

South Hill Parish Council

Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 18th February 2020 at 7.30pm.

Item No.		Action by
1	<p>Councillors present. Cllrs. D Skelton (Chairman), Mrs L Moir, T Brewer, A Budd, Mrs C Samuel, D Hicks, D Brent.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk) Six members of the public.</p>	
	Prior to the start of the meeting, Cllr Mrs C Samuel signed her “Declaration of Acceptance of Office”. The Chairman welcomed Cllr Mrs Samuel to her first meeting.	
2	<p>Public Session. The Chairman opened the meeting, asking everyone to introduce themselves and then invited the members of the public to address the council, if they so wished.</p> <ul style="list-style-type: none"> ○ Mrs Judith Ayres, on behalf of St Sampson’s Church outlined the churches project and costs to install lighting along the path and bring mains water into the building. She also spoke about the future of the church, with further work needed and the aim to offer the facilities as a community building. ○ Residents of Trevigro expressed their concerns and thoughts on the planning application PA20/00598 (Agenda Item 9a) and questioned the previous enforcement that had not been actioned. 	
3	Apologies for absence were received from Cllrs. D Smith (Vice Chairman) and Mrs W Trewin.	
4	To register the resignation of Cllr J Gale – Clerk to action the process to fill the vacancy. The Chairman and Clerk had received the resignation from Cllr Jim Gale. The Clerk will contact Cornwall Council. Cllr Gale was thanked for his work with the Council and for his valuable input into many projects.	Clerk
5	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. Cllrs A Budd as Treasure of the PCC declared an interest on Agenda Item 10c). Cllr D Brent as Churuchwarden declared an interest on Agenda Item 10c).	
6	Cornwall Council – report from Cllr Sharon Daw. No report received.	
7	Minutes – to approve the Minutes of the Meeting held on the 21st January 2020. It was agreed that the Minutes of the Meeting held on the 21 st January 2020 be approved and signed by the Chairman once amendments had been made to delete Item 13 and change the wording on Item 14. Proposed by Cllr D Hicks, seconded by Cllr T Brewer and unanimously agreed.	

8	<p>Matters Arising.</p> <p>Item 14 – Field tenancies – The Clerk confirmed that the original tenancies ran for three years but would now continue on an annual basis with the current tenants, unless the Parish Council or tenant wished to withdraw.</p>	
9	<p>Planning Applications – to be considered / responded to.</p> <p>a) PA20/00598 P Penprase & H Rostron, land South West of Trevigro Bungalow, Trevigro, - retention of access to highway. Retention of perimeter stock proof fencing. Retention of timber fence and gates. Erection of 2 No. timber sheds with solar panels on roof and 2 No. polytunnels. Retention of fence and gates dividing field.</p> <p>The Parish Council object to this application for the following reasons-</p> <ol style="list-style-type: none"> 1. The overall sizes of the polytunnels and sheds as quoted on the application form do not match the sizes taken from the plans. The dimensions on the plans are approximately 49% bigger than that quoted on the application form. 2. The size of the proposed sheds are excessive compared to the overall size of the land, and the question is raised as to why such large buildings are needed. 3. The application form states that two additional parking spaces are to be created but the parking area is not shown on the plans. 4. There is an existing caravan on the site that is subject to an enforcement order and this should be removed. This is mentioned in the planning officer's pre-application advice. <p>b) Update on planning enforcement cases, if available. Nothing to report.</p>	
10	<p>Accounts / Financial Matters.</p> <p>a) To approve accounts presented for payment. It was proposed by Cllr D Hicks, seconded by Cllr Mrs L Moir and unanimously agreed the accounts, as presented be paid along with the £200 payment to Jason Bellenger for the annul tree survey. The Clerk will confirm payments to Tristan Moon.</p> <p>b) To consider an amended request from St Sampson's Church for funding from the Trefinnick Solar Fund. Cllrs. A Budd and D Brent declared and interest and left the meeting for this item. Having voted on two proposals it was resolved by the majority that £2,500 (two thousand five hundred pounds) be given from the solar fund to support the costs to install the path lighting and mains water connection, and no other purpose. Proposed by Cllr D Hicks, seconded by Cllr Mrs L Moir and in favour by three votes.</p> <p>c) To consider a request from Linkinhorne Parish Council and agree in principal to help fund a replacement notice board at Brays Shop. Councillors agreed, in principal, to support the costs for a new notice boards but required further information on design and costs before making a final decision. Cllr D Hicks felt the original board was not that old and could possible be repaired?</p>	Clerk

11	<p>Grass Cutting and footpath maintenance contracts for 2020/2021 – to open tenders and appoint a contractor/s. The Clerk had received tenders. These were opened at the meeting by the Chairman and Clerk and lettered A – E. The Chairman detailed the contents of the tenders and asked Councillors to consider “best value” when making a decision.</p> <p>Play Area – Four tenders received. The result of two proposals resolved that tender A be accepted for this work; proposed by Cllr A Budd, seconded by Cllr Mrs L Moir and agreed by the majority of four. One vote against and one abstention.</p> <p>Recreation Field – Three tenders received. It was proposed by Cllr D Hicks, seconded by Cllr Mrs L Moir and unanimously agreed to accept tender B.</p> <p>Casual Labour and Footpath trimming, if and when required. Three tenders received. It was proposed by Cllr Mrs L Moir, seconded by Cllr D Hciks and unanimously agreed to accept tender A.</p> <p>Tender costs were as follows-</p> <p>Play Area A = £ 720.00 B = did not quote C = £ 800.00 D = £ 960.00 E = £ 840.00</p> <p>Recreation Field A = did not quote B = £ 1080.00 C = £ 1200.00 D = did not quote E = £ 1200.00</p> <p>Casual Labour (rate per hour) A = £ 15.00 B = did not quote C = £ 28.00 for casual labour not interested in footpath work. D = £ 15.00 E = did not quote</p>	
12	<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 advised the meeting that no issues had been identified in the play area and thanked Cllr A Budd for removing the old bench and tree branches.</p> <p>b) Replacement fencing – to note that contractors have been invited to tender for the work. Tenders to be opened at the meeting on the 17th March 2020. The Clerk had compiled a list of contractors. The Chairman offered to arrange site meetings, if required and attend along with Cllrs T Brewer and D Hicks. The contractors will be asked to provide options for a coated mesh type fencing suitable for the site. The Chairman also offered to research grant funding available for new play equipment.</p>	DSk

	<p>c) Annual tree survey due February 2020. The Chairman and Cllr D Hicks agreed to address the tree survey report.</p> <p>d) Recreation Field. Cllr A Budd highlighted bookings throughout 2020 where the field would be used in conjunction with the hire of the hall. A wedding event had also been booked for a date in 2021. Each organisation or individual to have their own insurance cover for these events if they are planning activities not covered by the council's insurance.</p>	DSK/ DH
	<p>At 9.30pm Cllr Mrs L Moir proposed the meeting be extended for 30 minutes until 10.00pm. This was seconded by Cllr A Budd and unanimously agreed. Cllr T Brewer presented his apologies for the rest of the meeting and left at 9.30pm.</p>	
13	<p>Allotments – to review the annual rent effective from the 1st April 2020. It was proposed by Cllr Mrs L Moir, seconded by Cllr D Hicks and unanimously agreed the allotment rent remains at £15.00 per plot for the forthcoming year.</p>	
14	<p>Footpaths – update on work, if available. Cllr A Budd reported that work had started on replacing the footpath signs. Volunteers must sign the insurance forms. The Chairman reminded Cllr A Budd to contact landowners before entering their property and to agree the locations of the new signposts.</p>	AB
15	<p>Climate Emergency – report, if available on recent actions. A date of Monday, 16th March 2020 was set for the first meeting to form a working group. It had been the group has a maximum of ten members that included two from the Parish Council. The Chairman stated that the group should record minutes of meetings and decide on their own terms of reference.</p>	
16	<p>Clerks report – matters to be reported by the Clerk.</p> <ul style="list-style-type: none"> ○ Cllr L Moir offered to take on the monitoring of the defibrillator at the Hall now Cllr J Gale had resigned. ○ Councillors were notified of an email that criticised the mannequin in the phone box and how she was dressed. The parish had been consulted on replacing Jodie following the theft of the first mannequin. Cllr Mrs L Moir had also picked up a note from the phone box on the same subject. It was noted that the Parish Council was not responsible for the Golberdon phone box Facebook page or anything written about the mannequin on the South Hill Connection site. The Parish Council has no social media accounts. 	
17	<p>Caradon Community Network – to confirm the date of the next meeting. 23rd April 2020.</p>	
18	<p>Correspondence / reports to be tabled by the Clerk. The correspondence list was circulated by the Clerk.</p> <ul style="list-style-type: none"> ○ Callington Colts – reporting damage to the shed and the corner posts. A request was also made that the grass be cut in conjunction with matches, if possible. ○ A thank you card was received from Dennis & Susan Hicks for their Golden Wedding Anniversary gift. 	

19	Parish Matters / Any other business and items for the next meeting. <ul style="list-style-type: none"> ○ Notice Boards at Trevigro and South Hill requiring attention (Agenda item for the next meeting). ○ Road surface conditions at Kerney Bridge and Jericho (Agenda Item for the next meeting). ○ Community Speedwatch – More volunteers would be very helpful. The Chairman has written an item for the parish council website and South Hill Connection. ○ The Hawkins trust trustees have not met for a considerable time. They should meet to re-invest the funds. ○ The hedge behind the War Memorial needs trimming. 	
20	Date of the next Meeting – Tuesday, 17th March 2020.	
21	To decide on a date for the Annual Parish Meeting. Monday, 27th April 2020.	
22	To close the Meeting. There being no further business the meeting closed at 10.02pm.	

Dated. 17th March 2020

Signed

South Hill Parish Council – Accounts presented for payment (Appendix 1)
Meeting – 18th February 2020

BACS	J Hoskin – Clerks payment for January 2020 plus expenses	£ 217.48
Ch 1039	HMRC	£ 44.88
BACS	Westernweb – Renewal of website domain, licence, space and maintenance services	£ 134.40
BACS	J Bellenger – Annual tree survey for Recreation Field	£ 200.00

Bank Account balances as per statements:

07.02.2020 Treasurers Accounts Parish Council = £ 3,261.30

07.02.2020 Treasurers Account Solar Account =£ 12,496.25

South Hill Parish Council – Correspondence (Appendix 2) Meeting – 18th February 2020

- a) Cornwall Council – Community Governance Review – Stage 3 public consultation events.
- b) Cornwall Council – Liskeard Localism Climate Change Workshop at Eliot House Hotel, on Saturday, 29th February 2020 at 9.30am.
- c) Cornwall Council – Climate Change Development Planning Document.
www.cornwall.gov.uk/climatechange/dpd
- d) Cornwall Council – Off street parking order 2020 – www.cornwall.gov.uk/trafficconsult
- e) Plymouth City Council / South Hams District Council – Local Green Space Development Plan (to seek views on the proposed methodology and the criteria the Councils will use to assess whether or not green spaces within the Plymouth Policy Area should be formally designated as Local Green Spaces).