

Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 19th June 2018 at 7.30pm.

1.. Councillors Present: Cllrs. D Skelton (Chairman), D Smith (Vice Chairman), D Hicks, D Brent, Mrs L Moir, Mrs W Trewin, T Brewer, N Easton, A Budd.

Also attending: Mrs J Hoskin (Parish Clerk)
Cllrs. S Daw and J Flashman (Cornwall Council)
Two members of the public

Newly elected Chairman, Cllr D Skelton thanked all for attending stating the Parish Council were in a strong position with all members being elected in May 2017, and councillors all having a good attendance record. Cllr Skelton had recently attended a CALC training session and would over the next twelve months seek advice, consult when needed and take actions to get things done.

2. Public Session (30 minutes): The Chairman welcomed everyone to the meeting and invited the members of the public to address the council if they so wished.
The applicant for planning application PA18/04410 spoke about the changes that had been made to the design of the scheme from a previous application and the consultation with neighbours.

3. Apologies for absence were received from Cllr. J Gale.

4. Members Declarations of Interest on items on the Agenda:

Cllr D Skelton declared an interest on Agenda Item 8 – planning application PA18/04410.
Cllr T Brewer declared an interest on Agenda Item 8 – planning application PA18/05207

Members Declarations of interest missing on the CC website: It was noted that not all Councillors declaration forms were posted on the Cornwall Council website. The Clerk will question why?

5. Minutes: The Minutes of the Meeting held on the 15th May 2018 were approved and signed by the Chairman following an amendment to Item 13 (Stoke Climsland not Kelly Bray). Proposed Cllr D Smith, seconded Cllr D Hicks. Cllr N Easton abstained.

6. A tribute to former Cornwall Councillor Steph McWilliam: The Chairman, on behalf of the Parish Council had attended the recent funeral of Steph McWilliam and asked Councillors to support “Dignity in Death” an organisation that Steph felt passionately about and to which donations from the funeral had been given.

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

8. Planning Applications / Planning Matters to include:- Cllr D Smith reported that site meetings had been held for both applications.

PA18/04410 The Milking Parlour, Trewoodle Farm, Trewoodle, Golberdon – Proposed demolition of milking parlour and ancillary buildings and creation of two attached dwelling houses. Cllr D Skelton declared an interest and left the meeting for this item. The Councils business for this application was chaired by Cllr D Smith.
The Parish Council resolved to support this application having been advised that concerns for a previous application for this site have now been addressed. The roof height has been reduced, and

consultation has been carried out with those living in the neighbouring properties. Proposed Cllr N Easton, seconded Cllr A Budd and unanimously agreed.

PA18/05207 Mrs Elaine Taundry, Treharcoe, Golberdon –

Demolition of single-storey rear extension with lean-to roof and construction of a new single-storey flat roof extension and small lean-to extension to the side.

Cllr T Brewer declared an interest and left the meeting for this item.

The Parish Council support this application, and ask for a condition to be applied that the temporary mobile home is removed once the building works have been completed. Proposed Cllr D Smith, seconded Cllr D Brent and unanimously agreed.

a)..Planning Enforcement cases in South Hill and neighbouring parishes – update, if available:

The Enforcement team at Cornwall Council, because of the recent GDPR, are now only able to update the parish council after a case is closed. The chairman regarded this as an over-reaction and reported to the recent Caradon Network meeting that this would prevent parish councils helping the Enforcement team with live cases

The Clerk read an email from MP Steve Double sent to Cornwall Councillor Bob Egerton concerning the actions of Cornwall Council in line with the new General Data Protections Regulations that he felt were and over reaction and not helpful to town and parish councils, or MP's in doing their job in representing constituents on matters such as planning and enforcement cases. It was noted that much of the enforcement cases had been taken off the Cornwall Council website. Councillors agreed that the Cllr Hicks drafts a document for approval at the next Parish Council meeting that could be used to gauge the support of other councils and taken to the next Cornwall Council Community Network Meeting.

b) Planning Matters. The Clerk had received a report of the installation of a concrete base for a shed in the front garden of Treharlech in Golberdon was asked the question whether or not planning was required. The Chairman had spoken to the owners who had spoken to Cornwall Council and thought planning permission was not required. It was decided that the Clerk seek clarification on the regulations for placing these type of buildings in front gardens of properties in general and adjacent to the public highway.

9. To discuss having a cap on the term of office of the Chairman: The Chairman asked Councillors to consider three options in relation to the term of office for the Chairmanship:-

- 1) to leave as it is now
- 2) to limit the Chairmanship term of Office
- 3) to seek guidance on making a more rigid decision.

Councillors expressed their personal views on this matter and it was proposed by Cllr D Smith, seconded by Cllr Mrs W Trewin and agreed by the majority that the current situation be left (option 1) and that Councillors would vote for their chosen candidate when the annual election for the chairman was held regardless of the time the current chairman had been in office. If Councillors felt the existing Chairman should be re-elected they would put this forward for a nomination along with other candidates. Cllrs. D Skelton and N Easton were against this decision.

10. Appointment of representatives to other bodies:-

- a) **Hawkins Trust.** It was proposed by Cllr D Smith, seconded by Cllr A Budd and unanimously agreed that the Chairman of the Parish Council holds the position of representative for this organisation; and that Cllr D Hicks continues as a Trustee.

- b) **South Hill Parish Hall Committee.** It was proposed by Cllr D Smith, seconded by Cllr A Budd and unanimously agreed that the Chairman be the representative from the Parish Council on this committee.
- c) **South Hill Connection.** It was proposed by Cllr Mrs L Moir, seconded by Cllr Mrs W Trewin and unanimously agreed that Cllr D Skelton continues as the Parish Council representative on this committee.

It was agreed that in future these positions be placed on the agenda at each Annual General Meeting in May for elections.

At this point of the meeting Cllr D Smith mentioned the South Hill Parish Facebook Page and that the Parish Council are not responsible for anything on this social media site, which is managed by a private individual, and felt the name parish should be deleted. Issues published on the site were debated and various opinions expressed. The Parish Council has no authority to do this but it was proposed by Cllr D Smith, seconded by Cllr Mrs W Trewin and agreed by the majority of seven votes that the name “parish” was confusing and should be removed from the site. Cllrs D Skelton and N Easton were against this decision.

It was proposed by Cllr N Easton, seconded by Cllr Mrs L Moir and unanimously agreed that information be placed on the Parish Council website to clarify the Facebook situation.

11. Accounts / Financial Matters:

- a) **To approve accounts presented for payment.** The Council approved the payment of the accounts, as presented. Proposed Cllr D Hicks, seconded Cllr Mrs W Trewin and unanimously agreed. Payments to be made via internet banking.

Mrs J Hoskin / HMRC – Clerks payments	£ 160.36
Andrew Deptford – Defibrillator service and supplies	£ 108.00
Came & Company – Insurance renewal	£ 341.20
Gary Middleton – specification for Hall – agreed to pay once received.	

12. Parish Councils updated list of assets to be approved: The Chairman continued to update the registers including the purchase values of play equipment if available.

13. Cornwall Council update – Cllr Sharon Daw spoke about the Local Government Boundary Commission – Cornwall Council recommendations that were published on the website. The consultation period ended in September 2018.

Cllr Daw also spoke about the effect the universal credit was having on those claiming benefits in particular the impact on pension credits and social housing claims.

The Chairman offered to follow up the removal of the sign at Bicton Bridge.

Cllr Daw agreed to call planning application PA18/02254 Glebe Farm to Committee if needed as the officers decision had now run over time. Cllr D Hicks declared an interest.

(Cllr N Easton left the meeting at 9.00pm)

The Chairman announced that he intended to visit neighbouring parish councils to see how they operated and he had already been to a meeting at Stoke Climsland.

Cllr A Budd had attended a meeting of the Linkinhorne parish paths group.

The Clerk reported, and advised Cllr S Daw that she had made enquiries with Cornwall Housing about the property at 1 Moorland View, Golberdon that had been empty for some time to be

informed that no decision had been made on whether or not to carry out the extensive repairs needed and re-let the property or to sell it as seen. This was the only property in this block to remain in the ownership of Cornwall Council. The Clerk will liaise with Cllr S Daw and Council Leader Cllr Adam Paynter on this matter.

14. Parish Hall – to address matters concerning the Hall. To receive confirmation from the Hall Committee on the acceptance of a quotation for replacing the hall floor and associated works: To receive an update on the Big Lottery Fund – Cllr L Moir:

To receive and update on the Viridor (SITA) application - Clerk:

It was reported that the Hall Committee had agreed with the Parish Councils recommendation for the appointment of the contractor for this work. The Clerk had spoken with Viridor (SITA) and confirmed that an application could be submitted to this organisation for funding. Councillors agreed to support 11% of the costs as required on the application form, proposed Cllr D Hicks, seconded Cllr Mrs L Moir and unanimously agreed. The Clerk will submit the application. Funding could also be sought from the Cornwall Councillors Community Chest Fund and the Community Benefit Fund.

Cllr Hick proposed that £5,000 be set aside from the Trefinnick Solar Farm funding for these works, should grant funding applications not be supported.

Cllr Mrs L Moir had applied to the Big Lottery Fund. It was recommended that the Hall floor be replaced in September after the Harvest Supper and the work would take approximately three weeks to complete.

Cllr Mrs L Moir reported that the end wall of the hall was very wet and this required a soakaway to be installed 5 metres away from the building that would lead it into the play park. It was unanimously agreed this work be carried out, proposed Cllr D Hicks, seconded Cllr D Smith.

15. Highway Matters – to report highway matters requiring attention. Speeding at Brays Shop – update on the provision of speed advisory signs. Cllr D Hicks continued to liaise with Cormac and the neighbouring parishes with the aim to provide speed advisory signs at Brays Shop. Costs from Cormac would not include Vat. It was also suggested that “dragons teeth” road markings could be used as an alternative with a reduced cost to the sign option.

Cllr D Brent reported that areas of Lansugle Hill had been marked for surface repairs.

16. Recreation Field – to report on the maintenance work / inspection reports for the play area, including actions from the ROSPA report, and update on knotweed treatment and a draft specification for hand trimming part of the play area hedge:

It was reported that the wire had been picked up.

An inspection template with checklist will be drafted and used as a working document. Cllr A Budd invited Councillors comments for this. It was suggested that Councillors each carry out these inspections on a rota basis.

Cllr A Budd reported the area around the pedestrian entrance needed trimming.

Cllr T Brewer felt the suggestion to use the concrete area at the top of the field for football and cricket parking was not suitable for this purpose.

The Clerk had reported the siting of Japanese Knotweed to Cornwall Council asking if they could treat this when dealing with other areas outside the hall boundary.

Cllr N Easton will be asked to draft a specification for the trimming of the hedges.

Cllr D Hicks presented the specifications and costs for two new picnic tables. A product made from recycled material came with a 25 year guarantee. It was proposed by Cllr D Hicks, seconded by Cllr Mrs L Moir and unanimously agreed that two of the heavy duty picnic tables be purchased in the colour brown.

17. Allotments – to receive a report on allotment holders not managing their plots adequately.

- **To discuss possible options for partly used allotments.** The Chairman had visited the site and inspected the plots. One allotment holder who was struggling to maintain her two plots had been asked if she wished to vacate the majority of the land but retain approximately 10% where the chickens were being kept. A list of allotment numbers and tenant holders was passed to the Chairman.
- **To discuss allotment inspection procedure.** It was agreed that the Chairman speaks to Cllr J Gale about the proposal to carry out inspections on a more regular basis such as three times a year.

18. Footpaths – to receive a report from Cllr A Budd on the condition of footpaths in the parish and to agree actions in response to proposals for repairs: It was agreed that Cllr A Budd compiles a list of work to be completed, and Councillors were asked to check the paths in their area of the parish and pass information back to Cllr A Budd to assist with this work. It was proposed by Cllr D Skelton, seconded by Cllr D Smith and unanimously agreed that Cllr A Budd could authorise trimming work to the paths by Mr R Hanson up to the value of £100 (one hundred pounds). The Clerk will continue to pursue Cornwall Council for the stiles and way marker discs.

19. Report from the Caradon Community Network Meeting – Cllr D Smith gave a report on the recent meeting that discussed the setting up of action groups between local councils.

- **To discuss proposals for the Network highway scheme:** The scheme worth £50,000 per year for the towns and parishes within the Community Network Area. Applications needed to be submitted by the end of July 2018 and there was an option to bid for the funding for the speed advisory signs for Brays Shop. The Chairman asked Councillors to consider projects that could be applied for and to bring their suggestions back to the next meeting.

20. Proposals for content for PC website: Item deferred owing to time.

- a) **Tender specs for field and play area:**
- b) **Update on contact details, clerk phone number:**
- c) **Fixed notice about forthcoming meetings agendas, minutes:**
- d) **Notice about public speaking at meetings:**
- e) **Link for info about Hall and bookings:**
- f) **Code of Conduct , Handling Complaints:**
- g) **ROSPA report:**

21. Guidance documents: Item deferred owing to time.

- a) **To review the Councils pre-application protocol:**
- b) **To draft guidance on press releases:**

22. To make a resolution that the parish council provides the information for a work place pension to the parish clerk: The Clerk presented the resolution required by Cornwall Council to enable them to proceed with a pension offer. The resolution was accepted, proposed Cllr D Smith, seconded Cllr Mrs W Trewin and unanimously agreed.

23. Correspondence / report to be tabled by the Clerk:

- **CALC Survey** – to be completed by the Clerk and copied to the Chairman.

24. Parish Matters / Any other Business and items for the next meeting.

- **Report from Clerk on the empty property at Moorland View, Golberdon:** Reported under Item 13 of this meeting.

25. Date of the next Meeting: Tuesday, 17th July 2018.

26. To close the Meeting: There being no further business the meeting closed at 10.00pm

Dated: 17th July 2018

Signed: