

**Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 15<sup>th</sup> December 2015 at 7.30pm.**

**1.. Councillors Present:** Cllrs. D Hicks (Chairman), G Clemerson (Vice Chairman), A Budd, D Brent, N Easton, J Gale.

**Also attending:** Mrs J Hoskin (Parish Clerk) and Cllr S McWilliam (Cornwall Council).

In the absence of the Chairman at the start of the meeting, Cllr G Clemerson conducted the business until the Chairman arrived.

**2. Apologies** for absence were received from Cllrs. D Skelton, D Smith, Mrs W Trewin, T Brewer.

**3. Members Declarations of Interest on items on the Agenda:**

Cllr N Easton declared an interest on Agenda Item 12 – Allotments.

The Clerk notified Councillors that Cornwall Council had not received up to date Members Register of Interests forms and it had been suggested that all Councillors complete new forms, apart from Cllr D Smith who had recently submitted his form.

Councillors present were given forms to complete and return to the Clerk.

**4. Minutes of the last Meeting:** The Minutes of the Meeting held on the 17<sup>th</sup> November 2015 were approved and signed by the Vice Chairman following an amendment to Item 14 – deleting the words following the 9<sup>th</sup> November 2015.

**5. Matters Arising:** There were no matters arising from the minutes.

**6. Cornwall Council update:** Cllr S McWilliam reported that the new Chief Executive had been appointed and Kate Kennedy would take up the position on the 16<sup>th</sup> January 2016.

Cllr S McWilliam also spoke about the changes in housing numbers and the local plan.

The Cornwall Councillor boundaries were to be reviewed before May 2017 and it was thought that the number of councillors would be reduced.

The Clerk spoke about paperless planning and the decision by Cornwall Council to stop sending out applications to local councils and the disadvantages this could have for small rural councils. Training was being provided. Parish Councils were only consultees amongst other organisations. Various options were available for clerks to obtain A3 printers or IT equipment to project plans at meetings. Cllr N Easton offered to borrow a projector to show how an application could be displayed on a screen.

**7. South Hill Parish website / Parish Council website – to discuss the options and costs available:**

The Clerk reported on an email from Cllr Dan Smith who had submitted an application to the Cornwall Association of Local Councils (CALC) to cover the setting up costs for a new website including the hosting and the name registration. Also some staff costs and monthly administration. (see also Item 17 of this meeting).

**8. Highway Matters:** Cllr S McWilliam had noted reports of the cats eyes and white lines that needed replacing at Trevigro, Maders and Trevornick. Work had been carried out in various areas to repair potholes. Sections of road surface that had been repaired were considered to be satisfactory

but more work was needed and it was felt that if work could be carried out to repair larger areas this would, in the long term, be more cost effective.

**9. Neighbourhood Plan:** Cllr G Clemerson reported that a meeting the previous week was well attended with a lot of enthusiasm to move the project forward. It had been agreed that the committee carry out the work themselves, seeking professional advice if needed.

The Parish Council will receive updates, when available.

Cllr S McWilliam advised that commissioning reports for specific topics could be shared with other parishes.

**10. Recreation Field:** It was noted that Cllr D Skelton was obtaining costs for the tree trimming work. Cllr N Easton looking at costs for new equipment (monkey bars).

**11. Hawkins Trust:** It was reported that the Parish Council were required to have a trustee on this organisation. Cllr D Skelton will be asked to provide a copy of the up to date accounts, once available. Agreed to remove this item from the monthly agendas unless there was something to report.

(Cllr D Hicks joined the meeting at 8.25pm)

**12. Allotments:** The Chairman and Clerk had obtained a copy of an allotment tenancy agreement from CALC. Councillors reviewed the contents of the agreement and it was stated that aspects of the agreement could be set at the councils' discretion, and could include the sub-dividing of plots and conditions in relation to the paths and hedges. The question was asked as to whether or not the allotments should be limited to parishioners or possibly made available to those living within three miles of the parish?

It was agreed that Councillors consider a draft document with the proposal to issue the new agreement in March when tenancies are renewed.

**13. Grazing Licence:** It was agreed that the Clerk pursues a county court judgement if the money owed had not been paid following the submission of a small claims court application.

Cllr J Gale offered to assist the Chairman and Clerk if help was needed in setting the rent charge for the forthcoming year.

**14. Footpaths:** Nothing to report.

**15. Standing Orders:** Nothing to report.

**16. Representative Reports, if available:**

- **Caradon Community Network** – No meetings held.
- **Police** – No report received.

**17. Transparency Code – report from Clerk on training event:** The Clerk had attended a seminar organised by CALC on the 26<sup>th</sup> November 2015 and reported on the requirements of the code, adopted in April 2015, but having to be implemented by Council on or before the 2017/2018 financial year. The Council had already addressed aspects of the code by publishing agendas and minutes. Various other items need to be published including payments over the value of £100. The Chairman asked Councillors to think about the website provision needed to comply with the transparency code and whether or not the Parish Council should expand its information currently publish on the South Hill Connection website or set up an independent site. Some felt that the

current website was sufficient to accommodate the additional requirements of the transparency code and a new site would need enough information to keep it informative and interesting to those who viewed it.

**18. Planning:** There were no planning applications presented for consideration at this meeting.

**19. Accounts / Financial Matters:** The Council approved the accounts presented for payment. Cheques listed as Part 2 of these minutes.

**Precept 2016/2017:** The Chairman presented a draft precept budget for 2016/2017 and it was agreed to request a precept of £6,000 (six thousand pounds), proposed Cllr N Easton, seconded by Cllr J Gale, all in favour.

**20. Correspondence:**

- **Sherryl Murray MP** –Christmas card and season’s greetings to the Parish Council.

**21. Parish Matters / Any other Business:**

- **Provision of three parish benches** – The Chairman was obtaining costs for a disabled bench seat.
- **Incident in Village:** Cllr A Budd notified the Council of an incident in the village and Cllr S McWilliam stated that she had spoken to the local PCSO.

**22. Public Session:** There were no members of the public present.

**23. Date of the next Meeting:** Tuesday, 19<sup>th</sup> January 2016

**24. To close the Meeting:** There being no further business the meeting closed at 9.30pm.

Dated: 19<sup>th</sup> January 2016

Signed