

Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 17th July 2018 at 7.30pm.

1.. Councillors present. D Skelton (Chairman), Mrs W Trewin, Mrs L Moir, D Hicks, D Brent, N Easton, A Budd, T Brewer.

Also attending. Mrs J Hoskin (Parish Clerk)
One member of the public

2. Public Session (30 minutes). The Chairman opened the meeting and invited the member of the public to address the council if they so wished.

Councillors were asked if they wished to display their email addresses on the South Hill Connection and if so they should opt in via emailing the editor@southhill.co.uk

Councillors were also asked if their photographs could be taken for the South Hill Connection. Not all Councillors were present so photographs were not taken.

A band night in the parish hall was announced, being held on the 21st July 2018.

3. Apologies for absence were received from Cllr D Smith (Vice Chairman) and Cllr S Daw (Cornwall Councillor).

4. Members Declarations of Interest on items on the Agenda: None declared at this stage of the meeting.

5. Minutes – To approve the Minutes of the Meeting held on the 19th June 2018. The Minutes of the Meeting held on the 19th June 2018 were approved and signed by the Chairman, proposed Cllr A Budd, seconded Cllr Mrs W Trewin and unanimously agreed.

6. Matters Arising except matters listed below. There were no matters arising from the Minutes.

7. Planning Applications / Planning Matters. There were no applications presented for consideration at this meeting, and no enforcement matters to report.

8. Accounts / Financial Matters.

a) To approve the accounts presented for payment. The Council approved the payment of the accounts, as presented. Proposed Cllr Mrs L Moir, seconded Cllr D Hicks and unanimously agreed. Cllr A Budd declared an interest.

Ch 939	HMRC for May 2018	£ 37.59
Ch 940	Mrs J Hoskin – Clerks payments for June 2018	£ 175.50
Ch 941	HMRC for June 2018	£ 37.59
Ch 942	L Coles – 2017/2018 Audit	£ 125.00
BACS	NBB Recycled Furniture – 2 picnic tables	£ 837.60
BACS	A Budd – reimbursement of materials for play area / field	£ 190.10
BACS	EGM Interiors – specification for hall floor	£ 187.20
BACS	South Hill Parish Hall – room hire April – June	£ 36.00

9. Parish Councils updated list of assets to be approved with values attached. The Chairman reported that the documents were almost complete with up to date prices recorded for the

Playscape equipment. Costs will be provided by Cllr N Easton for the wooden equipment and goal posts. The two new picnic tables will also be added to the register. Cllr A Budd reported that the bench at Trevigro was not on the list. The Clerk will check on current insurance values.

10. Cornwall Council update – Cllr Sharon Daw. Cllr Daw was unable to attend the meeting. No report received.

11. Parish Hall – to address any matters concerning the Hall – update on replacement floor. The Clerk reported that the closing date for the SITA application was the 27th July 2018, with applications being considered in October 2018. Applications for the current round of Big Lottery Funding also needed to be submitted by the end of July 2018

Cllr A Budd will ask the contractor to trim the hedges around the Hall before the Annual Show. Cllr L Moir offered to trim around the entrance.

12. Highway Matters – to report highways matters requiring attention.

a) Speeding at Brays Shop – update from Cllr D Hicks on the provision of speed advisory signs. Cllr D Hicks stated that the three parishes would submit an application to the Community Network Highways Budget for the speed advisory signs. A feasibility study will be undertaken. Agreed, proposed Cllr Mrs W Trewin, seconded Cllr Mrs L Moir and unanimously agreed.

b) To discuss one proposal for the Community Network Highway Scheme for this parish. Discussed under item a) of this item. It was also suggested that a request be made to address the speeding of traffic through Golberdon via this fund. Proposed Cllr N Easton, seconded Cllr A Budd and agreed by the majority. Cllr T Brewer asked Councillors to spend some time in Golberdon to experience the speed of traffic travelling through the village.

The Chairman suggested that passing places near Beech Tree and Maders could be projects for the future.

13. Recreation Field – to report on the maintenance work / inspection reports for the play area.

a) To review Cllr Budds check list. Cllr A Budd was in the process of reviewing the checklist and will update this to include a copy of the specification and terms of the maintenance contract.

b) To approve and authorise any urgent repair work required. Cllr N Easton reported that the areas around the legs of the play equipment needed to be strimmed. Following the ROSPA report, the parts required for the general maintenance of the equipment will be obtained.

It was noted that the kissing gate had been repainted and the Chairman will express the Council's thanks to the individual who carried out this work.

The area outside the boundary hedge required cutting. Cormac will be informed.

c) To approve the use of the recreation field by Callington YFC on the day of the Show. It was agreed to allow the Callington Young Farmers Club the use of the field for the dog show on the 18th August 2018 but request the site is left in a tidy condition. No charge will be made as the young farmers were themselves a charity. The Chairman will contact the club.

d) To comment on a draft standard conditions letter for hiring the recreation field. It was agreed the draft be accepted with the additional wording that no glass is taken onto the field. It was suggested that the letter is sent out by the Hall Committee at the time of booking. The Hall Committee will keep a copy and return the original to the Parish Council Clerk. Cllr N Easton offered to advise any organisation on risk assessments if needed.

e) To receive an update from Cornwall Council on the knotweed treatment. The Clerk had contacted Cormac and awaited a response.

f) To receive an update from the Cornwall Council tree officer. Cllr D Hicks will pursue this matter. Cllr D Brent also offered to speak to an officer within the Cormac that dealt with trees.

g) To receive a draft specification for hand trimming part of the play area hedge. Cllr N Easton had drafted the specification and suggested that in future this be sent out in conjunction with the main contract documents. Councillors were asked to recommend any further changes.

It was agreed that the contract be discussed at the September meeting with a view to advertising the work in October 2018 to enable the Council to consider tenders by January 2019 and appoint a contractor to start on the 1st April 2019.

14. Allotments – to review the procedure for allotment inspections, and an update on inadequately managed plots. It was noted that a dog was being brought onto the allotment land and this contravened Item 13 of the allotment tenancy that no dogs were allowed on the site. The Council will monitor the situation and if necessary ask the dog owner to refrain from bringing the dog to the allotments or leaving the dog tied to the entrance gate.

Cllrs. D Skelton, J Gale and D Brent to carry out an inspection of the site and the condition of the plots. Conditions of the tenancy agreement should be adhered to unless under exceptional circumstances the Council had agreed otherwise. Allotment holder Nicki Lyons was prepared to discuss issues with the Council and liaise with allotment holders, if required.

15. Footpaths – to receive a report and correspondence from Cormac on resources available for footpath maintenance and to discuss an action plan for our parish. The missing post and waymarker discs had been identified along with the work required to the stiles. Cllr A Budd will send a report to the Clerk. Cormac will supply materials and insurance for volunteers.

Cllr T Brewer reported that footpath 21 in the back lane Golberdon was overgrown and in need of attention. The contractor will be asked to attend.

Cllr D Brent reported that a footpath sign at Mornick had fallen down and he was looking after it until it was refitted.

16. Proposals for Content of Parish Council Website.

a) Tender specs for field and play area. Agreed to publish.

b) Update contact details for Clerk. Agreed to update. It was also agreed that the Clerk should have access to the website password to enable her to use the site, if needed.

c) Fixed notice about forthcoming meetings, agendas, minutes. To be updated / added.

d) Notice about public speaking at meetings. Councillors felt this was not necessary as the Chairman would control the public sessions, allowing sufficient time for discussion at his discretion. Councillors encouraged the public to attend and therefore wished to give them time to speak.

e) Link to Parish hall for information and bookings. Agreed to install a link to hallbookings@south-hill.co.uk along with a contact number for hall enquiries.

f) ROSPA Report. It was noted that Cllr Smith was having difficulties loading the report onto the website owing to the size of the document.

17. Guidance Documents

a) To review the Councils pre-application protocol. Cllr D Hicks felt this was not necessary as the Parish Council were not consulted on pre-application matters; and also under the new General Data Protection Regulations Cornwall Council had removed pre-application information from their website. Councillors agreed with these comments and dismissed this item.

b) To draft guidance on press releases. The Parish Council had no policy for press releases although reference was made under Item 21 of the Standing Orders. The Clerk will produce a draft policy and liaise with the Chairman. To be discussed at the next meeting.

18. Report from the Caradon Community Network Meeting, if available. As requested at the June meeting (Item 8a planning enforcement) Cllr D Hicks had drafted a letter to take to the Caradon Community Network to gauge the support of other councils on specific sites, if needed. The letter was approved.

19. Report from Cllr D Smith on drilling – Redmoor Mine. Cllr D Smith was unable to attend this meeting.

20. Correspondence / reports to be tabled by the Clerk.

- Clerks & Councils Direct magazine July 2018
- Cornwall Council – list of Code of Conduct training dates. The Chairman encouraged councillors to attend.

21. Parish Matters / Any other business and items for the next meeting.

a) Update from Clerk on the empty property at Moorland View, Golberdon. The Clerk awaited confirmation from Cornwall Housing and Cllr S Daw on what was happening with this property and whether or not a decision had been made to refurbish and re-let it or sell it.

b) Tamar Bridge Tolls. Councillors were encouraged to carry out the online survey on the proposal to increase toll charges. Cllr A Budd provided a leaflet with information.

c) Devon & Cornwall Police merger with Dorset.. Councillors were encouraged to carry out the online survey for the proposed merger with Dorset police.

d) Reports for South Hill Connection (bi-monthly). The Clerk offered to provide the Parish Council reports for the South Hill Connection magazine.

22. Date of next Meeting – Tuesday, 18th September 2018. Cllr Mrs W Trewin gave her apologies for this meeting.

23. To close the Meeting. There being no further business the meeting closed at 9.42pm.

Dated: 18th September 2018

Signed: