

St Ive Parish Council

Minutes of the St Ive Parish Council Annual Meeting held on Monday, 13th May 2019 in the Millennium House, Pensilva at 7.30pm.

Item No.		Action by
1	<p>Those present. Cllrs. P Haines, M Corney, N Libby, M Carr, R Farley, I Vaughan, J Bruce, A Moss, A Haines, S Reilly, C Vaughnley, T Hodson.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk) Cllrs. S Daw and J Flashman (8.50pm – 9.15pm)</p>	
2	Apologies for absence were received from Cllr K Parkes.	
	At this point of the meeting Cllr P Haines notified the Council that an application had been submitted to Cornwall Council for funding up to £2,000 for work and equipment to tidy the parish. The scheme required the application to be submitted by the closing date last week and it included a multi-fuel strimmer, pressure washer, gates for the village pump, paint for various projects , wood for repairs to the benches, and replacement signs.	
3	<p>Councillors Declarations of Interest. To receive and grant any requests for dispensations. Cllrs. J Bruce and R Farley declared an interest on any matters relating to the Pensilva Community Association (PCA). Cllr C Vaughnley declared an interest on any matters relating to HR / contracts.</p>	
4	Questions from members of the public (meeting then closes to the press and public although visitors are welcome to remain for the rest of the proceedings up to item 20 when confidential matters may be discussed). No public present.	
5	<p>Election of Chairman and Vice Chairman for the forthcoming year.</p> <p>Chairman – It was proposed by Cllr A Moss, seconded by Cllr R Farley and unanimously agreed that Cllr P Haines be elected as Chairman for the forthcoming year. There were no other nominations.</p> <p>Vice Chairman – It was proposed by Cllr P Homans, seconded by Cllr M Carr and unanimously agreed that Cllr A Moss be elected as Vice Chairman. There were no other nominations.</p>	
6	<p>Election of Committees (Finance & Admin, Personnel, Parks & Open Spaces, Planning, MHMC).</p> <ul style="list-style-type: none"> ○ Finance & Admin – Unanimously agreed to re-elect the committee, proposed Cllr R Farley, seconded Cllr A Haines. ○ Personnel – It was proposed by Cllr A Haines, seconded by Cllr M Carr and unanimously agreed the committee be re-elected with the addition of Cllr I Vaughan. 	

	<ul style="list-style-type: none"> ○ Parks & Open Spaces – Unanimously agreed to re-elect the committee, proposed Cllr T Hodson, seconded Cllr A Haines. ○ Planning – It was proposed by Cllr T Hodson, seconded by Cllr P Haines and unanimously agreed the committee be re-elected. ○ Millennium House Management Committee – It was proposed by Cllr P Haines, seconded by Cllr A Moss and unanimously agreed the committee be re-elected with the addition of Cllr S Reilly. ○ Neighbourhood Development Plan . Councillors unanimously agreed that a NDP working group be formed. This group to include councillors and members of the public. Proposed Cllr M Corney, seconded Cllr S Reilly. 	
7	<p>Cornwall Council - report from Cllr Sharon Daw. Cllr Daw spoke about the Community budget, and the Full Council members briefing. Cllr J Flashman, working alongside Cllr Daw notified the meeting that the Head of planning, and senior staff from highways and footpaths would be visiting the area, including St Ive parish looking at problems first hand.</p> <p>Cllr M Corney mentioned the footpath report and the inconsistencies reported to Cornwall Council public rights of way department.</p> <p>Cllr Daw was asked to report the section of fallen hedge at Piggy Lane belonging to Cornwall Housing.</p> <p>Cllr Daw reported that planning enforcement action at Desiderta (PA18/11015) was on hold until the appeal had been heard. – Recorded under item 11b of this meeting.</p>	
8	<p>To receive and approve the Minutes of the Meeting held on 8th April 2019. The minutes of the meeting held on the 8th April 2019 (including the Closed Session) were approved and signed by the Chairman, proposed Cllr S Reilly, seconded Cllr C Vaughnley and unanimously agreed.</p>	
9	<p>Matters Arising from the Minutes.</p> <p>Item 11 Complaint on noise from St Ive Playing Field – The Clerk had received no further communication from the resident following the letter sent from the Parish Council.</p> <p>Item 12 Feedback from youth club on offer of a room at Millennium House. It was noted that the youth club had not responded to the offer.</p>	
10	<p>Planning applications – to consider the following applications and any other applications received between the publication of the agenda and the meeting.</p> <p>a) PA19/03321 Mr & Mrs Matthew Pugh, Trafalgar House, Goodmans Lane, Pensilva – Rear extension to include new and amended windows to dwelling. Support – proposed Cllr P Haines, seconded Cllr C Vaughnley and unanimously agreed.</p>	

	<p>b) PA19/03325 Mr & Mrs R Stripling, Belmont House, Higher Road, Pensilva – Alterations and extension to dwelling to form single storey fitness studio / bedroom / sunroom and roof terrace with associated works.</p> <p>Support – proposed Cllr I Vaughan, seconded Cllr T Hodson and agreed by the majority. Cllr M Corney abstained.</p>	
11	<p>Planning Decisions / appeals – to report on any planning decisions received.</p> <p>a) PA19/02969 Ms J Somerset-Wood, Barn at Midwood Farm, Golberdon – Non material amendment for alterations to fenestration, a glazed section and recessed access way (App.PA19/000103 relates) – Approved.</p> <p>b) PA18/11015 Mr & Mrs Valentine, Desiderta, Golberdn Road, Pensilva – Retention of residential caravan – Refused.</p>	
12	<p>Finance:-</p> <p>a) Authorisation of payments / payroll. The Council approved the payments and payroll, proposed Cllr P Haines, seconded Cllr C Vaughnley and unanimously agreed. The ASG account to be paid once the faulty alarm sensors had been replaced.</p> <p>Cllr C Vaughnley asked if the pension schemes were now in place. This will be discussed at the next Personnel Committee meeting.</p> <p>Cllr I Vaughan asked councillors to give consideration into entering into a long term agreement with the Parish Council’s insurance provider along with the financial benefits available.</p> <p>b) Direct debits. It was proposed by Cllr P Haines, seconded by Cllr I Vaughn and unanimously agreed the direct debits be approved.</p> <p>c) Creditors and debtors. It was proposed by Cllr C Vaughnley, seconded by Cllr A Haines and unanimously agreed the creditors and debtors be approved.</p> <p>d) 2018/2019 Audit – to sign section 2 of the Annual Return (Accounting Statement). The form was completed, signed and dated by the Chairman, as required. The Clerk / RFO will circulate a copy of the audit report to Councillors, once received.</p> <p>e) 2017/2018 Audit – to minute the Councils receipt of the 2017/2018 Internal Audit report. The Clerk reported that the internal audit report for the 2017/2018 financial year had been received but this had not been recorded in the minutes at the time.</p> <p>Cllr M Corney questioned the requirements for a three year profiles / reserves and Cllr I Vaughan confirmed the requirements for a council with annual receipts and payments under £250,000</p>	Clerk/ RFO
13	Correspondence – tabled by the Clerk. The correspondence was noted.	

14	<p>School holiday activities, and to consider providing meals for those with free school lunches. Support from the Cornwall Council “filling the gap” scheme. Cllr P Haines highlighted the scheme and discussions with the Church who were happy to join if the project went ahead. In addition to funding from Cornwall Council scheme the food could be sourced from the food project run by local supermarkets. It was suggested that the Parish Council try to provide meals on a Monday, Wednesday and Friday throughout the school summer holidays along with activities. The Lighthouse Bouncy Castle hire would cost £25 for two items, the hire company would then charge the children a minimal fee and the Parish Council could sell drinks and snacks. It was proposed by Cllr A Moss, seconded by Cllr A Haines and unanimously agreed the project goes ahead.</p>	
15	<p>Royal British Legion – to consider a memorial plaque. The church had reported that some names of service people killed in conflict were not mentioned on the memorial. It was agreed that the Chairman and Geoff Cox (church) collate a list and then the Parish Council be asked to consider installing an inscribed brass plaque on the war memorial outside Millennium House.</p>	PH
16	<p>Neighbourhood Plan – To resolve to form a sub-committee to produce the draft Neighbourhood Development Plan that incorporates the Climate Emergency Plan. Feedback from the meeting held on the 12th April 2019.</p> <p>Cllr M Corney reported on the NDP meeting held on the 12th April and the Climate Emergency meeting held on the 26th April. Cllr Corney spoke about the formation of working groups, the two different approaches and that the groups may work independently of each other and merge both plans together should they be successfully completed. The NDP could take up to two years to complete. It was proposed by Cllr I Vaughan, seconded by Cllr J Bruce and unanimously agreed the groups have free use of the meeting room at Millennium House until funding was available.</p>	
17	<p>Update on the Age Concern electric car to be stationed at Millennium House.</p> <p>Age (UK) had now requested two charging points and spaces for two cars instead of the original one. The cars were not for public use initially but maybe available in the future. The Parish Council had already approved the siting of one vehicle and were asked to consider the new request. It was proposed by Cllr R Farley that the request for a second car be approved, this was seconded by Cllr A Haines and agreed by the majority. Cllrs. T Hodson and C Vaughnley were against, and Cllr I Vaughan abstained.</p>	
18	<p>Millennium House – to resolve to purchase new signs / advertising boards for the building. It was proposed by Cllr M Carr, seconded by Cllr I Vaughan and unanimously agreed the advertising signs, as detailed, be purchased. An aluminium base sign 4 metres x 1.5 metres.</p>	
19	<p>Highway matters and issues to be reported to Cormac. To consider any further projects for the Community Network Highway Scheme for 2019/2020.</p> <ul style="list-style-type: none"> o Flooding on the St Ive road by the corner near Avondale had improved since work was completed but water still accumulated and this needed to 	

	<p>be addressed. It was felt the drain into the adjacent field was blocked or higher than the road surface.</p> <ul style="list-style-type: none"> ○ The Pensilva sign on Lower Road was broken and needs to be repaired / replaced. ○ Repairs to the cast iron directional sign at St Ive were pending (subject to funding) ○ Cllr T Hodson reported on parking problems in the villages and the lack of enforcement and yellow lines. ○ The Clerk will send a letter to the residents of Stone Delph asking them to trim the yew hedge overgrowing onto the footpath. 	
20	Reports from Committees, if available. None.	
21	<p>Dates for Committee Meetings, if required</p> <ul style="list-style-type: none"> a) Planning – Tuesday, 28th May 2019 at 7.00pm b) Finance & Admin – Tuesday, 28th May 2019 at 7.30pm c) Parks & Open Spaces – Friday, 24th May 2019 at 11.00am d) Personnel – Monday, 3rd June 2019 at 6.15pm e) Millennium House Management Committee – Mon, 3 June 2019 -7.15pm <p>Annual Parish Meeting – Thursday, 23rd May 2019 at 7.00pm at Pensilva.</p>	
22	<p>Date of the next Full Council Meeting - Monday, 10th June 2019 at St Ive. Apologies for this meeting were received from Cllrs. R Farley and I Vaughan.</p>	
23	<p>To close the Meeting to the public. There being no further business the first part of the meeting closed at 9.35pm.</p>	
24	<p>Closed session – to receive a report from the Personnel Committee on the resignation of the Parish Councils’ Admin Assistant. To discuss the options to cover these hours and the future for this role. Minutes recorded separately.</p>	

Dated. 10th June 2019

Signed.