

St Ive Parish Council

Minutes of the St Ive Parish Council Meeting held on Monday, 9th March 2020 in the Village Hall, St Ive at 7.30pm.

Item No.		Action by
1	<p>Those present. P Haines (Chairman), A Moss (Vice Chairman), M Carr, R Farley, T Hodson, C Vaughnley, M Corney, N Libby, K Parkes, S Reilly, I Vaughan.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk) Three members of the public.</p>	
2	Apologies were received from Cllrs. J Bruce, A Haines.	
3	Councillors Declarations of Interest. To receive and grant Councillors requests for dispensations. Cllr. R Farley declared an interest on any matters relating to the Pensilva Community Association (PCA).	
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 21 when confidential matters may be discussed). The Chairman welcomed the public and invited them to address the Council if they so wished. No matters reported.	
5	Report from Cornwall Council – Cllr Sharon Daw. No report received.	
6	To receive and approve the Minutes of the last meeting held on the 10th February 2020. The Minutes of the Meeting held on the 10 th February 2020 were approved and signed by the Chairman; proposed by Cllr I Vaughan, seconded by Cllr A Moss and unanimously agreed by those who attended.	
7	<p>Matters Arising from the Minutes.</p> <p>Item 7 (13) – First Aid Training. The Chairman hoped that the next first aid training session would be held in April 2020. A list of staff and volunteers was being collated and members of the Pensilva Growing Project were welcome to attend. The training could be extended to members of the public, numbers permitting.</p> <p>Item 12 Seat for St Ive Recreation Field. The Chairman will pass details to the Clerk for the seat to be ordered.</p> <p>Item 13 VE Day Celebrations. The Chairman notified the meeting that the Events Group were taking the lead on the events being planned for VE Day, to include a street party (in the sports hall if wet), war time costumes and food; finished with a film night and music. Councillors were asked to assist with events, if required. Cllr A Moss would investigate funding for the celebrations.</p>	<p>PH</p> <p>PH / Clerk</p>
8	Planning applications – to consider the following applications and any other applications received between the publication of the agenda and the meeting.	

	<p>a). PA20/ 01421 Mr David Valentine, Land East of Woodview, Charaton Road, Pensilva – proposed conversion of redundant agricultural barn into dwelling (resubmission of PA19/07540). Support – proposed by Cllr P Haimes, seconded by Cllr T Hodson and agreed by the majority. Cllr M Corney abstained.</p> <p>b) PA20/01484 Mrs Carole Prout, Land East of Charaton Farm, Pensilva – Conversion of redundant barn to dwelling house. Support – proposed by Cllr T Hodson, seconded by Cllr A Moss and agreed by the majority. Cllr M Carr abstained.</p>	
9	<p>Planning decisions / appeals – to report on any planning decisions received.</p> <p>a) PA19/08827 A Wilson, Scrawsdon Farm, Golberdon – Barn conversion into three residential units with detached garaging – Approved.</p>	
10	<p>Finance:- to receive en-bloc the following (a) to (c).</p> <p>a) Authorisation of payments / payroll.</p> <p>b) Direct Debits.</p> <p>c) Creditors and Debtors.</p> <p>Councillors discussed the financial reports (a) to (c). It was proposed by Cllr A Moss, seconded by Cllr I Vaughan and unanimously agreed they be approved.</p> <p>Cllr T Hodson suggested the advertising for the Parish Pump magazine be paid in advance with a discount for six or twelve monthly advertising.</p> <p>d) To approve the public works loan board application for the funds needed to replace the roof of Millennium House. Councillors agreed that an application be made to the Public Works Loan Board to obtain money for the new roof on Millennium House. Proposed by Cllr A moss, seconded by Cllr I Vaughan and unanimously agreed the roof was in a poor condition and in need or replacing. Three quotes had been obtained. The cost being £48,000 plus Vat.</p> <p>e) Parish Council purchases – protocol for purchasing goods. The Chairman reported that all purchases for the parish council should be made using one of the parish council debit cards. These were held by himself (in the parish council office), or the Millennium House caretaker. Purchases should be made upon the approval of himself, the parish clerk or the finance officer.</p>	Clerk/ RFO
11	<p>Correspondence – tabled by the Clerk and circulated to Councillors.</p> <p>The Chairman was unable to attend the Mayor Civic Service at Callington Town Council.</p> <p>The Clerk will put a link onto the parish council notice board for the Cornwall Council road closures.</p>	Clerk
12	<p>Play Areas / recreation Field – to report any matters needing attention.</p> <p>o Report on the surfacing material at St Ive Recreation Ground. Cllr I Vaughan notified the meeting that the Parks & Open Spaces Committee had debated this matter. With a lack of support from the company who installed the equipment and surfacing; and given their comments</p>	

	<p>not to honour any guarantee the committee had decided to seek the views of the Cornwall Council Trading Standards department. Cllr C Vaughnley suggested a claim be made against the company through the small claims court. Cllr T Hodson suggested the company (Sovereign Play) should go back to the manufacturer of the surfacing and coating material.</p> <ul style="list-style-type: none"> ○ Funding for play park / Recreation Charity. Councillors raised no objection to the use of the funding for the surface edging repairs at the Millennium House play area. Martin (caretaker) had now attend an inspection training course that enabled him to competently complete inspections of the play areas. 	
13	<p>Millennium House:-</p> <ul style="list-style-type: none"> ○ To resolve that a freezer is purchased for the bar. Item deferred for a future agenda. It was confirmed that the issues with the current storage of ice had been corrected as bar staff were now using plastic containers to catch surplus water leaking from the bubble bags and this prevented a build up of ice and freezing everything together. Cllr A Moss stated that the Clerk had investigated the modern ice making machines. ○ Entertainment PRS/PRL licence application – update. Cllr A Moss explained that the previous two licences had combined into one (the Performing Rights Licence) and this was partly why the renewal costs appeared high. The licence had to be purchased to allow the Millennium House to operate. Cllr T Hodson felt the renewal cost should be challenged. Some Councillors felt that the clubs who needed the licence to enable them to hold a function should contribute through an increased hire charge. Could PCA run some of the events under their charitable status? It was felt the building may need charitable status. This was a discussion that could be held at another meeting. ○ Key Audit and list of key holders. The Chairman had almost completed the key audit, questioning those who held keys whether they actually needed them. It was suggested that staff only need to take home a front door key and fob. Keys for rooms within the building will be held in the reception office. The main key board (spare keys) will be moved out of the cleaning cupboard into the Parish Council office. ○ Mel Bar. Cllr I Vaughan suggested that the existing stock of loyalty cards be used from the 1st April 2020 but marked to identify the new financial year. The cards will continue to be offered at the cost of £10.00 (ten pounds). ○ Function Room. Cllr M Carr advised the meeting that quotations had been received for replacing the floor in the function room. The existing carpet to be removed and replaced with a hard, wooden type floor. The skittle group were prepared to fund raise to help with the costs as the new floor would enable the group to upgrade the skittle alley in line 	<p>AM</p> <p>PH</p> <p>MC RF</p>

	with the requirements of the game and discard the old portable allies that were deteriorating. A new floor would be better suited for functions and private parties. Cllr R Farley offered to investigate lottery funding and Cornwall Councillor Sharon Daw will be contacted for a donation from her Community Chest fund.	Clerk
14	Neighbourhood Plan and Climate Change – reports from groups, if available. Cllr M Corney reported on the sixth and final climate change permaculture meeting held on the 29 th February 2020. The Chairman stated that the free trees from the Woodland Trist had started to arrive, with the first half already received. Plans were being made for the planting sessions.	
15	Risk Assessments – report from Cllr A Moss. Cllr A Moss asked Councillors to volunteer to assist with the financial risk assessments that were carried out every few weeks. These were completed in the office in conjunction with the Finance Officer who would confirm the answers to any questions raised.	
16	VE Day Celebrations – 8th May 2020. Discussed under item 7 of this meeting.	
17	Parish Matters to be reported and noted by the Clerk. Items for the next Agenda. <ul style="list-style-type: none"> o Pensilva Community Association (PCA) charity status. 	
18	Dates for Committee Meetings (Meetings to be cancelled if not required). <ol style="list-style-type: none"> a) Planning – Monday, 23rd March 2020 at 7.00pm b) Finance & Admin – Monday, 23rd March 2020 at 7.30pm c) Parks & Open Spaces – Friday, 27th March 2020 at 11.00am d) Personnel – Monday, 6th April 2020 at 6.30pm e) Millennium House Management Committee – Monday, 6th April 2020 at 7.15pm. 	
19	Date of the next Full Council Meeting – Tuesday, 14 th April 2020 at Pensilva (please note change of day owing to the Easter Bank Holiday Monday).	
20	To close the Meeting to the press and public. There being no further business the meeting closed at 9.10pm.	
21	Closed Session, if required to discuss staffing or confidential matters. No closed session required.	

It was noted at the end of the meeting that the country was experiencing a worldwide pandemic, the Coronavirus (Covid 19) and that this may affect not only meetings in the immediate future but the running of Millennium House and the lives of parishioners. The Chairman reported that hand sanitiser was available in the building for staff and members of the public. Cllr M Corney advised councillors to prepare for virtual meetings and video conferencing as this may be required.

Dated.

Signed.