Questions from members of the public. The three members of the public had attended to report and address any concerns in relation to their planning application – Agenda item 8a).

5. Cornwall Council – Cllr S Daw. No report received.

6. Minutes.

a) To receive and approve the Minutes of the Full Council Meeting held on the 11th June 2018.

The Minutes of the Full Council Meeting held on the 11th June 2018 were approved and signed by the Chairman following an amendment to Item 15 (Cllr M Carr not Cllr M Corney). Proposed Cllr A Moss, seconded Cllr I Vaughan and unanimously agreed.

b) To receive and approve the Minutes of the Extraordinary Meeting held on the 27th June 2018.

The Minutes of the Extraordinary Meeting held on the 27th June 2018 were approved and signed by the Chairman, Cllr A Haines, seconded Cllr I Vaughan and unanimously agreed.

c) To receive and approve the Minutes of the Annual Parish Meeting held on the 24th May 2018.

The Minutes of the Annual Parish Meeting held on the 24th May 2018 were approved and signed by the Chairman, proposed Cllr A Moss, seconded Cllr I Vaughan and unanimously agreed.

7. Matters Arising therefrom.

a) Minutes of the Full Council Meeting – 11th June 2018:

Item 15 – Cllr M Carr reported that she had spoken to the archaeologist who had agreed to look at the pump and report back. Cllr P Haines has also contacted someone to give a report on the structure and repairs.

Item 16 – Working group to review Standing Orders and Financial Regulations. It was agreed this work be carried out by the Finance & Admin Committee and report back to Full Council.

b) Minutes of the Extraordinary Meeting – 27th June 2018. There were no matters arising

from these minutes.

c) Minutes of the Annual Parish Meeting – 24th May 2018. There were no matters arising from these minutes.

8. Planning Applications – to consider the following applications and any other applications received between the publication of the agenda and the meeting.

- a) **PA18/03234** Land adjacent to Greatlands Bungalow, Gooseberry Lane, Pensilva – Outline planning permission with some matters reserved. Construction of two detached dwellings, formation of access and associated works. **Support**, proposed Cllr R Farley, seconded Cllr M Carr and unanimously agreed.

(Members of the public left the meeting)

9. Planning Decisions- to report on any planning decisions received. None reported.

10. Finance:-

- a) **Authorisation of payments.** The Council approved the payments presented, proposed Cllr I Vaughan, seconded Cllr J Bruce and unanimously agreed.
- b) **Direct debits.** The Council approved the direct debits, proposed Cllr P Haines, seconded Cllr I Vaughan and unanimously agreed.
- c) **Creditors.** It was proposed by Cllr I Vaughan, seconded by Cllr A Haines and unanimously agreed the creditors report be accepted. Cllr I Vaughan suggested that unnecessary entries be removed. Cllr P Haines speak with John Body (Finance Officer) and discuss terms and conditions for payments.
Debtors. Cllr I Vaughan reported that the outstanding debt shown for Pirate FM had now been written off in the accounts.
- d) **To consider and resolve to pay a donation to the Carnival Committee and seek funding from the Solar Park Community Fund for this purpose.** It was noted that the Council had paid the Cornish Times newspaper advert and the costs for the Screech Owl Sanctuary for the Carnival. Cllr A Moss reported that these costs could be reclaimed from the Solar Farm Community Fund, along with the costs for the new bus shelter and three defibrillators. Cllr R Farley proposed these claims be submitted, seconded Cllr M Carr and unanimously agreed.
- e) **Refund of business rates incorrectly charged for Coffee Shop.** Cllr I Vaughan reported that the PCA had taken over the running of the coffee shop and therefore the rates should be repaid. As a charitable organisation the PCA can apply for rate relief. It was noted that a lease / contract should be established for the PCA if this had now become a separate organisation within the Millennium House.
It was proposed by Cllr P Haines, seconded by Cllr C Vaughnley and unanimously agreed that a lease be issued to allow the PCA to manage the facility and apply for the rate relief; and that the Parish Council will continue to pay the rates until this agreement was in place. Unanimously agreed. It was proposed by Cllr J Bruce, seconded by Cllr A Haines and unanimously agreed that the “in house” accounting system identifies figures for the coffee shop alone. Cllrs. M Carr and K Parkes abstained.
- f) **Renewal of BT Television Service Contract.** Cllr I Vaughan reported that the BT Sport was now out of contract. Having discussed the costs and the need for this facility it was proposed by Cllr J Bruce, seconded by Cllr M Corney and unanimously agreed the contract be cancelled, but consideration would be given to reinstate this in the future if a demand for the facility was justified.
- g) **Renewal of British Gas contract – update.** Cllr A Moss reported on the new rates effective from the 3rd July 2018, with the rates for gas and electricity both being reduced as a result of the consultation with USwitch.

- h) **To adopt the general powers of competence.** Cllr M Corney outlined the general powers of competence, the requirements of having the majority of councillors elected, and a qualified parish clerk. With this gave the council the opportunity to carry out more tasks (ie. The adoption of a bylaw for dog fouling). It was proposed by Cllr R Farley, seconded by Cllr C Vaughnley and unanimously agreed this be adopted.
- i) **To agree to purchase an A3 colour printer for the reception office at Millennium House.** A new printer in the reception would enable photocopying to be done without disturbing the parish council office and provide this facility to the public and outside organisations when the office was closed. There was currently no provision for A3 or coloured printing in the building. Cllr J Bruce offered to review the printers available and liaise with the Chairman. It was proposed by Cllr A Moss, seconded by Cllr C Vaughnley and unanimously agreed a printer be obtained. Cllr A Moss will seek to reclaim the costs from the Community Solar Fund. The Clerk reported that the parish council printer needed replacing and it was confirmed she had the authority to spend up to £250 without consent from the full council on this type of equipment to allow the smooth running of the office.
- j) **Update on asset register (part of the audit process).** Ongoing.
- k) **To adopt the “general powers of competence”.** Repeat of Agenda Item 10h) already discussed.

11. Request from the All Being Well Centre at Millennium House to sub-let the centre to a personal trainer for private clients. It was agreed that the request be supported subject to adequate insurance being in place and that a financial contribution is given to the Parish Council to cover utility costs for the room. Proposed Cllr T Hodson, seconded Cllr A Haimes and agreed by the majority. Cllr A Moss abstained.

12. Parish Council Vacancy for the Pensilva Ward. To consider any applications received. The Clerk reported that no applications had been received and the vacancy will continue to be advertised.

13. Update on loan applications for car park resurfacing and date for work to be completed. The application had been approved and the forms to draw down the money had been completed. The work was scheduled to start on Monday, 6th August 2018. The car park would be closed for approximately two weeks.

14. Update on the provision and installation of an electric car at Millennium House – Cllr A Moss had nothing to report and anticipated the car would arrive sometime in the Autumn.

15. Correspondence – The Clerk tabled the correspondence and presented a list to Councillors. It was agreed that a reply to an anonymous letter concerning the car park be published in the Parish Pump magazine.

The Council support the request from the police to hold the monthly “drop in surgeries” at the Millennium House Car Park. The first date being the 19th July 2018 from 10am – 12 noon. The Fire Service and Social Services would also send representative to these events.

16. Pensilva Village Pump – to consider the structural report for the refurbishment of the pump , if available. The structural reports had not been received. It was suggested that an article be published in the Parish Pump magazine asking for any old photographs of the pump.

17. Highway Matters:

- o **Condition of road surface in Lower Glen Park, work required and actions to be taken.** It was noted that this road was in need of repair and planned works to resurface the area with

tar and chippings did not reflect the recent work carried out in Amanda Way when the road had been redone in tarmac only.

- **Bus shelter provision at Glen Park.** It was proposed by Cllr I Vaughan, seconded by Cllr R Falrey and unanimously agreed the provision of a new shelter be investigated, along with the options available to fund the project. It was noted that Cornwall Council would possibly grant £3,000 towards the cost. Cllr M Corney suggested the four pick up points in Pensilva for the school bus be established.
- **Update on installation of the base for a bus shelter at St Ive (work to be done by Cormac).** The Clerk reported that work was scheduled to be completed within the next few weeks.
- **Lower Road – speeding of traffic.** Matter resolved and it was hoped that the police would deal with matters concerning “boy racers”.
- **Notification of work being carried out by Cormac in Amada Way.** Reported under Item 17 of this meeting (Glen Park).

18. Reports from Committees, if required. To consider a proposal from the Clerk that minutes of committee meetings and actions to be taken are circulated to councillors, presented and ratified under item 6 of the Full Council meetings to reduce the timescale for lengthy individual committee reports. The Clerk asked that signed committee minutes be handed into the office for filing.

- **Millennium House – Football Club post-match refreshments.** The provision of catering for the football matches to be discussed with the club chairman as Millennium House no longer provided this facility. It was agreed that pasties could be brought in and warmed in the kitchen ovens if no other function was using the facility.
- **Millennium House – to agree the shelving is purchased for the library.** It was noted that the library contained too many books for the current amount of shelving available. Cllr J Bruce was authorised to look at additional shelving and enquire about the possibility of a grant from the Community Solar Farm to fund the materials. Proposed Cllr M Corney, seconded Cllr I Vaughan and unanimously agreed.

19. Dates for Committee Meetings, if required :-

- a) Planning – 25th September 2018 at 7.00pm.
- b) Finance & Admin – 25th September 2018 at 7.30pm.
- c) Parks & Open Spaces – 28th September 2018 at 11.00am.
- d) Personnel – 3rd September 2018 at 6.15pm
- e) Millennium House Management Committee – 3rd September 2018 at 7.15pm.

20. Date of next Full Council Meeting. Monday, 13th August 2018 at Pensilva.
Cllrs. A Haimes and C Vaughnley presented their apologies for this meeting.

21. To close the Meeting. There being no further business the meeting closed at 9.42pm to be followed by the Closed Session

22. Closed Session – to update the Council on the appointment of staff and catering contract work. The contents and decisions from the minutes of the Extraordinary Meeting held on the 27th June 2018 were accepted.

The Closed Session concluded at 9.50pm.

Dated: 13th August 2018

Signed:

