

Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 17th December 2019 at 7.30pm.

Item No.		Action by
1	<p>Councillors present. Cllrs. D Skelton (Chairman), D Smith (Vice Chairman), J Gale, Mrs W Trewin, T Brewer, D Hicks.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk) Cllr S Daw (Cornwall Council) Cllr J Flashman (Cornwall Council and member of the public)</p>	
2	<p>Public Session. The Chairman welcomed everyone to the meeting and invited Cllr Flashman to address the Council, if he so wished. Cllr Flashman reported on the work being carried out by Cormac in the local area in clearing ditches and drains and cleaning signs.</p> <p>It was noted that Cormac had a spreadsheet of highway works for the community network area and it would be helpful to obtain a copy of this information for reference purposes. The Clerk will request a copy.</p>	Clerk
3	<p>Apologies for absence were received from Cllrs. D Brent and A Budd. Cllr Mrs L Moir has presented her apologies but would join the meeting later in the evening having attended a previous engagement (arrived at 8.50pm)</p>	
4	<p>Members Declarations of Interest. Councillors to register any declaration of interest. To advise of any dispensation to be granted in line with the Code of Conduct. None declared at this stage of the meeting.</p>	
5	<p>Cornwall Council – report from Cllr Sharon Daw. Cllr Daw reported on Cornwall Council matters and circulated information on the forthcoming Space Port being built at Newquay and the support from the Council for this project. Cllr Daw also spoke about the off shore wind turbines and the new diagnosis pathways for identifying dementia and the “Forget Me Not” centre in Liskeard.</p> <p>The newly introduced enforcement for dog fouling, fly tipping and littering was mentioned and the Clerk reported that she had attended the course that now enabled her to complete reports and submit to Cornwall Council. Protecting vulnerable people from cold callers was also noted.</p> <p>Councillors highlighted the enforcement on the caravans and containers at West Frogwell Farm and the notice issued for their removal by July 2020 (Callington Town Council area).</p> <p>The Chairman confirmed that he had contacted Lezant and Stoke Climsland Parish Councils about the mobile home at Woodabridge.</p>	
	Cllrs. S Daw and J Flashman left the meeting at 7.50pm	
6	<p>Minutes – to approve the Minutes of the Meeting held on the 19th November 2019. The Minutes of the Meeting held on the 19th November 2019 were approved and signed by the Chairman; proposed Cllr D Smith, seconded by Cllr D Hicks and</p>	

	<p>unanimously agreed.</p> <p>The Clerk will add the 2020/2021 budget to the minutes on the website.</p> <p>Cllr Hicks stated that the Councillors, in October, had agreed to discuss Climate Change but did not agree to the Chairman giving a presentation on the subject at the start of the November 2019 meeting.</p>	
7	<p>Matters Arising.</p> <p>Item 7 (21) Bus Stop at Golberdon – The Chairman reported that he had once again spoken to City Bus about the location of the bus stop. Cllr T Brewer suggested that Cormac be asked for a “bus stop” sign that could be fitted on the opposite side of the road to the existing shelter. The Clerk will contact Cormac.</p>	Clerk
8	<p>Planning Applications – to be considered / responded to.</p> <p>a) No applications received at the date of the agenda. Nothing to report.</p> <p>b) To receive a report on the recent planning conference. The Chairman along with Cllr L Moir had attended the recent planning conference organised by Cornwall Council. The seminar outlined planning procedures including enforcement and the long term strategies up to 2050. The enforcement team, once again being led by John Drew remained county wide and not specific to the area based team at Liskeard. Flood Plains had identified that 28 thousand homes in Cornwall were at risk of flooding. The Chairman and Clerk were putting together an updated list of enforcement cases in the parish and adjacent settlements and would request an update, when completed.</p>	Clerk/ DSk
9	<p>Accounts / Financial Matters.</p> <p>a) To approve accounts presented for payment. The Council approved the list of payments presented; proposed Cllr D Hicks, seconded by Cllr D Smith and unanimously agreed.</p> <p>b) Online Banking – Cllr D Smith reported that he was now registered for online banking; stating that the Clerk would need to be a signatory to enable her to manage this process. Alternatively the Clerk could set up payments for either Cllrs. D Hicks or D Smith to complete. It was suggested that two further Councillors become registered for online banking in the future. Cllr Smith said that then the procedure for online payments would then be as close as possible to the system for cheque payments where two signatories are required.</p> <p>The Chairman thanked Cllr D Smith for investigating the options for online banking.</p>	
10	<p>Parish Council Vacancy – update from Clerk. Co-option at the January 2020 meeting. Notices had now been published along with information on the Parish Council website. One written application had been received, so far. Candidates will be invited to attend the meeting and give a short presentation on their application (limited to 3 minutes per person). This will be followed by a paper ballot.</p>	Clerk
11	<p>Grass Cutting and footpath maintenance contracts for 2020/2021 – to review and amend accordingly. The Clerk had separated the work into three draft contracts and Councillors had reviewed these prior to the meeting.</p> <p>Field cutting - It was suggested that the grass be cut in conjunction with football matches if a schedule of games was available. Cllr T Brewer felt that machines</p>	

	<p>should travel slower to enable a better finish, cutting the grass rather than bashing it down. The Chairman explained that the length to which the grass was cut was specified in the contract and if this was not done, the Council could contest it with the contractor. Cllr T Brewer proposed that a minimum of twelve cuts be carried out. This was seconded by Cllr J Gale and unanimously agreed.</p> <p>It was agreed that the contract could “roll on” for a further two years from 2021 at the discretion of the Parish Council.</p> <p>Play Area- the wording of this document was amended and the months of January, November and December 2019 removed. Contract conditions approved; proposed Cllr D Smith, seconded by Cllr J Gale and unanimously agreed. It was agreed that the contract could “roll on” for a further two years at the discretion of the Parish Council.</p> <p>Footpath Trimming – It was agreed that the footpath trimming work was carried out on an ad-hoc basis and it was not necessary to grant a contract for this. It was proposed by Cllr D Hicks, seconded by Cllr D Smith and unanimously agreed that the footpath work be published, inviting contractors to submit their hourly rate and the work will be instructed as and when required along with any other general maintenance for the paths or recreation field.</p> <p>Contracts to be advertised and contractors selected in February 2020.</p>	Clerk
312	<p>Recreation Field –</p> <p>a) To receive the inspection reports for the play area, identify any work required and authorise repairs, if needed. Cllr T Brewer reported on recent inspections with no matters raised in relation to the play equipment. The old wooden seat required attention and it was agreed that Cllr A Budd be asked to remove it from site. The aluminium covers around the foot of the play equipment were bent and it was agreed these should be screwed into the legs of the equipment.</p> <p>b) To decide on the position of the new fence line. To agree on the specification for the work and resolve that costs be obtained from contractors. It was decided to hold a site meeting on Saturday, 21st December 2019 at 10.00am to look at the existing fence, consider moving the fence line to expand the play area and decide on the materials for a new fence and establish a specification for costs to be obtained. Agreed that the subject be placed on the agenda for the January 2020 meeting when Councillors make a decision. Cllr J Gale passed the details of a fencing contractor to the Clerk; also suggesting that the Parish Council could purchase materials direct and pay the “labour only” costs. Cllr T Brewer had also suggested a company for this work.</p> <p>Cllr D Hicks offered to provide the Clerk with a plan once the area had been agreed and measured.</p>	<p>AB</p> <p>AB</p> <p>Clerk</p> <p>DH</p>
13	<p>Field tenancies – to discuss the renewal of the tenancies from 1st April 2020.</p> <p>Cllr D Hicks offered to speak with the existing tenants to ask if they wished to continue with the tenancy on a rolling basis until they or the Parish Council wished to withdraw. The tenancies will continue to be issued on a three year basis. The Clerk reported that she had spoken to Kivells who were unable to confirm who was responsible for the treatment of Japanese Knotweed.</p>	DH/ Clerk

	<p>Cllr D Smith proposed the Parish Council take responsibility of the Japanese Knotweed at the fields or on any other Parish Council land. This was seconded by Cllr D Hicks and unanimously agreed.</p> <p>The rent to remain the same for the time being, but could be increased in the future.</p> <p>It was noted that trees could be planted on the land should the Parish Council wish to consider this in the future.</p>	Cllrs.
	Cllr Mrs L Moir arrived at 8.50pm.	
14	Footpaths – update on work, if available. Nothing to report.	
15	<p>Climate Emergency – to resolve that a working group be formed to address Climate Change and how the parish can adhere to this matter. This group will report back to the Parish Council on their actions. A resolution had been passed in the October 2019 meeting that the Parish Council set up a group to look at the options and possibilities of addressing Climate Change. It was proposed by Cllr D Smith, seconded by Cllr Mrs L Moir and unanimously agreed that this matter be deferred until the January 2020 meeting when more Councillors were present. Should this be a Committee of the Parish Council or a separate working group? The Clerk explained the protocol for the two parties.</p>	Clerk
16	Clerks report – matters to be reported by the Clerk. Nothing to report.	
17	Caradon Community Network Panel – Next meeting 16 th January 2020.	
18	Correspondence / reports to be tabled by the Clerk. The list of correspondence was circulated.	
19	<p>Parish Matters / Any other business and items for the next meeting.</p> <ul style="list-style-type: none"> ○ Parish Council Notice Boards - Item for the next agenda. The Clerk will speak to Linkinhorne and Stoke Climsland Parish Council to ask if they would consider supporting the costs to repair / replace the board at Brays Shop. ○ Parish Council Complaints Policy – The Chairman reported the Council had been challenged about its' complaints policy. Further information had been obtained from CALC and the revised policy will be presented at the January 2020 meeting. The Chairman and Vice Chairman were meeting the gentleman concerned on the 18th December 2019. ○ No. 1 Moorland View, Golberdon – The Clerk will contact Cornwall Housing to ask if Councillors could view this newly refurbished dwelling. The cost of the work will also be requested. ○ Community Speed Watch – The Chairman reported that three people had now been trained to carry out Community Speed Watch and may work in conjunction with a team at Kelly Bray. 	<p>Clerk</p> <p>Clerk DSk/ DSm</p> <p>Clerk</p>
20	Date of the next Meeting – Tuesday, 21 st January 2020.	
21	To close the Meeting. There being no further business the meeting closed at 9.19pm.	

Dated. 21st January 2020

Signed.

South Hill Parish Council – Accounts presented for payment (Appendix 1) Meeting – 17th December 2019

BACS	J Hoskin – Clerks payment for Nov 2019 plus expenses	£ 189.52
Ch 1036	HMRC (October –December)	£ 134.64
BACS	SR Parkyn – Recreation Field grass cutting 2019	£ 1020.00
BACS	Mrs W Trewin – reimbursement of expenses for parishioners golden wedding gift (agreed October 2019)	£ 12.99
		£
		£
		£
		£
		£

Bank Account balances as per statements:

22.11.2019	Treasurers Accounts Parish Council	= £ 7,166.22
26.06.2019	Treasurers Account Solar Account	=£ 10,288.52 (includes the 2019 annual Trefinnick Solar Farm payment of £2,933.33)

South Hill Parish Council – Correspondence (Appendix 2) - Meeting – 17th December 2019

- a) Cornwall Council – Winter Wellbeing booklet.
- b) Cornwall Council – Caradon Place Shaping Group Meeting on 16th January 2020.
- c) Cormac – Winter Maintenance Service – information on gritting.
- d) Cornwall Council – notification of temporary road closure junction North of Newlandcombe to Frogwell Road, Trevigro from 9th – 20th December 2019 for Western Power works.
- e) Cornwall Council – notification of temporary road closure South Hill Road to unction South of Egypt from 23rd – 24th January 2020 for South West Water
- f) Cornwall Council – next Caradon Community Network Panel Meeting 16th January 2020. Items for the agenda to be submitted by 3rd January 2020.
- g) Cornwall Council – update on the newly appointed members of the Standards Committee.
- h) Cornwall Association of Local Councils – News Round-Up November 2019
- i) Clerks & Councils Direct magazine November 2019
- j) Cornwall ALC – information to help shape a countywide bid to the Lottery’s Climate Action Fund.
- k) CALC – confirmation on payments of donations to affairs of the church. Money cannot be spent on grants for works on property relating to the affairs of the church or any ecclesiastical charity.

Clerks report – Nothing to report.