

St Ive Parish Council

Minutes of the St Ive Parish Council Meeting held on Monday, 11th November 2019 in the St Ive Village Hall at 7.30pm.

Item No.		Action by
1	<p>Those present. Cllrs. P Haimes (Chairman), A Moss (Vice Chairman), M Carr, R Farley, S Reilly, C Vaughnley, N Libby, A Haimes, I Vaughan.</p> <p>Also attending: Mrs J Hoskin (Parish Clerk) One member of the public.</p>	
2	<p>Apologies for absence were received from Cllrs. M Corney, J Bruce, T Hodson and K Parkes.</p>	
3	<p>Councillors Declarations of Interest. To receive and grant any requests for dispensations. Cllr. R Farley declared an interest on matters relating to the Pensilva Community Association (PCA).</p>	
4	<p>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 22 when confidential matters may be discussed).</p> <ul style="list-style-type: none"> ○ A representative from the Pensilva Events Group came to discuss the proposed room hire charges at Millennium House. It was explained that the process of hiring rooms needed to be identified in the Parish Councils accounts although it was understood that the Events Group and PCA held events to bring money in to support the building. Cllr C Vaughnley explained the credit and debit aspects of the accounting system and the option to donate money back to these groups. The accounts needed to identify room hire. ○ The lady also reported an incident at the skate park on Sunday, 10th November 2019 when she had intervened with an incident where a seven year old child had been pushed by a vulnerable adult. The incident was noted and the Clerk along with Cllr I Vaughan expressed their concerns. The Chairman advised the lady to contact the local PCSO if she felt this was necessary. It was reported that adults did use the skate park facility. ○ The lady also mentioned a remaining amount of money in the PPP (Pensilva Park Project) account that could now be used in the park at Millennium House as the committee were to be dissolved. <p style="text-align: center;">(The member of the public left the meeting at 7.50pm)</p>	
5	<p>Cornwall Council - report from Cllr Sharon Daw. No report received.</p>	
6	<p>To receive and approve the Minutes of the Meeting held on 14th October 2019. The Minutes of the meeting held on the 14th October 2019 were approved and signed by the Chairman, proposed Cllr A Moss, seconded by Cllr A Haimes and unanimously agreed.</p>	

	Cllr I Vaughan requested the minutes be circulated within five working days to enable Councillors to reflect on the meeting and the actions to be taken. The Clerk will endeavour to meet this target, pending other work and training.	
7	<p>Matters Arising from the Minutes.</p> <p>Item 7(4) Granite Trough - The area around the trough had not yet been cleared.</p> <p>Item 7 (4) Woodland Trust Scheme – The Chairman confirmed that four packs of trees, being 400 in total would be received in March 2020 and asked Councillors to suggest areas where these could be planted other than the park at St Ive.</p> <p>Item 13 Permaculture Design Course – There were still places available on the course.</p> <p>Item 16 New Parish Council notice board – The board had now been fixed.</p> <p>Item 17 Speeding of traffic – It was noted that the person sleeping in the camper van at the village hall car park had been reported to the police. A discussion was held about the parking on yellow lines, pavements and other areas in both villages. The Clerk will speak to the local PCSO.</p>	<p>Cllrs.</p> <p>Cllrs.</p> <p>Clerk</p>
8	<p>Planning applications – to consider the following applications and any other applications received between the publication of the agenda and the meeting.</p> <p>No applications received for consideration at this meeting.</p>	
9	<p>Planning Decisions / appeals – to report on any planning decisions received.</p> <p>None.</p>	
10	<p>Finance:- to receive en-bloc the following items (a) to (c).</p> <p>a) Authorisation of payments / payroll</p> <p>b) Direct debits</p> <p>c) Creditors and debtors.</p> <p>It was proposed by Cllr A Moss, seconded by Cllr A Vaughan and unanimously agreed that Items a) – c) be approved.</p> <p>The Chairman reported that some income was not identified in the accounts and that he would speak to the RFO about this (loans, grants, solar farm).</p> <p>It was agreed that Kate (KV Accounting) be asked to carry out some training on the Sage system with the Clerk and any Councillor who wished to attend.</p> <p>Debtors to be chased for payment. The Editor of the Parish Pump offered to pursue advertisers who had not paid, should this be required.</p> <p>It was suggested that the gaming machine in the Mel Bar be removed. The MHMC to discuss this at a future meeting.</p> <p>d) Report from the Finance Committee on the 2020/2021 budget and to decide on the precept for the next financial year. Cllr A Moss presented an up to date budget for 2020/2021. This had been discussed by the Finance Committee. It was evident that the precept needed to be increased to cover costs and retain the correct amount of reserves as advised by the auditor. The Clerk recommended that the earmarked reserve for an election be increased to £1500 from £300. The Chairman suggested that all Councillors consider the budget and that a decision on the precept for 2020/2021 be decided at the Full Council Meeting in December.</p>	<p>PH</p> <p>MHMC</p>

11	<p>Correspondence – tabled by the Clerk. Noted.</p> <p>Item S – The majority of Councillor had no objection to the development adjacent to Rosevear Close being named Borlase Close (PA18/08162). Cllr R Farley abstained.</p>	
12	<p>Millennium House:-</p> <ul style="list-style-type: none"> ○ Business rates and response from MP Sherryl Murray – update. Nothing to report. ○ To accept the quote from Blue Flame for repairs and servicing costs for gas boilers. It was proposed by Cllr A Haines, seconded by Cllr I Vaughan and unanimously agreed the quote from Blue Flame be accepted. The Clerk will arrange for the servicing of the boilers. ○ To consider the quotes for the work required to the roof and appoint a contractor. Following a discussion on the quotes accepted, it was agreed that the “best value” option was to have the roof replaced. It was proposed by Cllr A Moss, seconded by Cllr R Farley and unanimously agreed to accept the quote of £ 48,000 plus Vat. Grant funding will be sought to help fund the work; alternatively borrowing from the public works loan board would be considered. ○ Update from the Football Club to be reported by the Clerk. The Clerk reported that the Club had accepted to pay £500 per season, as requested. This to be reviewed on an annual basis. ○ To resolve to employ additional bar staff when needed – vacancy advertised (closing date 14th November 2019). To agree an interview process. The closing date had been extended to the 21st November 2019. The Finance & Staffing Committee will look at applications received. ○ Performing Rights Licence and renewal fee – update. Cllr A Moss continued to challenge the cost of the renewal. ○ JP Hot Food – to review the hot food service following the 4 month train period. Having discussed the JP Hot Food service and the trial period, it was proposed by Cllr C Vaughnley, seconded by Cllr A Moss and agreed by the majority that hot food be served on Friday and Saturday evenings only when there is no other functions going on. A charge for the kitchen of £20 per night to be made. All communication to be via Cllr A Moss. Changes to be effective from 6th December 2019 and a further review to be carried out in January 2020 when the charge will be increased in line with the hire rates. Cllr A Haines abstained. Cllr M Carr did not support this decision. 	<p>Clerk</p> <p>Clerk / RFO</p> <p>Finance Comm</p> <p>AM</p> <p>Clerk</p>

	<p>The Clerk will send a letter. The extractor fans in the kitchen to be checked / cleaned.</p> <ul style="list-style-type: none"> ○ To discuss the opening times for the Mel bar over the Christmas and New Year period. The Mel Bar to open on Christmas day between 12 noon until 2.00pm. Normal opening times will apply for New Year. It was agreed that Friday openings to revert back to 5.00pm, proposed Cllr A Haines, seconded by C Vaughnley and unanimously agreed. ○ Christmas parties and confirmation of dates for these events. Arrangements for the Christmas parties were confirmed. Posters to be printed and events advertised on the website and Facebook. ○ Parking of public vehicles in the Millennium House Car Park. Agreed that the van be permitted to use the car park, being out by 8.00am in the morning. 	
13	Play Areas / Recreation Field – ROSPA training for inspectors. Cllr I Vaughan reported that the Caretaker could be registered onto the course at Exeter and the new year and once he became a trained inspector this would enable him to carry out routine checks on the play equipment and associated areas. The cost being £275. This was proposed by Cllr I Vaughan, seconded by Cllr C Vaughnley and unanimously agreed.	
14	Neighbourhood Plan and Climate Emergency Groups – update, if available. No report.	
15	Highway Matters and issues to be reported to Cormac. <ul style="list-style-type: none"> ○ Damage to Gooseberry Lane. It was noted this was an un-adopted road served five plots and the lorries traveling to one of the build projects was causing further damage to the surface. This was a private matter between residents. ○ Wesley Lane – the drain had not been cleaned. ○ Road hump were suggested for areas of the village, including Lower Road / Fore Street and Jubilee Road. It was noted that cars were scraping the bottom of their vehicles in Quarry Lane and this was due to the contour of the road. 	
16	Vulnerable people and what could be done to look after the elderly or those living alone. The Chairman asked that Councillors check on neighbours and those living alone during the winter period. An article will be put in the Parish Pump magazine.	
17	Reports from Committees, if available. None.	

18	Items for the next Agenda. To be passed to the Clerk.	
19	Dates for Committee Meetings, if required and to review the frequency of meetings. <ul style="list-style-type: none"> a) Planning – Monday, 25th November 2019 at 7.00pm. b) Finance & Admin – Monday, 25th November 2019 at 7.30pm. c) Parks & Open Spaces – Friday, 22nd November 2019 at 11.00am d) Personnel – Monday, 2nd December 2019 at 6.15pm e) Millennium House Management Committee – Monday, 2nd December 2019 at 7.15pm. 	
20	Date of the next Full Council Meeting – Monday, 9 th December 2019 at Pensilva (to discuss the 2020/2021 budget and precept and any planning applications).	
21	To close the Meeting to the press and public. There being no further business the meeting closed at 10.15pm.	
22	Closed Session, if required to discuss staffing and confidential matters – update from the Clerk. No closed session required.	

Dated: 9th December 2019

Signed.