

**Minutes of the South Hill Parish Council Annual General Meeting held in the Parish Hall, Golberdon on Tuesday, 15<sup>th</sup> May 2018 at 7.30pm.**

**1.. Councillors Present:** Cllrs. D Hicks, D Smith, Mrs W Trewin, Mrs L Moir, T Brewer, A Budd, J Gale, D Skelton, N Easton, D Brent.

**Also attending:** Mrs J Hoskin (Parish Clerk)  
Two members of the public

**2. Public Session:** Cllr. D Hicks welcomed everyone to the meeting and invited the members of the public to address the council, if they so wished. No matter were reported.

**3. Apologies for absence:** There were no apologies for absence.

**4. Members Declarations of Interest:** Cllr. D Smith declared an interest on Agenda Item 8 – planning application PA18/03342.

**5. Election of Chairman and Vice Chairman for the forthcoming year.**

**Chairman** – It was proposed by Cllr T Brewer, seconded by Cllr Mrs W Trewin and agreed by the majority that Cllr D Skelton be elected Chairman for the forthcoming year.

It was proposed by Cllr D Brent that Cllr D Hicks be elected as Chairman. Cllr Hicks thanked his colleague for the nomination but notified the council he intended to stand down from the position. Cllr D Skelton accepted the position.

Cllr D Hicks, as the outgoing Chairman conducted the remainder of the business for this meeting.

**Vice Chairman** – It was proposed by Cllr Mrs W Trewin, seconded by Cllr J Gale and unanimously agreed that Cllr D Smith be elected as Vice Chairman. There were no other nominations. Cllr D Smith accepted.

**6. Minutes – To approve the Minutes of the Meeting held on the 17<sup>th</sup> April and 24<sup>th</sup> April 2018.**

The Minutes of the Meeting held on the 17<sup>th</sup> April 2018 were approved and signed by Cllr D Hicks. Proposed Cllr J Gale, seconded Cllr Mrs W Trewin and unanimously agreed.

The Minutes of the Extraordinary Meeting held on the 24<sup>th</sup> April 2018 were confirmed and signed by the Chairman, proposed Cllr J Gale, seconded Cllr Mrs L Moir and unanimously agreed, noting that the applicants did not attend in person but had submitted a written report that was read out at the meeting.

**7. Matters Arising except matters listed below from the Meeting held on the 17<sup>th</sup> April 2018.**

**Item 8b) to agree funding for the renewal of the broadband contract for the Village Hall.** It was noted that the wi-fi had been funded by money from the Trefinnick Solar Farm Community Benefit Fund and SHARE.

**Item 10 Parish Council Policies.** Cllr D Skelton reported that copies of the code of conduct and handling complaints policy were not published on the parish council website.

**Item 12 Parish Hall** – It was confirmed that the Heritage Preservation Surveyor (not Officer) had attended the hall to identify the work required.

## 8. Planning Applications / Planning Matters:

**PA18/02989 Lower Woodland Farm, South Hill Road, Callington – Proposed demolition of existing livestock shed and erection of replacement.** The Council support this application providing the screening boundary hedge is maintained. Proposed Cllr D Brent, seconded Cllr D Skelton and unanimously agreed.

### **PA18/03342 Land North of Jordan, South Hill. Callington – Change of use and extension to the redundant agricultural barn to residential.**

Cllr D Smith declared an interest and left the meeting for this item.

Reference was made to the polies of the Cornwall Structure Plan in relation to the structural condition of the building, and noting the fact it would provide housing to a local family.

The Parish Council support this application that will provide accommodation for a local family. The services are already provided and the proposed development will not affect any neighbouring properties. Proposed Cllr Mrs L Moir, seconded Cllr J Gale and unanimously agreed.

**Swallows Rest PA17/09824** Cllr D Hicks reported on communications with the planning officer. Most of the concerns had now been addressed in relation to aspects of the application and it was agreed to show support for this proposal.

## b) Planning Enforcement cases in South Hill and neighbouring parishes – update if available.

- **Pine Ridge** – The Clerk will again request a copy of the case file for this site.
- **Kerney Bridge** – It was noted that a new enforcement officer had been assigned to this case.
- **Trevigro Honeybee Farm** – The application had been withdrawn. The Clerk will ask that enforcement has started on this site.
- It was agreed that a letter be sent to the Cornwall Council Chief Executive Kate Kenally expressing the Parish Councils disappointment in the lack of communication in general from the Planning Enforcement section. Cllr N Easton felt the County Councillors should be held to accounts and Cllr J Gale notified the meeting that less information was now available on the Cornwall Council website owing to the new General Data Protection Regulations.

## 9. Accounts / Financial matters:-

- a) **To approve accounts presented for payment.** The Council approved the accounts as presented, proposed Cllr J Gale, seconded Cllr Mrs L Moir and unanimously agreed. Cllr D Skelton declared an interest and abstained.

932	Cornwall Association Local Councils – annual subscription	£ 224.26
933	Playsafety Ltd – ROSPA report	£ 109.20
934	South Hill Parish Hall – room hire	£ 36.00
935 / 936	J Hoskin / HMRC – clerks payments	£ 197.95
937	D & SA Skelton – fencing materials for playing field	£ 22.68
938	South West Water – Maders & Golberdon fields	£ 43.62

## b) To approve the year end accounts for 2017/2018 and complete the annual return form.

Councillors were presented with a copy of the accounts for 2017/201/ along with the annual governance and accounting statements. It was proposed by Cllr J Gale, seconded by Cllr Mrs W Trewin and unanimously agreed to approve these.

**10. Parish Council s’ updated list of assets to be approved.** Cllr D Skelton had circulated the updated list of assets and continued to work on this document adding costs for the play equipment and insurance values.

**11. Cornwall Council update – Cllr Sharon Daw.** No report received.

**12. Parish Hall – to address any matters concerning the Hall and receive a report from the Committee, if required. To open quotations for replacing the hall floor and associated works.**

The Council had received two quotations for the work required:-

Quotes A and B were addressed and it was proposed by Cllr D Smith, seconded by Cllr J Gale and unanimously agreed that the Hall Committee make the final decision, although the Council did recommend that hard wood was used in preference to soft wood.

The Clerk will make enquiries with SITA as to whether or not funding would be available for this project.

**13. Highway Matters – to report highway matters requiring attention. Speeding at Brays Shop – update from Chairman on the provision of speed advisory signs.**

- An Officer from Cormac had visited the site and established the costs to install and maintain speed advisory signs. Cllr D Hicks will continue to liaise with Linkinhorne and Kelly Bray Parish Councils.
- The landowners at Bicton Bridge will be asked to remove the sign. Cormac will install a new sign.
- Tregonnett – It was noted that some road surface repairs had been carried out.

**14. Recreation Field – to report on the maintenance work completed and any work outstanding.**

The contractor had identified Japanese Knotweed in the field. This will be reported to Cormac who already treated these plants outside the village hall. Cllr D Hicks will arrange for someone to address the moles in the field.

Cllr T Brewer had picked up a section of wire and a bolster found on the field, that could have potentially damaged the mower if left on the ground.

Cllr D Hicks will obtain costs for two new benches to replace the damaged benches in the play area.

**15. Allotments – new tenancies and management of plots.** It was reported that at least two allotment holders were not maintaining their plots. Having written to one allotment holder a letter will be sent to the other tenant.

**16. Footpaths – trimming work / way marker discs and stiles.** Cllr A Budd continued to monitor the paths and reported that anti-slip surfacing was required at Lansugle. Councillors were asked to report back on any work required on the paths in their area. The Clerk will ask Cormac why the way marker discs and stiles had not been delivered.

Cornwall Housing will be asked to repair the fencing at Moorland View car park.

It was reported that contractors had done an excellent job to the fencing on the diversion of Footpath 21 at The Old Post Office, Golberdon although the surfacing had not been finished.

**17. Report from the Caradon Community Network Meeting, if available.**

**18. Appointment of Data Protection Officer for the Parish Council.** The Clerk reported on the CALC and Cornwall Council data protection training events. It was agreed that the Clerk takes on the role of Data Protection Officer for the Parish Council.

**19. Correspondence / reports to be tabled by the Clerk.**

- Clerks and Councils Direct magazine May 2018.

**20. Parish Matters / Any other Business and items for the next agenda.**

- **Permission to use field** – It was agreed to allow a local resident the use of the field and play area for games as part of his 40<sup>th</sup> birthday celebrations, requesting that a donation be given for the use of the field. Cllr D Skelton suggested a standard letter be drafted for these type of requests.
- **Village Hall Toilet** – Cllr T Brewer reported the toilet required cleaning. Cllr Mrs L Moir will arrange for this to be done.
- **Bus Stop** – The location of the bus stop at Golberdon was discussed. Enquiries will be made with the CC Passenger Transport Unit as to its designated location.

**21. Date of the next Meeting.** Tuesday, 19<sup>th</sup> June 2018.

**22. To close the Meeting to the public.** There being no further business the meeting closed at 9.30pm.

**23. Closed Session (excluding the public owing to the confidential nature of the business being discussed). Pensions Regulator – work place pension scheme and the options available for the parish council.** Nothing to report, awaiting information from Cornwall Council.

Dated: 19<sup>th</sup> June 2018

Signed: