

St Ive Parish Council

Minutes of the Meeting of St Ive Parish Council held on Monday, 12th November 2018 in the St Ive Village Hall at 7.30pm.

Item No.		Action by
1	<p>Those present. Cllrs. P Haines (Chairman), A Moss (Vice Chairman), M Carr, A Haines, T Hodson, C Vaughnley, M Corney, J Bruce, N Libby, I Vaughan.</p> <p>Also attending: Mrs J Hoskin (Parish Clerk) and one member of the public.</p>	
2	<p>Apologies for absence were received from Cllrs. K Parkes and R Farley.</p>	
3	<p>Councillors Declarations of Interest. To grant any requests for dispensations. Cllrs. P Haines and A Haines declared an interest on any matters relating to staff (admin assistant). Cllr M Corney declared a non-pecuniary interest in matters relating to the Growing Project and requested dispensation to speak. This was granted by the Chairman. Cllr C Vaughnley declared an interest on Agenda Item 10 (Finance) in relation to the Sage accounting; and Item 13 the licence request for Helluva pasties.</p>	
4	<p>Questions from members of the public. No matters reported.</p>	
5	<p>Cornwall Council – report from Cllr S Daw. No report received.</p>	
6	<p>To receive and approve the Minutes of the last Meeting held on 8th October 2018. The Minutes of the Meeting held on the 8th October 2018 were approved following amendments to Items 1, 10i) and 11. Proposed Cllr A Haines, seconded Cllr A Moss and unanimously agreed.</p>	
7	<p>Matters Arising therefrom. Page 1 – Item 7(11) Cllr M Carr confirmed that a hand dryer would not be installed in the coffee shop. Page 2- Item 10b) The Chairman confirmed the direct debits were correct and approved. Page 2 – 10e) The Chairman reported that the Finance Officer was in the process of adding Cllrs. M Carr and C Vaughnley to the bank mandate. Page 3 –Item 13 Cllrs. M Corney and P Haines had laid the Remembrance Sunday wreaths at St Ive and Penislva. Page 4 – Item 15 The Clerk will obtain costs for a replacement notice board.</p>	Clerk
8	<p>Planning applications – to consider the following applications and any other applications received between the publication of the agenda and the meeting. a) PA18/09583 Dartmoor View, St Ive – alterations and extension with associated works including kitchen extension, sunroom extension, demolition of existing porch and internal alterations. Support ,</p>	

	<p>proposed Cllr. T Hodson, seconded Cllr I Vaughan and unanimously agreed.</p> <p>b) PA18/10069 Land on the west side of Shute Lane, Pensilva – Construction of 4 detached, two-storey dwellings with associated access and car parking provision. The Parish Council have no objection to the development of 4 dwellings but raise their concerns in relation to the access to the site from Shute Lane into Lower Road; recommending that the junctions are improved with “Give Way” signs and markings. Proposed Cllr T Hodson, seconded Cllr I Vaughan and unanimously agreed.</p>	
9	<p>Planning decisions / appeals – to report on any planning decisions received.</p> <p>PA18/06244 Land opposite Claremont, Quarry Road, Pensilva – outline application for the construction of a single detached bungalow with all matters reserved except access – Approved on the 17th October 2018.</p>	
	The member of the public left the meeting at 8.00pm.	
10	<p>Finance:-</p> <p>a). Authorisation of payments / payroll. The Council approved the payments and payroll; proposed Cllr I Vaughan, seconded Cllr A Moss and unanimously agreed.</p> <p>b). Direct debits. Councillors unanimously approved the direct debit payments, proposed Cllr T Hodson and seconded Cllr I Vaughan.</p> <p>c). Creditors and debtors. It was proposed by Cllr A Haines, seconded by Cllr A Moss and unanimously agreed the creditors and debtors be approved subject to clarification by the Chairman on matters contained within the reports. Cllr C Vaughnley asked that the Sage accounting systems is used to indicate whether payments are made monthly, quarterly or annually. The Clerk will clarify the regulatory of loan payments. Cllr T Hodson suggested that advertising in the Parish Pump magazine is paid for in advance, thus reducing the need to chase outstanding debts. Cllr P Haines confirmed that invoices were now stating an 8% surcharge should the account not be paid on time.</p> <p>d). Update on asset register (part of the audit process). Ongoing.</p> <p>e). Precept for 2019/2020 – to receive the recommendation from the Finance Committee on the budget for the 2019/2020 financial year and agree a precept. After discussions and reviews on the carried forward figures, it was proposed by Cllr I Vaughan not to accept the recommendation of the Finance Committee but suggested the precept be increased by £5.000 to a total of £69,000 for the 2019/2020 financial year. This was seconded by Cllr A Haines and agreed by the majority. Cllr M Corney did not support this proposal, feeling that the Council should have accepted the recommendation of the Finance Committee, taking into account the auditors comments about the level of reserves.</p> <p>f). IT upgrade for computer systems and anti-virus protection. Report, with recommendations and final costs. Nothing to report. Item to be removed from the Agenda.</p> <p>g). Arrangements to be made for the authorisation of December payments if no Council meeting is held. It was proposed by Cllr A Moss, seconded by Cllr I Vaughan and unanimously agreed that authority be given to the Chairman to</p>	<p>Clerk</p> <p>RFO</p> <p>PH</p>

	<p>approve any payments in December 2018. It was noted that the payment process required the authorisation of two councillors.</p> <p>h). Request for a donation towards the upkeep of the churchyard at St Ive. Having noted the precept budget, it was proposed by Cllr I Vaughan, seconded by Cllr M Car and agreed by the majority that a £400 donation be given towards the upkeep of the churchyard. Cllr J Bruce did not support this decision.</p>	Clerk
11	<p>Parish Council Policies – to adopt the revised / updated version of Standing Orders. Having contacted CALC, the Clerk clarified the query that councils with a turnover of more than £25,000 were not required to publish their minutes. It was however agreed that St Ive Parish Council would publish their minutes and this be recorded on Page 17 of the document.</p> <p>It was proposed by Cllr I Vaughan, seconded by Cllr P Haines and unanimously agreed the new Standing Orders be adopted.</p>	
12	<p>Parish Council vacancy for the Pensilva ward. To consider any applications, if received. No applications received.</p>	
13	<p>Correspondence – tabled by the Clerk. To include an application from the renewal of the street trading licence for Helluva pasties at the A390 lay-by, St Ive. The correspondence list was tabled by the Clerk. It was proposed by Cllr P Homans, seconded by Cllr M Carr and unanimously agreed the application from Helluva pasties be approved.</p> <p>A letter concerning dog faeces on land outside the parish will be passed to St Cleer Parish Council.</p>	
14	<p>Pensilva Village Pump – refurbishment of the pump, final costs and application for funding. Cllr I Vaughan had obtained a quote for the supply of galvanised gates at the cost of £220 and the pump itself costing in the region of £40. The Clerk suggested that an application be submitted to Cllr Sharon Daw to obtain the costs for this project from her Cornwall Councillor Community Chest fund. This was unanimously agreed, proposed Cllr M Carr and seconded by Cllr A Moss.</p>	Clerk
15	<p>Planet Aid UK – request to install a clothing bank at Millennium House. Having discussed the pros and cons for a clothing bank, along with the other local charity clothes collections it was decided not to support this request. Proposed Cllr A Haines, seconded Cllr C Vaughnley and unanimously agreed. It was suggested the company makes enquiries about siting the clothes bank in the Cornwall Council car park adjacent to the Pensilva Village Hall.</p>	
16	<p>Parish Milestones – request from the Milestone Society for the Parish Council to maintain the parish milestones. It was proposed by Cllr P Haines, seconded by Cllr A Haines and unanimously agreed the Parish Council take over the responsibility of the parish milestones and this matter be put in the hands of the Open Spaces Committee.</p>	OSC
17	<p>Highway matters:-</p>	

	<ul style="list-style-type: none"> ○ Bus shelter provision at Belmont Park – update. The provision of the bus shelter at Belmont Park was approved, proposed Cllr T Hodson, seconded Cllr P Haines and unanimously agreed. Grant funding will be obtained from Cornwall Council (£3,000) and the Solar farm (£500) to cover the costs. 	Clerk / AM
18	<p>Christmas Parties – update on confirmed dates and to arrange organisers for the events. Dated were confirmed for the Christmas parties – Volunteers on the 21st December, Children on the 22nd December and the pensioners lunch on the 23rd December 2018. Councillors were asked to assist with these events.</p>	Cllrs.
19	<p>Reports from Committees, if needed.</p> <ul style="list-style-type: none"> ○ Finance & Admin Committee – It was proposed that £2,000 be allocated to the growing Project from this fund, proposed Cllr I Vaughan, seconded Cllr T Hodson and agreed. Cllr M Corney declared an interest and abstained. ○ Millennium House Management Committee – It was proposed by Cllr I Vaughan, seconded by Cllr P Haines and unanimously agreed that the licence name be amended along with the costs to implement this change. The Council support the recommendation that the bar closes at 10pm if no other functions are being held in the building. The Committee will review of staff working hours’, bar prices and the bar loyalty cards in the New Year. <p>It was agreed that private functions held in January and February 2019 be offered a reduced room hire rate of £10 to encourage the use of the facilities available. Proposed Cllr A Moss, seconded Cllr A Haines and unanimously agreed. This will be advertised in the parish magazine.</p> <p>Carol singing around the outdoor Christmas tree had been arranged along with inviting a local choir to attend and the children from the pre-school to hang up their decorations. Mince pies and drinks to be provided.</p> <p>The Council approved the request from the Coffee Shop to purchase a small freezer from the money ring-fenced.</p>	AM MHMC AM AH/PH
20	<p>Dates for Committee Meetings in December 2018 if required</p> <ol style="list-style-type: none"> a) Planning – to be decided if an application is received. b) Finance and Admin – to be arranged if needed c) Parks and Open Spaces to be arranged if needed. d) Personnel to be arranged if needed. e) Millenium House Management Committee to be arranged if needed. f) 	
21	<p>Date of the next Full Council Meeting to be decided. Monday, 14th January 2019 at Pensilva.</p>	
22	<p>To close the Meeting. There being no further business the meeting closed at 9.40pm.</p>	

23	Closed Session, if required to discuss any matters relating to staff contracts. Not required.	

Signed.

Date. 14th January 2019