

St Ive Parish Council

Minutes of the St Ive Parish Council Meeting held on Friday, 17th July 2020 in the Millennium House, Pensilva at 7.30pm.

Item No.		Action by
1	<p>Those present. Cllrs. P Haimes (Chairman), A Moss (Vie Chairman), N Libby, C Vaughnley, T Hodson, J Bruce, I Vaughan, M Carr. Cllr M Corney tried to join remotely, but connection failed.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk)</p>	
2	<p>Apologies for absence were received from Cllrs. R Farley, M Corney, A Haimes, K Parkes, S Reilly.</p>	
3	<p>Councillors Declarations of Interest. To receive and grant Councillors requests for dispensations. None declared at this stage of the meeting.</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 the item when confidential matters may be discussed). There were no members of the public present.</p>	
5	<p>Report from Cornwall Council – Cllr S Daw. No report received.</p>	
6	<p>To receive and approve the Minutes of the Meeting held on the 9th March 2020. The Minutes of the Meeting held on the 9th March 2020 were approved and signed by the Chairman; proposed by Cllr A Moss, seconded by Cllr C Vaughnley and unanimously agreed.</p>	
7	<p>Matters Arising from the Minutes.</p> <p>Item 7 First Aid training. This was on hold owing to the Coronavirus lockdown.</p> <p>Item 7 Seat for St Ive Recreation Ground. The seat had arrived and will be fitted as soon as possible.</p> <p>Item 7 and 16 VE Day Celebrations. The date had passed with no celebrations taking place owing to the Coronavirus lockdown.</p> <p>Item 13 Millennium House Entertainment Licence. It was noted that the licence application queries had been resolved.</p> <p>Item 13 Millennium House Key Audit. The main key-board had been moved into the Parish Council office. The odd keys in the reception office were to be sorted.</p>	PH
8	<p>Planning Applications – To agree that planning applications are circulated to all Councillors and the planning committee informs the Clerk of the response to Cornwall Council, until normal meetings are resumed. Unanimously agreed; proposed by Cllr P Haimes, seconded by Cllr I Vaughan.</p>	

9	<p>Finance –</p> <p>(a) To agree that the authorisation of payments is circulated to Councillors along with the direct debits and creditors / debtors list. It was noted that the accounts were not being circulated on a monthly basis since the Coronavirus lock down but Councillors were authorising payments in the office.</p> <p>(b) To approve and sign the Annual Statement of Accounts for the 2019/2020 financial year. The audit report to be circulated to Councillors and discussed by the Finance Committee. To agree that the Finance Committee also looks at the budget against income and expenditure for the 2019/2020 year. The Annual Statement was approved and accepted. Proposed by Cllr A Moss, seconded by Cllr I Vaughan and unanimously agreed.</p> <p>(c) Zurich Insurance – The Clerk notified the Council that the insurance company has accepted the fidelity guarantee claim for the loss of income.</p>	
10	Correspondence – circulated by the Clerk. Noted.	
11	<p>Play Areas / Recreation Field – to report any matters needing attention.</p> <ul style="list-style-type: none"> ○ Report on the work required to resolve the surfacing material defect at St Ive Recreation Ground. A report from the Outdoor Play People had identified the resin installed was inappropriate for the surfacing material installed. The Clerk will seek further reports and quotes from other play equipment providers. ○ Cutting of playing fields. To resolve who is cutting the fields and how often. Cllr A Moss had cut the fields at Pensilva. Cllr P Haimes reported that the mower needed some maintenance work along with a service, and this was being arranged. Cllr N Libby mentioned the amount of litter being distributed over the fields and people not using the bins. Cllr N Libby offered to assist with the cutting, if required. It was noted that the field at St Ive had been cut today by a local farmer for hay. ○ To report on the opening of the play areas following the coronavirus restrictions. The Clerk and Cllr I Vaughan reported on the opening of the play areas once the signage was in place and the site risk assessments completed. 	Clerk
12	<p>Millennium House –</p> <ul style="list-style-type: none"> ○ To discuss the opening of the building following the Coronavirus (Covid 19) lockdown and what actions need to be taken if this decision is made. Currently, many of the local user groups were staying away. It was agreed that any enquiries for the building would be dealt with if and when received. Cllr M Carr reported that Slimming World had made an enquiry to return and this was being addressed. Cllr T Hodson felt that any bookings needed to be cost 	

	<p>effective based on the money needed to cover staff wages. Following a long discussion it was agreed that the building be open for the Slimming World, Blood Donor Sessions and Gym (all health related matters) and the situation regarding Millennium House be reviewed in August 2020. Proposed by Cllr M Carr, seconded by Cllr A Moss and unanimously agreed.</p> <ul style="list-style-type: none"> ○ Update on the new BT telephone system and fibre connection. The Clerk reported this was ongoing and the system had not yet been installed. 	
13	<p>Parish Matters to be reported and noted by the Clerk. Items for the next agenda.</p> <ul style="list-style-type: none"> ○ Post Office. Cllr M Carr reported that some members of the public were unaware that the post office had to be accessed via the rear of the building. It was confirmed there was a sign on the main entrance door. ○ Electric Car. Cllr A Moss stated that volunteers were not coming forward to use the Age Concern electric car and if not used, it could be taken away. Another advert will be put in the Parish Pump magazine. <p>Agenda items to be forwarded to the Clerk.</p>	AM
14	Date of the next Full Council Meeting. Monday, 10 th August 2020.	
15	To close the Meeting to the press and public. There being no further business; the main meeting closed at 8.40pm.	
16	<p>Closed Session –</p> <ul style="list-style-type: none"> ○ To discuss the continuance of the Parish Clerk working from home. It was proposed by Cllr I Vaughan that the Clerk working from home had maintained continuity throughout the week rather than attending the office two days a week; and this had worked well during the Coronavirus lockdown and should continue. This was seconded by Cllr P Haimes and unanimously agreed. The Clerk stated that she would visit the office and retain meetings with the Finance Officer when required. ○ To discuss the furlough scheme for staff and the changes that come into effect later this year. The scheme to be monitored in line with the government instructions. Staff hours to be reviewed in August 2020. ○ Staff annual leave. It was noted that staff will be taken off the furlough payments one week prior to the end of the furlough scheme and paid annual leave. Annual leave entitlement needed to be taken throughout the year and not accumulated. 	RFO

	The meeting closed at 8.50pm.	
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Dated. 10th August 2020

Signed.