

## St Ive Parish Council

**Minutes of the Meeting of St Ive Parish Council held on Monday, 13<sup>th</sup> November 2023 at 7.00pm in the Millennium House, Pensilva.**

Item No.		Action by
1	<p><b>Those present.</b> Cllrs. A Moss (Chairman), I Vaughan (Vice Chairman), T Hodson, S Willis, P Mann, N Libby, M Corney, P Steer, M Carr, J Bruce.</p> <p><b>Also attending.</b> Mrs J Hoskin (Parish Clerk)</p>	
2	<p><b>Apologies</b> for absence were received from Cllrs. C Vaughnley, R Farley.</p>	
3	<p><b>Councillors Declarations of Interest. To receive and grant Councillors requests for dispensations.</b> Cllr Bruce declared an interest on agenda item 15 and any matters relating to the Pensilva Community Association (PCA). Cllr Moss declared an interest on agenda item 14 – All Being Well Fitness Centre.</p>	
4	<p><b>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 23 when confidential matters may be discussed).</b> There were no members of the public present.</p>	
5	<p><b>Report from Cornwall Council Ward Member – Cllr S Daw.</b> No report received. Councillors continued to express their disappointment at the lack of communication from Cllr Daw.</p>	
6	<p><b>To receive and approve the Minutes of the Meeting held on the 9<sup>th</sup> October 2023.</b> The minutes of the meeting held on the 9<sup>th</sup> October 2023 were approved by the majority and signed by the Chairman following an amendment to Item 13 – the make and model of the community vehicle being a Vauxhall Combo . Proposed by Cllr Vaughan, seconded by Cllr Mann. Cllrs Moss and Libby abstained.</p>	
7	<p><b>Matters arising from the Minutes.</b> <b>Item 19 Emergency Plan-</b> Cllr Corney had circulated an electronic copy of the Emergency Plan to Councillors. A file was also held in the office. The plan was to be updated and it was suggested a report be written for the parish magazine inviting any individuals or businesses that could assist in an emergency situation to come forward and be listed as a contact.</p>	Clerk

8	<p><b>Planning Applications / Planning Matters – to note and record planning applications received before and after the publication of the agenda, and the response from the planning committee.</b></p> <p>a) <b>PA23/08893 Suncroft, Princess Road, Pensilva – Conversion of garage into utility room, including the addition of 3 windows, 2 doors and removal of existing garage doors.</b> Support with the comment that this conversion may result in extra cars having to park on the road. Proposed by Cllr Hodson, seconded by Cllr Moss and unanimously agreed.</p>	Clerk
9	<p><b>Finance – to receive en-bloc the following items (a) to (c) as circulated by the Finance Officer.</b></p> <p>a) <b>Authorisation of payments / payroll.</b></p> <p>b) <b>Direct Debits.</b></p> <p>c) <b>Creditors and Debtors.</b> It was proposed by Cllr Hodson, seconded by Cllr Mann and unanimously agreed items (a) to (c) be approved. It was noted that an error had occurred whilst processing the staff payments and these has not been BACS transferred on time. It was agreed that pay dates be reviewed but must be completed within the first three days of the month following the month to which the pay refers.</p> <p>d) <b>To approve the transfer of funds from the deposit account to the current account.</b> The council approved the transfer of funds up to 30,000 as and when required. Proposed by Cllr Vaughan , seconded by Cllr Willis and unanimously agreed.</p> <p>e) <b>Staff Christmas bonus December 2023.</b> Resolved to give each member of staff a 20.00 voucher. Proposed by Cllr Vaughan, seconded by Cllr Carr and unanimously agreed.</p> <p>f) <b>To receive and approve the recommendations from the Finance &amp; Admin committee meeting for the 2024/2025 precept.</b> The Council unanimously supported the recommendation from the Finance &amp; Admin Committee to request a precept of 94,000 for the 2024/2025 financial year. Proposed by Cllr Bruce, seconded by Cllr Vaughan.</p>	RFO  AM  Clerk
10	<p><b>Correspondence to be noted.</b> Circulated and noted. It was agreed that the writer of a letter from the Community Speed Watch Group be advised to contact Cornwall Councillor Sharon Daw for funding or asks the group co-ordinator to seek any funding required.</p>	Clerk

11	<p><b>Report from Committees and to consider and approve any recommendations for their meetings.</b></p> <ul style="list-style-type: none"> <li>• <b>Millennium House Management and Personnel Committee.</b> Nothing to report.</li> <li>• <b>Parks &amp; Open Spaces Committee.</b> The committee had recommended the new parish notice board be fixed in the car park at St Ive Recreation Field rather than replaced on the wall of the village hall. Progress was being made to refurbish the cast iron directional sign at St Ive Cross.</li> <li>• <b>Neighbourhood Development Plan Working Group.</b> It was noted the NDP Group would have their own website along with a link from the parish council website. The next meeting was being held on the 14<sup>th</sup> November. Funding from Locality was expected this week. A walkabout was to be arranged with someone from the design team at Cornwall Council. The group were keen to submit updates in the parish magazine.</li> </ul>	PS
12	<p><b>Parish magazine editing and printing of the December issue.</b> Cllr Bruce had offered to produce the December edition if a new editor had not been found. It was suggested a new email address be set up for the submitting of articles and contacts. <a href="mailto:stiveparishpump@gmail.com">stiveparishpump@gmail.com</a></p>	JB
13	<p><b>Update on the provision of a community vehicle.</b> The conversion work and sign writing were being carried out on the vehicle and insurance needed to be sorted. The vehicle would be restricted to drivers over 25 years of age, with no convictions. Drivers to be checked and asked to produce their driving licences. The electric charging points will be serviced.</p>	AM
14	<p><b>Update on the future of the All Being Well Fitness Centre based at Millennium House / feedback from the meeting held on the 20<sup>th</sup> September.</b> Cllr Moss declared an interest and abstained. Following a discussion, it was agreed the parish council could not take on the management of the fitness centre in it's current status; proposed by Cllr Hodson, seconded by Cllr Vaughan.</p>	
15	<p><b>Future of the coffee shop and response from PCA following their recent meeting.</b> Nothing reported.</p>	
16	<p><b>Pensilva Village Hall.</b> Cllr Carr notified the meeting she was coming off the Pensilva Hall Committee as the representative from the parish council. Councillors were asked if anyone would like to take on this role.</p>	
17	<p><b>St Ive Village Hall – update from the Village Hall Committee on proposals for a new building.</b> The council had received no official requests from the St Ive Village Hall Committee to build a new hall at the recreation field, and they had not asked to meet with representatives from the parish council. Cllr Corney had not received the information needed for the Charity Commission. It was agreed that no further action be taken at this time.</p>	

18	<p><b>To appoint a parish council representative for the Tamar to Moors Cornwall Council Community Area Partnership meetings.</b> It was proposed by Cllr Vaughan, seconded by Cllr Hodson and unanimously agreed to appoint Cllr Corney as the parish council representative for the Tamar to Moors Community Area Partnership.</p>	MC
19	<p><b>Matters to be reported and noted by the Clerk / Items for the next agenda.</b></p> <ul style="list-style-type: none"> <li>• <b>Remembrance Sunday</b> – The Remembrance Sunday wreaths had been laid at St Ive by Cllr Corney and at Pensilva by Cllr Moss.</li> </ul>	
20	<p><b>Date of next Full Council Meeting</b> – Monday, 8<sup>th</sup> January 2024 subject to change.</p>	
21	<p><b>Closed Session, if required to discuss staffing, contracts and confidential matters.</b> None required.</p>	
22	<p><b>To close the meeting.</b> There being no further business the meeting closed at 8.40pm.</p>	

Dated

Signed