

**Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 21<sup>st</sup> January 2020 at 7.30pm.**

Item No.		Action by
1	<p><b>Councillors present.</b> Cllrs. D Skelton (Chairman), D Smith (Vice Chairman), T Brewer, Mrs L Moir, A Budd, J Gale, D Hicks, Mrs W Trewin.</p> <p><b>Also attending.</b> Mrs J Hoskin (Parish Clerk) Cllr S Daw (Cornwall Council) Cllr J Flashman (Cornwall Council and member of the public) Six members of the public including two candidates for co-Option. One candidate arrived later in the meeting.</p>	
2	<p><b>Public Session.</b> The Chairman opened the meeting, wishing everyone a Happy New Year and invited the members of the public to address the Council, if they so wished.</p> <ul style="list-style-type: none"> <li>○ Candidates for the co-option process had been invited to attend and give a short resume of their background and the reasons for their interest in the position.</li> <li>○ An applicant had attended to answer any questions that may be asked on his planning application.</li> <li>○ Members of the Hall Committee were present to address their request for funding to complete the upgrade of the heating in the ancillary rooms.</li> <li>○ Mr J Flashman mentioned the Cornwall Council Full Council meeting held today; a proposal to inoculate instead of culling badgers on County farms and the outcome of the results in relation to outbreaks of TB in cattle since this exercise.</li> </ul>	
3	<p><b>Apologies for absence</b> were received from Cllr D Brent.</p>	
4	<p><b>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.</b> Cllr Mrs L Moir declared an interest on Agenda Item 8b) Planning Application PA19/10105. Cllrs D Skelton, Mrs L Moir, D Hicks, A Budd and Mrs W Trewin declared an interest on Agenda Item 9c) Parish Hall. Cllr A Budd declared an interest on Agenda Item 9b) St Sampsons Church.</p>	
5	<p><b>Cornwall Council – report from Cllr Sharon Daw.</b> Cllr S Daw reported on today's CC Full Council meeting and presented a booklet with information on the Innovation Centre – Growth Programme. There were 957 affordable homes in the county. Retrofit funding was available to upgrade Cornwall Housing properties. 50,000 trees were being planted on the verges and green areas. Cornwall was to receive £23.5 million to support bus fares in the County. The current multi use trials, for walking, cycling and horse riding had no maintenance budget.</p>	

	<p>Paul Allen from the highways section was visioning the area next week and Cllr T Brewer suggested he looks at the road surface from Golberdon to Kerney Bridge. The road at Jericho also required attention. The Chairman stated that the CC portal for the online reporting of potholes and highways matters worked well and action was taken quickly on most reports.</p> <p>Cllr J Flashman suggested that Cllr Brown (Cornwall Council) be notified of any highway matters that the Council felt were not being addressed, asking that the roads at Jericho and Kerney Bridge be included in the programme for re-surfacing.</p>	
6	<p><b>Minutes – to approve the Minutes of the Meeting held on the 17<sup>th</sup> December 2019.</b> The Minutes of the Meeting held on the 17<sup>th</sup> December 2019 were approved and signed by the Chairman, proposed Cllr T Brewer, seconded by Cllr D Hicks and unanimously agreed.</p>	
7	<p><b>Matters Arising.</b>  <b>Item 7 Bus stop sign for Golberdon.</b> The Clerk reported on an email from Cormac stating they would fit a bus stop sign onto the post opposite the existing shelter.</p>	
8	<p><b>Planning Applications –</b></p> <p>a) <b>PA19/09484</b> Mr Coles &amp; Ms Simpson, The Stables, Coombe, South Hill – Extension, internal remodelling and provision of dedicated disabled parking area to provide assisted living facilities (amended plans from those considered in November 2019). <b>Support</b> – proposed by Cllr D Smith, seconded by Cllr D Hicks and unanimously agreed.</p> <p>b) <b>PA19/10105</b> Mr S Moir, land north east of The Downs, Golberdon – Conversion of and extension to stables to residential dwelling and construction of detached garage. Cllr Mrs L Moir left the meeting for this item. <b>Support;</b> an existing building and infill site that does not contravene the policies of the Neighbourhood Plan – proposed Cllr Mrs W Trewin, seconded by Cllr A Budd and unanimously agreed.</p> <p>c) <b>Planning enforcement cases – updated list of cases that remain under enforcement or need to be reported to Cornwall Council.</b> The Chairman and Clerk were working on the up to date list.</p> <p>d) <b>Planning Conference</b> – The Chairman and Cllr Mrs L Moir reported on the recent Cornwall Council Planning Conference stating that no papers had been handed out from this seminar. Workshops included building materials on large developments, and health and wellbeing that required developers to create open spaces and play areas.</p>	
9	<p><b>Accounts / Financial Matters.</b></p> <p>a) <b>To approve accounts presented for payment.</b> Having decided to withhold the account from T Moon (TM Tree, Paddock and Garden Services) the Council approved the payment for the rest of the accounts presented (Appendix 1); proposed by Cllr D Hicks, seconded by Cllr Mrs W Trewin and unanimously agreed. The Clerk will clarify payments already made to T Moon.</p>	Clerk

	<p><b>b) To consider a request from St Sampson’s Church for funding from the Trefinnick Solar Fund.</b> Cllr A Budd declared an interest. The request was withdrawn after the agenda was issued. Having addressed the covenant for the solar fund it was noted that condition 3.1.4 did not allow the fund to be used for religious entertainment or hospitality. Councillors were informed that the proposal for a water supply and path lighting did not constitute a religious, entertainment or hospitality purpose and therefore, in principle this would be eligible. The Clerk will respond to the PCC Secretary who had also questioned payments from the solar fund. It was suggested that a fresh application be submitted to upgrade the path and water supply to the church.</p> <p><b>c) To consider a request from the Parish Hall for funding from the Trefinnick Solar Fund.</b> Cllrs. D Skelton, Mrs L Moir, Mrs W Trewin and Cllr D Hicks left the meeting. Cllr D Hicks returned to allow the council to be quorate to discuss this agenda item. Cllr D Smith took the chair for this item and confirmed the funding already received by the hall committee and the amount of loan outstanding that would no longer be required to complete the works if funding from the solar fund was approved. It was proposed by Cllr J Gale, seconded by Cllr T Brewer and agreed that the request for £3660.00 be accepted. The Clerk will place an order with South West Renewables who had submitted a quotation. Councillors made it clear that the undrawn funds from the original £6.5k loan would no longer be available for these works.</p> <p>Cllr D Smith proposed that funds be transferred to the solar fund to reconcile the account with payments made. This was seconded by Cllr D Skelton and unanimously agreed. The Clerk confirmed that the name of the account had now changed to the solar account (previously the old recreation field account) and a new cheque book had been received. Cllr D Smith will provide the Clerk with the balance sheet from the solar fund to be published on the website.</p> <p><b>d) To agree that two further councillors be registered for online banking and the Clerk to be registered for viewing only.</b> Cllrs. Mrs L Moir and A Budd offered to register for online banking that would enable them to make payments. It was agreed that Cllrs Mrs L Moir and A Budd be become registered; leaving the Clerk out of online banking for now with the option to revisit this in the future; proposed Cllr D Smith, seconded by Cllr D Skelton and unanimously agreed.</p>	<p>Clerk</p> <p>Clerk</p> <p>DSm</p>
<p><b>10</b></p>	<p><b>Parish Council Vacancy – to consider applications received and resolve to co-opt or re-advertise.</b> The Council had received three applications and the Chairman thanked them all for attending, stating that in the event of the two not being elected at this time, the Council always welcomed volunteers for various works. The results of a second paper vote established that Mrs Carol Samuel had been elected for co-option. The Chairman announced the results of the ballot and once again thanked all candidates for their interest. Mrs Samuel will sign her declaration of acceptance of office and join the Parish Council at the next meeting.</p>	<p>Clerk</p>

11	<b>Grass cutting and footpath maintenance contracts for 2020/2021 – to review and amend accordingly. Tenders to be considered and contractor appointed in February 2020 to start April.</b> The tenders were being sent out.	
12	<p><b>Recreation Field –</b></p> <p>a) <b>To receive the inspection reports for the play area, identify any work required and authorise repairs, if needed.</b> Cllr T Brewer presented his inspection report identifying that tree branches needed to be removed from the site. The foot of the hedge needed to be cut back and the wooden seat that had now deteriorated should be removed. Cllr A Budd offered to remove the seat.</p> <p>b) <b>To decide on the details of the work to replace the fence and agree a specification to enable the Clerk to invite tenders.</b> Following the site meeting on the 21<sup>st</sup> December 2019 the location of the new fence line had been established squaring off the bottom of the field and extending the play area. Cllr D Hicks expressed his views that the new fence would not adversely affect the public right of way so an official diversion of the path was not necessary. Cllr Mrs W Trewin proposed the existing line for the public right of way remains the same; this was seconded by Cllr Mrs L Moir and agreed by the majority. Cllr J Gale had meet with a fencing supplier / contractor and it was decided that a strong paramesh was the better option, with the fence to be above ground level to protect this material from strimmer damage; proposed Cllr Mrs W Trewin, seconded by Cllr A Budd and agreed by the majority. Cllr T Brewer abstained. A guide price for various types of fencing had been obtained. The gates will not be included in the quotation process. Councillors had considered different types of fencing in the interest of best value for the long term. Quotes to be sought.</p> <p>c) <b>Tree Survey –</b> The Chairman reported that the annual survey on the trees was now due. It was proposed by Cllr D Smith, seconded by Cllr D Skelton and unanimously agreed that Mr J Bellenger be asked to conduct the inspection and update the report based on his findings in the 2019 survey.</p>	<p>AB</p> <p>Clerk</p> <p>DSk</p>
	At 9.30pm it was proposed by Cllr D Smith, seconded by Cllr Mrs L Moir and unanimously agreed the meeting be extended by 30 minutes to comply with the Councils Standing Orders.	
13	<b>Field tenancies – to confirm that the tenancies from 1<sup>st</sup> April 2020 will remain with the existing Tenants for a further three years.</b> Cllr D Hicks reported that the current tenants would continue. It was proposed by Cllr J Gale, seconded by Cllr D Smith and unanimously agreed that the tenancies are rolled on for another twelve months.	Clerk
14	<b>Footpaths – update on work, if available.</b> Cllr A Budd reported that work will commence when the weather conditions improve. The sign at Waggmuggle had disappeared during the time when tree works were being carried out. The Chairman will investigate.	DSk

15	<p><b>Climate Emergency – to resolve that a committee of the Parish Council or a separate working group is formed to address Climate Change. The group will report to the Parish Council on their actions and keep recorded minutes of any meetings.</b> Having debated the options of a sub-committee or separate working group the Council resolved that a Climate Change working group would have more flexibility, but needed to report back to the Parish Council with the group being a maximum of eight to ten people that included two members from the Parish Council. Proposed by Cllr D Smith, seconded by Cllr Mrs L Moir and unanimously agreed. The group would need to provide the Parish Council with a copy of their terms of reference for the group.</p>	
16	<p><b>Clerks report – matters to be reported by the Clerk.</b> Nothing to report.</p>	
17	<p><b>Caradon Community Network Panel – report from the 16<sup>th</sup> January 2020 meeting.</b> The Chairman gave a report of the meeting that received a presentation on localism and discussed the subjects of Climate Change and the Highways Scheme that included the request to have the mobile speed warning sign at Golberdon along with another sixteen sites identified in the Network Area.</p>	
18	<p><b>Correspondence / reports to be tabled by the Clerk.</b> The Clerk tabled the correspondence report. The Clerk explained the list was up to date on the day of the meeting. Cllr D Hicks questioned the suggestion to send it out with the Agenda. The Clerk already forwarded specific emails to Councillors as and when received and copied them to Cllrs T Brewer and D Brent.</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>Website</b> – The Clerk had been contacted by the website provider Western Web who outlined the compliance with WGA. Cllr D Smith felt this, along with the costs involved it was unnecessary at this time.</li> <li>○ <b>Parish Council Complaints Form</b> – The Clerk and Chairman reported that a complaints form was now in place that could be given to anyone wanting to make a complaint about the Parish Council in conjunction with the complaints policy.</li> <li>○ <b>War Memorial</b> – The Chairman notified the meeting that the hedge behind the memorial required trimming. It was agreed that the current grass cutting contractor be asked to carry out this work and the Clerk to authorise this up to the cost of £ 30.00</li> </ul>	Clerk
20	<p><b>Date of the next Meeting</b> – Tuesday, 18<sup>th</sup> February 2020.</p>	
21	<p><b>To close the Meeting.</b> There being no further business the meeting closed at 9.58pm.</p>	

Dated. 18<sup>th</sup> February 2020

Signed.

## South Hill Parish Council – Accounts presented for payment (Appendix 1)

### Meeting – 21<sup>st</sup> January 2020

BACS	J Hoskin – Clerks payment for Dec 2019 plus expenses	£ 189.52
Ch 1037	HMRC	£ 44.88
BACS	South Hill Parish Hall – hire of room for meetings October – December 2019	£ 36.00
BACS	Tristsan Moon – strimming car park and grass cutting in park	£ 240.00
BACS	South West Water – Maders field trough	£ 12.26
BACS	South West Water – Golberdon field trough	£ 12.39
Ch 1038	Cornwall Council – planning training 5 <sup>th</sup> December 2019 for Cllrs D Skelton and L Moir	£ 30.00
		£
		£

### Bank Account balances as per statements:

18.12.2019	Treasurers Accounts Parish Council	= £ 5,956.70
10.12.2019	Treasurers Account Solar Account	=£ 10,290.30 (includes the 2019 annual Trefinnick Solar Farm payment of £2,933.33)

## South Hill Parish Council – Correspondence (Appendix 2)

### Meeting – 21<sup>st</sup> January 2020

- a) Cornwall Association of Local Councils – AGM on Thursday, 30<sup>th</sup> January 2020 at Truro.
- b) Cornwall Council – notification of temporary road closure South Hill Road to South of Egypt on 23<sup>rd</sup> to 24<sup>th</sup> January 2020 for South West Water works.
- c) Cornwall Council – notification of temporary road closure Golberdon Road to South Hill Road on 20<sup>th</sup> and 21<sup>st</sup> January 2020 for BT works.
- d) Cornwall Council – Forest for Cornwall programme
- e) Cornwall Community Flood Forum – nearest workshop at Calstock Village Hall on 26<sup>th</sup> March 2020.
- f) Cornwall Rural Housing Association – seeking voluntary board members.
- g) Western Power Distribution – Annual workshop – nearest location Wadebridge on 25<sup>th</sup> February 2020.
- h) Clerks & Councils Direct magazine January 2020.

**Clerks report** – Nothing to report.

