

**Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 18<sup>th</sup> June 2019 at 7.30pm.**

Item No.		Action by
1	<p><b>Councillors present.</b> Cllrs. D Skelton (Chairman), D Smith (Vice Chairman), A Budd, Mrs W Trewin, T Brewer, Mrs L Moir, D Brent, D Hicks, J Gale, N Easton.</p> <p><b>Also attending.</b> Mrs J Hoskin (Parish Clerk) Two members of the public.</p>	
2	<p><b>Public Session.</b> The Chairman welcomed everyone to the meeting and invited the members of the public to address the Council, if they so wished. The members of the public from Pensilva introduced themselves and outlined their proposals in purchasing a field at Trevigro and their plans on how to use the field for domestic use as a garden. Mains water and a septic tank may be installed in the future. The Chairman thanked them for attending and clearly explaining their intentions. The couple could be guided by the planning authority should they wish to seek clarification on aspects of their proposals. The Parish Council were unable to advise on what would be acceptable until a planning application had been made to Cornwall Council, although the Parish Council would welcome any pre-application consultation.</p> <p style="text-align: right;">(the members of the public left the meeting at 7.45pm)</p>	
3	<p><b>Apologies for absence.</b> None.</p>	
4	<p><b>Members Declarations of Interest.</b> None declared at this stage of the meeting.</p>	
5	<p><b>Minutes.</b> The Minutes of the Meeting held on the 21<sup>st</sup> May 2019 were approved and signed by the Chairman noting that Item 8 should read “it was agreed the bank balances .....” and not “suggested” as written. Proposed Cllr D Smith, seconded Cllr D Hicks and unanimously agreed.</p>	
6	<p><b>Matters Arising.</b> There were no matters arising from the minutes.</p>	
7	<p><b>Planning Applications.</b></p> <p><b>a) Planning Applications</b> - No applications presented for consideration at this meeting.</p> <p><b>b) Update on planning enforcement cases, if available.</b> No update received.</p> <p><b>c) Report from Chairman on the CC Planning / Neighbourhood Plan Surgery – 5<sup>th</sup> June 2019.</b> The Chairman had circulated notes on the seminar attended.</p>	
8	<p><b>Accounts / Financial Matters.</b></p> <p><b>a) To approve accounts presented for payment, including the Insurance renewal with Came and Company.</b> The Council approved the payments as presented, proposed Cllr D Hicks, seconded Cllr Mrs L Moir and unanimously agreed. Cllr J Gale reviewed the insurance documents during the meeting.</p>	

	<table border="1"> <tr> <td>BACS</td> <td>J Hoskin / HMRC – clerks payment</td> <td>£ 255.36</td> </tr> <tr> <td>BACS</td> <td>Came &amp; Company – insurance renewal</td> <td>£ 338.40</td> </tr> <tr> <td>BACS</td> <td>D Skelton – reimbursement for cost of cable (as agreed under item 10a) of the June 2019 meeting.</td> <td>£ 63.00</td> </tr> <tr> <td>BACS</td> <td>C Chadwick – work to trees in recreational field</td> <td>£ 480.00</td> </tr> </table> <p>Councillors authorised the Clerk / Cllr D Hicks to pay the accounts for the new bench when received.</p> <p>Cllr D Hicks notified the Council that the 2019 payment from the Trefinnick Solar Farm had not yet been received, but enquiries had been made for this annual sum.</p> <p>The Clerk had received a letter of thanks from St Sampsons Church for the recent donation.</p> <p><b>b) Completed Accounts for 2018/2019 and Audit.</b> The Council approved the accounts and Annual statements. The accounts were signed by the Chairman and Clerk. Cllr N Easton questioned the Trefinnick Solar farm money stating that the funds from this source could not be spent in the general Parish Council expenditure and can only be used under the terms and conditions of the scheme.</p> <p>Cllr N Easton proposed that a separate cash flow balance is kept for the Trefinnick Solar Farm fund; this was seconded by Cllr J Gale and agreed by the majority. Cllr D Hicks, D Smith and the Clerk will compile a backdated set of accounts showing the income and expenditure from the solar fund since it was established. It was noted that the SITA grant funding was paid into the Trefinnick account and transferred into the Parish Council general account to enable contractors be paid.</p>	BACS	J Hoskin / HMRC – clerks payment	£ 255.36	BACS	Came & Company – insurance renewal	£ 338.40	BACS	D Skelton – reimbursement for cost of cable (as agreed under item 10a) of the June 2019 meeting.	£ 63.00	BACS	C Chadwick – work to trees in recreational field	£ 480.00	Clerk/ DH
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9	<b>Parish Council Policies – annual review of Financial Regulations.</b> It was proposed by Cllr D Smith, seconded by Cllr N Easton and unanimously agreed the Financial Regulations remain the same, with no amendments. Cllr J Gale asked the Council to adhere to Section 11 for any future projects and follow procedures, as written.													
10	<b>Appointment of staffing sub-committee (missed at the Annual meeting in May 2019)</b> It was unanimously agreed that the staffing sub-committee remains the same, being the Chairman (Cllr D Skelton), Vice-Chairman (Cllr D Smith) and Cllrs J Gale and N Easton. Proposed Cllr D Hicks, seconded by Cllr Mrs W Trewin.													
11	<b>Cornwall Council update – Cllr Sharon Daw.</b> No report or apologies received. Councillors expressed their disappointment in the lack of communication and support being received from Cllr Sharon Daw and her infrequent attendance at parish council meetings. The Council felt they were not being kept fully informed on Cornwall Council matters. The Chairman offered to speak to Cllr Daw, if needed. It was agreed that the Parish Council makes contact with the other wards councils (Linkinhorne and St Ive) to seek their views and support in seeking a resolution to this matter.													

12	<p><b>Parish Hall – report on completed project and lessons to be learnt. Funding agreement between the Parish Council and Hall Committee.</b></p> <p>The Chairman reported on the advice received from CALC in relation to the funding agreement, that was now completed and being agreed, in principle, by the Hall Committee.</p> <p>Phase One of the hall project had now been completed and the Council had received the SITA funding and contractors had been paid. The Chairman was expecting a visit from a Director of SITA and would finalise the paperwork required. Cllr D Smith offered to compile a report for the parish magazine and website. Thanks were expressed to SITA and Cllr S Daw for financially supporting the project. The Hall Committee had received money from the Big Lottery Fund.</p> <p>The first RHI payment will be received once the registration of the system is completed. The Chairman was completing this on behalf of the Hall Committee.</p> <p>An open day was being planned in the Autumn of 2019 to celebrate the refurbishment works and invite the funders and contractors along with parishioners and other guests. A funding plaque from SITA will be requested.</p> <p>The Hall Committee have currently drawn down £2,639 from the agreed funding amount of £6,500. The balance will be available to complete the project. Cllr D Smith confirmed the scheme budget and costs to date.</p> <p>The Hall Committee will write to the Parish Council asking if this money can be obtained from the Trefinnick Solar Fund. Cllr N Easton felt that the parishioners should be consulted on this matter, and invited to express their opinion. Cllr D Hicks read the criteria for the community benefit fund. Cllr N Easton also confirmed that if the community support the solar fund for the Hall works, the money could reduce the loan amount.</p> <p>Ideas will be sought for future projects from the solar fund by way of talking to residents, and advertising on the website, and South Hill Connection.</p> <p>It was proposed by Cllr Mrs L Moir, seconded by Cllr W Trewin and unanimously agreed that the balance of £3,861 from the agreed loan funding be used for the insulation and radiators. The Chairman will ask the project manager to prepare specifications for the work. Cllr N Easton felt the project manager should attend meetings rather than communicating via emails.</p>	<p>DSm</p> <p>DSk</p>
13	<p><b>Highway Matters – to report highways matters requiring attention.</b></p> <ul style="list-style-type: none"> <li>○ Jericho road requires some repair work</li> <li>○ The road marking at Camelot need repainting (the Chairman to contact Stoke Climsland Parish Council).</li> <li>○ Cllr T Brewer reported that the school bus was stopping on the crossroads at Golberdon and asked that a “bus top” sign is erected in the place where the bus should stop. The Chairman offered to trim the area. It was suggested that the four corners of the crossroads be added to the grass cutting contract. The Chairman will obtain a cost from the contractor for this additional work.</li> <li>○ Lansugle Lane was showing areas of bare stone and needed surface repairs.</li> <li>○ At Welltown the fallen tree roots had pulled hedge out (near the water</li> </ul>	<p>DSk</p>

	trough). The Chairman will speak to the landowner about the reinstatement of the hedge.	DSk
14	<p><b>Recreation Field –</b></p> <p><b>a) To receive the inspection reports for the play area, identify any work required and authorise repairs, if needed. Feedback from ROSPA inspection.</b> Cllr T Brewer reported on recent inspections and agreed to meet with Cllr A Budd to address any matters identified in the ROSPA report. Cllr Budd had ordered the new basketball net. Letters for those wishing to hire the field were being sent out by Cllr Budd. The grass required cutting and collecting.</p> <p><b>b) Update on the purchasing of a seat for the top of the field – Cllr D Hicks / Clerk.</b> The seat had been ordered. Cllr D Hicks and J Gale to decided on the perfect location and fix.</p> <p><b>c) Report on work carried out to trees (as per specification / quote) and consider the comment by the contractor that the Sweet Chestnut tree (T4) adjacent to the play area is looking in serious decline and may need a crown reduction in the future.</b> It was agreed that no immediate actions was required and the tree would be inspected in 2020.</p> <p><b>d) To consider a proposal for the long term management of the part of the recreation field, planted with trees, as a wildflower meadow.</b> Cllr T Brewer proposed, Cllr J Gale seconded and it was unanimously agreed that a wild flower garden be created at the top of the field. Cormac would provide any materials required. Cllr J Gale offered to speak to allotment holders to seek their support and assistance.</p>	TB/AB DH/JG JG
15	<b>Allotments – matters to be reported.</b> Nothing to report.	
16	<b>Footpaths – update on work, if available.</b> Following the list of defects reported Cormac had now provided the materials and maintenance work will commence with the help of volunteers.	
17	<b>Caradon Community Network Panel – report from meeting including possible deterrents in the parish including Community Speed Watch.</b> The Chairman circulated a report of the meeting held on the 13 <sup>th</sup> June 2019. It was hoped that working with neighbouring groups would enable a community speed watch group to visit Golberdon. A suggestion at the meeting for mobile speed advisory signs was discussed and supported by the majority. An Economic Development sub-group was to be formed and ideas were being sought from each parish for business aspirations.	
18	<p><b>Correspondence / reports to be tabled by the Clerk- to include</b></p> <ul style="list-style-type: none"> <li>○ <b>Information on the Community Governance Review for Cornwall.</b> The Council resolved to make no further requests and leave as decided that no changes are made to South Hill Parish and the Council.</li> </ul> <p>The Clerk detailed correspondence and continued to forward emails to Councillors.</p>	
19	<p><b>Parish Matters / Any other business and items for the next meeting.</b></p> <ul style="list-style-type: none"> <li>○ <b>Condition of Parish Notice Boards and identify any maintenance required.</b> Item reported at the last meeting.</li> <li>○ <b>Broadband availability. To identify those areas of the parish that do not</b></li> </ul>	

	<p><b>have access to the network or problems with the existing service.</b> The Chairman had provided BT with details of the parish where broadband was poor or non-existent.</p> <p>Items for the next agenda:- Phone Box, Golberdon.</p>	
<b>20</b>	<b>Date of the next Full Council Meetings</b> – Tuesdays, 16 <sup>th</sup> July 2019 and 17 <sup>th</sup> September 2019.	
<b>21</b>	<b>To close the Meeting.</b> There being no further business the meeting closed at 10.15pm.	

Dated: 17<sup>th</sup> September 2019

Signed: