**St Ive Parish Council**

**Minutes of the Meeting of St Ive Parish Council held on Monday, 8th November 2021 at 7.30pm in the Millennium House, Pensilva.**

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| **Item** **No.**  |  | **Action****by** |
| **1** | **Those present.** Cllrs. A Moss (Chairman), I Vaughan (Vice Chairman), M Carr,R Farley, C Vaughnley, M Corney, T Hodson, R Greenhough, P Mann, J Bruce, S Doe.**Also attending.** Mrs J Hoskin (Parish Clerk) Three members of the public  |  |
| **2** | **Apologies** for absence were received from Cllrs. N Libby, N Gisby. |  |
| **3** | **Councillors Declarations of Interest. To receive and grant Councillors requests for dispensations.** Cllrs. J Bruce and R Farley declared an interest on any matters relating to the Pensilva Community Association (PCA).Cllr J Bruce declared an interest on any matters relating to the St Ive Community Resilience Project.  |  |
| **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 17 when confidential matters may be discussed).** The Chairman welcomed the members of the public and invited them to address the council if they so wished. A couple spoke about an appeal they had lodged against Cornwall Councils decision to refuse their planning application PA20/10656. They outlined the proposals and the planning officers’ reasons for the refusal. They hoped the parish council would support the appeal.  (Two members of the public left the meeting at 7.42pm) |  |
| **5** | **Report from Cornwall Council ward member – Cllr S Daw.** No report received. |  |
| **6** | **To receive and approve the Minutes of the Meetings held on the 11th October 2021.** Given the timescale for the publication of the minutes in relation to the meeting, it was agreed to defer the approval of the minutes until the next meeting**.**Proposed by Cllr C Vaughnley, seconded by Cllr R Farley and agreed by the majority. Cllr M Corney abstained. |  |
| **7** | **Matters Arising from the Minutes.****Item 10 – Bus Shelter.** It was confirmed the bus shelter would be cleaned once the trees around the shelter had been trimmed. **Item 12 – Ladies darts.** Cllr M Carr stated the ladies darts team would use the Mel Bar for home fixtures and this may not be a sequence of every other week, as recorded in the minutes.**Item 12 Florescent tubes –** It was noted that arrangements had been made for the collection of the florescent tubes.  |  |
| **8** | **Planning Applications – planning applications to be recorded.**1. **PA21/09901 Mr Richard and Miss Abi Lucas, Lower Tokenbury Riding School, land south west of Bramble Cottage, Lower Tokenbury Road, Pensilva – Proposed new equestrian dwelling with variation of condition 3 of decision PA20/07408 dated 22/01/2021.** Cllr T Hodson explained the current restrictions for condition 3 and why a request had been made to change this. The application was supported, proposed by Cllr T Hodson, seconded by Cllr I Vaughan and unanimously agreed.
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| **9** | **Finance – to receive en-bloc the following items (a) to (c) as circulated by the Finance Officer.**1. **Authorisation of payments / payroll.**
2. **Direct Debits.**
3. **Creditors and Debtors.**

The council accepted the figures in reports (a) to (c). Proposed by Cllr J Bruce seconded by Cllr M Carr and unanimously agreed.1. **To approve the recommendation from the Finance Committee that the precept for 2022/2023 is £94,000 (the same as the current financial year).**

It was proposed by Cllr A Moss, seconded by Cllr I Vaughan and unanimously agreed the recommendation from the Finance Committee be accepted for a precept of £94,000 for the 2022/2023 year. The Clerk confirmed the precept grant.  |  |
| **10** | **Correspondence – forwarded to Councillors / Clerks report.** Noted. |  |
| **11** | **Play Areas / Recreation Fields (Pensilva and St Ive) – to report any matters needing attention.** No matters reported. Cllr J Bruce reported on email received from a local resident concerning the Pensilva play area.  |  |
| **12** | **Millennium House –*** **To discuss the recommendations from the MHMC not to open the Mel Bar on Tuesdays.** Having listened to members of the MHMC the council understood that they needed to take back control as to when the bar opened and who authorised this. Councillors noted the reasons for opening the bar on a Tuesday when the function room was in use it made perfectly good sense to do this. The member of bar staff had been given the task to make the Mel Bar a success and was trying to do this. Having stressed that the opening times be decided by the Council it was proposed by Cllr T Hodson, seconded by Cllr C Vaughnley and supported by the majority of seven that the Mel bar opens from 7.00pm – 11.00pm on a Tuesday evening when the function room is in use.

Cllr R Farley stated that the monitoring of the member of bar staff that she had carried out along with Cllr S Doe could now be passed back to Cllr I Vaughan. * **To review the opening times of the Mel Bar for the Christmas and New Year period.** It was agreed to open the Mel Bar on Christmas Eve (normal times) and Christmas Day from 12.00 noon until 3.00pm and New Years Eve from 5.00pm until 1.00am. It was noted that extra staff may be needed on New Years Eve. This will be arranged. It was too late to organise music in the function room for this New Years Eve.
* **To review the opening of the Millennium House building for the Christmas and New Year period.** It was agreed the Millennium House closes on the 24th December 2021 and re-opens on the 3rd January 2022. Should enquiries be made about the use of the function room, this will be considered at the time.
* **First Aid Training.** Being arranged by the Clerk.
* **To agree that the National Minimum Wage is paid from April 2022.**

The Council accepted the increase in minimum wage from the 1st April 2022 to £9.50 per hour.* **To discuss the recommendation from the MHMC that an evening receptionist / general assistant is employed as and when required.** Having looked at options and the lack of volunteers in the evenings, it was proposed by Cllr J Bruce, seconded by Cllr P Mann and unanimously agreed that two receptionists / general assistants be appointed to work as and when required, with a zero hours contract and to work a maximum of eight hours. This would take the pressure off volunteers and support the bar staff.
* **To agree to pay for cover for the Caretaker during holiday / sickness periods.** Agreed, to ask another member of staff to cover these hours; proposed by Cllr J Bruce seconded by Cllr C Vaughnley and unanimously agreed.
* **To accept the recommendations from the MHMC that the St Ive Community Resilience Group be allowed to hold a climate repair café once a month in the Art & Craft Room free of charge for a 3 month trial period.** The council agreed to accept this recommendation, proposed by Cllr S Doe, seconded by Cllr I Vaughan and unanimously agreed. The groups to start in January 2022.
 | Clerk |
| **13** | **Queens Platinum Jubilee 2nd – 5th June 2022. To look at the options for an event.** Twelve people attended the public meeting held on the 4th November 2021 to gauge parishioners feeling on what kind of event should be held to commemorate the Jubilee in June 2022. It was suggested that a barn dance be held on the Saturday and a street party or picnic in the park on the Sunday. The Clerk will obtain information from Cornwall Council on the regulations for a road closure.  | Clerk |
| **14** | **Matters to be reported and noted by the Clerk / Items for the next Agenda.*** **Reminder of the Remembrance Service on Sunday, 14th November 2021.** The hand made wreaths had been donated by Gorfenna and Cllrs R Farley and S Doe were thanked for organising this. It was agreed to give the annual donation to the Royal British Legion Poppy Appeal. Proposed by Cllr A Moss, seconded by Cllr M Corney and unanimously agreed. Cllrs A Moss and M Corney will lay this years wreaths on behalf of the parish council.
* **Parish Council Website.** The Clerk reported the parish council website was not working. The Millennium House website was also down. It was established that the annual hosting fee had to be paid and the Chairman and Finance Officer were getting this done.
* **Staff and Volunteers Christmas voucher.** Agreed to give all staff and volunteers an annual Christmas voucher of £ 20 each. Proposed by Cllr I Vaughan, seconded by Cllr J Bruce and unanimously agreed.
 | AM/MCAM/RFOAM |
| **15** | **Date of the next Full Council Meeting –** Monday, 10th January 2022.(no meeting in December as per the Councils Standing Orders) |  |
| **16** | **To close the Meeting to the press and public.** The time being 9.02pm |  |
| **17** | **Closed session, if required to discuss staffing, contracts or confidential matters.**A discussion was held with the parish clerk and it was agreed the minutes be published as soon as possible after the meeting (within ten working days). Proposed by Cllr I Vaughan, seconded by R Farley and unanimously agreed.The Clerk confirmed that she continued to be in the office on a Wednesday morning unless on annual leave or having to come up later in the day.  |  |

Dated Signed