

South Hill Parish Council

Minutes of the Zoom Meeting of South Hill Parish Council held on Tuesday, 20th October 2020 at 7.30pm.

Item No.		Action by
1	<p>Councillors present. Cllrs. D Skelton (Chairman), D Smith (Vice Chairman), Mrs C Samuel, P Tunnicliffe, T Brewer, D Hicks, A Budd, Mrs W Trewin, Mrs L Moir</p> <p>Also attending. Mrs J Hoskin (Parish Clerk) Four members of the public</p>	
2	<p>Public Session. The Chairman welcomed everyone to the meeting and invited the members of the public to address the council, if they so wished.</p> <ul style="list-style-type: none"> ○ Applicants for planning applications PA20/07206 and PA20/08034 (Agenda items 7a) and 7b) outlined the details of their proposals and were happy to answer any questions. ○ A resident had attended to observe the proceedings. 	
3	<p>Apologies for absence were received from Cllr D Brent and Cornwall Councillor S Daw.</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. Cllr Mrs L Moir declared an interest on Agenda Item 7a) planning application PA20/07206.</p>	
5	<p>Minutes – to approve the Minutes of the Meeting held on the 15th September 2020. The Minutes of the Meeting held on the 15th September 2020 were approved and signed by the Chairman following an amendment to Item 7. Proposed by Cllr L Moir, seconded by Cllr P Tunnicliffe and unanimously agreed.</p> <p>The Chairman requested a copy of the amended August minutes. Cllr L Moir confirmed these had previously been circulated to Councillors.</p>	Clerk
6	<p>Matters Arising. There were no matters arising from the minutes.</p>	
7	<p>Planning Applications – to include applications received between the publication of the agenda and the meeting.</p> <p>a) PA20/07206 Mr & Mrs Moir, land North East of The Downs, Golberdon – Full application for the proposed development of existing stable buildings to create a new house and new garage (Resubmission of PA19/10105). Cllr Mrs L Moir declared an interest and left the meeting for this item.</p> <p>It was proposed by Cllr D Hicks, seconded by Cllr D Smith and unanimously agreed the application be supported along with repeating the comments as before. Support – this is an existing building and infill site that does not contravene the policies of the Neighbourhood Plan.</p>	

	<p>b) PA20/08034 Mr Ashley Lamb, Trevigro Bungalow, Trevigro – Proposed bungalow remodelling and lounge, bedroom and garage extension. The Parish Council support this application and consider the remodelling will make this property a nice family home, that is energy efficient. The width of the entrance and visibility splay should be sufficient to address any safety risks. Proposed by Cllr D Hicks, seconded by Cllr D Smith and unanimously agreed.</p> <p>c) PA20/08199 Mr & Mrs Borehan, Baddaford Farm, Linkinhorne – Change of use of shed into annexe and holiday use (revised submission of PA20/04714 dated 11/08/20). The Parish Council support this application providing a condition is applied that ensures the house and shed / annexe remain linked so one cannot be sold separately. The shed / annexe to remain in the same ownership as the main house. Condition 3 of the approval notice for PA20/04714 dated the 11th August 2020 should be reflected in the decision in respect that the development shall only be occupied by members of the family or guests of the occupiers of the dwelling known as Baddaford Farm and shall not be used at any time as a separate residential unit of accommodation. Proposed by Cllr D Hicks, seconded by Cllr P Tunnicliffe and unanimously agreed.</p>	
8	<p>Accounts / Financial Matters-</p> <p>a) To approve the accounts presented for payment. It was proposed by Cllr D Hicks, seconded by Cllr L Moir and unanimously agreed the accounts be paid.</p> <p>b) To note that the precept for the 2021/2022 financial year will be on the next agenda. The Clerk and Cllr D Smith will prepare a budget prior to the next meeting.</p> <p>c) The Clerk will issue a copy invoice for a field tenant; and chase payments from Kelliwick Football Clun and Callington Colts.</p>	<p>Clerk / DSm</p> <p>Clerk</p>
9	<p>Play Area –</p> <p>a) To receive a report on recent inspections and address any matters identified. There were no issues to report in relation to the play equipment. Cllr P Tunnicliffe had completed an inspection on the 21st September 2020 and reported that the tyre flower beds had not looked their best this year. These were maintained by the W.I. who were not meeting owing to the Coronavirus. A fence post in the field required replacing. Cllr T Brewer asked that the seat under the tree be moved to prevent it being covered with bird droppings.</p> <p>b) To note that the tenders for the replacement fencing for the play area will be opened at the next meeting. Noted. The Clerk will compile a spreadsheet numbered A, B, C etc for councillors to compare products and costs at the next meeting. The work will be published on the website inviting quotations from anyone wishing to submit a price.</p> <p>c) Report from Councillors on work required to turf up the play area hedge. Cllrs. D Skelton, D Hicks and T Brewer had looked at the work</p>	<p>Clerk</p>

	<p>required and recommended that anything growing at the foot of the hedge should be taken out. It was proposed by Cllr D Hicks, seconded by Cllr D Skelton and unanimously agreed the contractor be asked to carry out this work. The Chairman will remind the contractor to trim the boundary hedge. Cllr L Moir reported that the Japanese knotweed had been treated by Cornwall Council.</p> <p>d) Options to change the position of the seat or steering wheel on the play tractor. It was agreed that no further action be taken on this matter.</p>	<p>Clerk DSk</p>
10	<p>Recreation Field – Update on trimming of the boundary hedges and the area for the wild-flower meadow. The Chairman will remind the contractor when contacting him about recreation field and play area hedges.</p> <p>Cllr D Hicks had uncovered the old concrete base at the top of the field to investigate the area in relation to looking at the installation of car park matting. In doing so he had removed the overgrown brambles and soil. The Chairman stated that Councillors had not been informed of these actions.</p> <p>The Chairman had monitored the parking around the boundary of the site during football matches and the vehicle congestion around the junction. He was working with the football clubs to ensure drivers were parking sensibly. Following a discussion about the parking, the consensus of most councillors felt that parking should be created at the top of the field as soon as possible. Investigations had been made into the costs and materials available. Councillors felt the work could be completed themselves.</p> <p>Site meetings were arranged for the 21st October 2020 at 8.30am and 6.00pm for Councillors to look at the site. Cllrs D Hicks and D Smith will liaise after this meeting and email Councillors with comments made.</p> <p>Cllr W Trewin proposed the work be completed as soon as possible. This was seconded by Cllr L Moir and agreed by the majority. Cllr T Brewer abstained. Cllr L Moir proposed that funding for this be obtained from the solar fund. This was seconded by Cllr W Trewin. The Chairman felt that using the solar money for this purpose was not an acceptable use for this fund. Cllr D Hicks made an amendment to the proposal that up to £1,000 be claimed from the solar fund and the remainder of the costs would be met by private donations. This was seconded by Cllr D Smith and carried by the majority vote.</p>	<p>DSk</p> <p>Cllrs DH/DSm</p>
11	<p>Review of the grass cutting contracts for the Recreation Field and Play Area. The Chairman reminded Councillors on the details of the grass cutting contract suggesting that the frequency of cuts be increased to accommodate the length of grass and prevent dead grass being left on the surface. The contractor did not have the machinery to collect the grass and by cutting it more often would also save time. Cllr D Smith suggested it was not necessary to stipulate the number of cuts but leave this to the discretion of the contractor as to when he felt the work should be done. It was hoped that cuts could be carried out in conjunction with the use of the field. It was agreed that the current contract details be modified in relation to the number of cuts. To be an agenda item for the next meeting and start in February 2021.</p> <p>The contractor cutting the play area will be asked if he wished to continue for the three years as previously offered.</p>	<p>Clerk</p>

		Clerk
12	Footpaths / Public Rights of Way – Update on work completed and works to be done. Cllr A Budd reported that signs were being installed. The Clerk will follow up a letter sent to a local landowner.	Clerk
13	Parish Notice Boards -new board for Trevigro, designs and costs. The Clerk will summarise designs and costs and circulate to Councillors prior to the next meeting. The Clerk suggested that the notice board has two doors, one side being for council notices and the other for use by the public and organisers of local events. It was proposed by Cllr D Hicks, seconded by Cllr L Moir and unanimously agreed that the board has two doors and no locks.	Clerk
14	Correspondence / reports to be tabled by the Clerk. The Chairman asked that the list of correspondence be added to the minutes on the parish council website.	
15	To receive a report from the Community Network Meeting held on the 14th October 2020. Cllr D Skelton reported on the Community Network Meeting that discussed safe communities and homelessness; the Cross Tamar Summit as there were no long term plans when the A30 and A38 were closed and the Tamar bridge would possibly reach its design capacity within the next fifteen years. Speed signs had been installed at Upton Cross as part of the Community Network Highway Scheme. The Government White Paper on planning had been circulated by CALC and councils were encouraged to contact their local MP with any concerns. Some councils were updating their emergency plans and the Fire Service had a draft template available for councils to look at if they so wished. The Clerk will obtain a copy and circulate to Councillors. Local police crime figures were down. The local PCSO was retiring and may not be replaced.	Clerk
16	Parish Matters / Any other business and items for the next meeting. <ul style="list-style-type: none"> ○ Remembrance Service. Plans were in place to carry out the service on Saturday, 7th November 2020 under the Covid 19 guidelines. A QR code was displayed at the Hall. Cllr A Budd will contact someone from the church to officiate. The Council had a wreath but agreed to make a donation of £25.00 to the Royal British Legion. Proposed by Cllr D Skelton, seconded by Cllr W Trewin and unanimously agreed. 	AB
17	To receive a report on the Carbon Neutral Cornwall Hive event held on the 26th September 2020. The Chairman had attended the online event; a useful event with good presentations. SHARE were now investigating the Cornwall Council Town & Parish Council Community Group Fund to obtain 50% of the money towards the hydro project feasibility study. Public support was essential.	
18	Date of the next Meeting – Tuesday, 17th November 2020.	
19	To close the Meeting. There being no further business the meeting closed at 9.43pm.	

20	Closed Session – staffing committee brief report. Cllrs. D Skelton, D Smith, C Samuel and P Tunnicliffe had met and produced a set of objectives that were yet to be agreed. A zoom meeting with the Clerk will be arranged. The meeting closed at 9.45pm.	

Dated. 17th November 2020

Signed.