

**Minutes of the Extraordinary Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Thursday, 1<sup>st</sup> November 2018 at 7.30pm.**

**1.. Councillors present.** Cllrs. D Skelton (Chairman), D Smith (Vice Chairman), D Hicks, D Brent, Mrs L Moir, A Budd, J Gale, N Easton, Mrs W Trewin.

**Also attending:** Mrs J Hoskin (Parish Clerk) and two members of the public / Hall Committee.

**2. Public Session – (maximum 30 minutes).** The Chairman had invited the members of the public to attend as representatives of the Hall Committee to discuss the funding applications and work to be carried out.

**3. Apologies for absence** were received from Cllr T Brewer.

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

**5. Parish Hall, Golberdon:-**

- **To discuss and decide how to use the recent offer of grant funding from SITA Cornwall Trust for improvements to the Hall.** The Chairman notified the meeting that he had met with Wendy Reading (SITA) along with Cllr D Smith. SITA were flexible with the work to be done under the grant funding terms and conditions and this would include heating and could include insulation work to the building . Cllr Mrs L Moir stated that the Big Lottery funding application for £25,000 had also been successful but this organisation was less flexible and should be spent on the items contained in the application. Completion timescales for both funding providers was clarified, with SITA giving a period of 3 months to start and 6 months to complete and the Big Lottery Fund giving a period of 6 months to start. The meeting discussed how to move the projects forward. It was unanimously agreed that Mr Carry Middleton-Batts be appointed as Project Manager. He was present and agreed to accept the role. The Council would oversee the funding from SITA and ensure that Parish Council procedures are correctly followed. Councillors were aware that up to 12% of the SITA project costs would be met by the Parish Council. It was felt that the acceptance of the grant applications could be publicised but any further publicity be withheld until the exact work had been confirmed.

- **To resolve to set up a small sub-committee consisting of members from the Parish Council, Hall Committee and external advisors who will meet on a regular basis to ensure the projects and funding regulations are met and enable work to progress. The sub-committee will report back to the Full Council on any recommendations required and will liaise with the Chairman on all matters.**  
Discussed at this meeting in the item above.

**6. Date of next Full Council Meeting:** Tuesday, 20<sup>th</sup> November 2018

**7. To close the Meeting.** There being no further business the meeting closed at 8.25pm.

Dated:

Signed: