

South Hill Parish Council

Minutes of the Zoom Meeting of South Hill Parish Council held on Tuesday, 16th March 2021 at 7.30pm.

In the absence of the Parish Clerk, the Chairman recorded the meeting to enable the Clerk to produce the minutes.

| Item No. | | Action by |
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| 1 | <p>Councillors present. Cllrs. D Skelton (Chairman), D Smith (Vice Chairman), D Hicks, Mrs W Trewin, Mrs L Moir, A Budd, T Brewer, P Tunnicliffe, Mrs C Samuel.</p> <p>Also attending. Cllr S Daw (Cornwall Council) Five 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> <p>The Chairman and Secretary of SHARE had attended to answer any questions in relation to Agenda Item 13.</p> <p>A candidate for the forthcoming Cornwall Council elections was attending to listen to proceedings.</p> <p>A couple who had written to the Parish Council requesting funding from the Trefinnick Solar Fund had attended to answer any questions. The item was not on the agenda for discussion at this meeting.</p> | |
| 3 | <p>Apologies for absence were received from Mrs J Hoskin (Parish Clerk).</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 D Skelton declared an interest on Agenda Item 13.</p> | |
| 5 | <p>Cornwall Council – report from Cllr Sharon Daw. Cllr Daw thanked the council for their support over the past four years. It was confirmed that the £400 from her Councillors Community Chest Fund had been received towards the cost of the new Trevigro notice board.</p> <p>Cllr Daw reported on highway matters and work to be done by Cormac. Changes to the Camelot junction were being considered.</p> <p>The Chairman, on behalf of the parish council, thanked Cllr Daw for her help throughout her term of office.</p> | |
| 6 | <p>Minutes – to approve the Minutes of the Meeting held on the 16th February 2021. It was agreed that the minutes be approved following amendments to the first draft on items 8c), 11b) and 16. Proposed by Cllr D Smith, seconded by Cllr P Tunnicliffe and unanimously agreed.</p> <p>The Chairman commented on the minutes of the January meeting with reference to the December meeting.</p> | |

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| 7 | <p>Matters Arising except matters listed below.</p> <p>Item 16 Farm business tenancies. The Chairman stated the Clerks needed to hold a copy of the signed tenancy agreements.</p> | |
| 8 | <p>Planning Applications / Planning Matters to include applications received between the publication of the agenda and the meeting.</p> <p>a) PA21/00006/NDP Plan proposal submitted for the Linkinhorne Neighbourhood Plan. Councillors were not given the opportunity to comment on this plan.</p> <p>b) PA21/01587 Trevor Mansbridge, Wagmuggle, Mornick – Proposed barn conversion and extension to form a one bed holiday flat. Councillors generally supported the proposal but raised concerns about the permeability of the rock and the effectiveness of any soakaways; also the position of the access and limited visibility. Proposed by Cllr A Budd, seconded by Cllr L Moir and agreed by the majority. Cllrs D Hicks and W Trewin abstained.</p> <p>c) Update on Cornwall Council planning enforcement cases. The Chairman updated the council on enforcement cases-</p> <ul style="list-style-type: none"> o Pine Ridge – It was agreed to take no further action on this site. The Cornwall Council enforcement team had closed the case. Councillors will monitor the site. o The Old School – The enforcement team at Cornwall Council had provided 2 years ago, information on what would be permitted development so had not logged this as a enforcement case. It was noted that owing to the height of the stables and the proximity of the site to the road, it was questionable as to whether or not the development required planning consent. Agreed to take no further action. o Kerney Cottage – The Clerk had given an update at the last meeting. The occupants needed to be rehomed to enable enforcement to take action. o Wagmuggle – This was currently at Stage 4 of the enforcement process and officers were collecting information. o Lower Manaton – It was proposed by Cllr D Hicks, seconded by Cllr A Budd and agreed by the majority that the caravan be reported again as Cornwall Council had no record of this enforcement case. Cllr L Moir abstained. It was noted that the caravan was currently unoccupied. o Trefinnick Solar Farm – Cllr W Trewin reported the hedge had been trimmed. The original planning condition stated the hedge should be left. This had been highlighted at the parish council January 2021 meeting when responding to planning application PA20/10862 but will once again be reported. | <p>Cllrs.</p> <p>Clerk</p> <p>Clerk</p> |
| 9 | <p>Accounts / Financial Matters.</p> <p>a) To approve accounts presented for payment. The accounts were unavailable owing to the Clerk being unable to attend. The routine payments will be made and added to the accounts list the following month.</p> | <p>Clerk</p> |

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| 10 | <p>Play Area –</p> <p>a) To receive a report on recent inspections and address any matters identified. Cllr T Brewer gave a verbal report on recent inspections and asked Councillors to look at the section of tarmac path breaking up near the small gate at the top of the play area. The trench containing the pipes for the ground source heat pump to the hall ran underneath this path. The Chairman suggested that the matter be placed on the agenda for the next meeting. Cllr Brewer felt the growth at the bottom of the trees needed coppicing. The Clerk will ask the contractor to carry out the work required. Cllr L Moir confirmed the Hall Committee were aware of the missing section of downpipe on the field side of the hall.</p> <p>b) To receive tender prices for the removal of the old fencing and the erection of the new fence (fence purchased by the Parish Council) and select a contractor for the work. Item deferred. The Clerk will be asked to confirm the number of tenders received and the Chairman will call an extraordinary meeting if necessary. Cllr D Smith asked the Chairman if he had received any responses from his article published in the South Hill Connection concerning costs. The Chairman confirmed that the feedback was useful. Some Councillors questioned the actions of the Chairman to write such a report without the consent of the council, given the council had made the decision and the subject had been debated for many months. The Chairman defended his actions by stating his concerns in relation to the costs involved and the use of public money. Cllr T Brewer reiterated this.</p> | Clerk |
| 11 | <p>Recreation Field –</p> <p>a) To report any matters requiring attention. The Chairman reported on email communications with the Callington Colts who were not happy with the condition of the football field in particular the goal areas that they had re-seeded in the Autumn 2020. It was noted that the field was open to the public and the contractor who had mown the field in wet weather conditions had left tyre marks. The Chairman reminded Councillors that the parish council were not obliged to keep the field to a match standard. It was agreed the Chairman would speak to the contractor and ask him to roll the field prior to the start of football matches on the 29th March.</p> | DSk |
| 12 | <p>Footpaths / Public Rights of Way – update on work to be done. The recent zoom meeting held to address footpath matters proved useful with Cllr A Budd giving an update on the work in progress. Cllr A Budd recommended the brackets needed should be made of stainless steel and 2mm in thickness. Two brackets were required for each of the nine posts and the total cost per post would be no more than £25 with free labour. Cllr A Budd proposed the Council accept this cost. This was seconded by Cllr L Moir and unanimously agreed. The long wait time for Cormac to galvanise brackets did not fit with the work awaiting to be done. The Clerk will be asked to follow up a letter sent to a local landowner</p> | Clerk Clerk |
| 13 | <p>Allotments – to consider allocating part of the allotment field for the planting of fruit trees, following a request from SHARE. This being an alternative venue following their request to use an area of the recreation field. Cllr D Skelton</p> | |

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| | <p>declared and interest and left the meeting, leaving Cllr D Smith to chair the proceedings for this agenda item.</p> <p>The representatives from SHARE were invited to outline their project. It was noted that the group were first interested in planting fruit trees at the beginning of 2021 but having not received confirmation from the parish council as to whether or not an area of the recreation field could be used for this purpose, they had missed the first deadline for submitting the planting plan. Cllr D Smith apologised on the Councils behalf. The Tree Council had now given the group an opportunity to submit an application in the Summer and therefore SHARE were asking for a site visit with Councillors with an aim to establish a site and have the trees ready to plant during Tree Planting Week that started on the 30th November.</p> <p>Cllr D Smith felt a site meeting would benefit both parties and Cllr C Samuel asked about the anticipated number of trees. SHARE were aiming for 40-50 trees, being one for each family in the parish and to encourage children to get involved in the planting and maintenance work required.</p> <p>Cllr D Hicks suggested the group could rent land at the allotments or take over a corner of one of the parish council fields with the rent being set inline with the current tenancy charges.</p> <p>It was noted that conditions of the agreement stated trees needed to be planted on public land that also provided access to the public.</p> <p>Cllr D Smith proposed that everyone awaited the relaxation of the coronavirus lockdown rules in April 2021 when a site meeting could be arranged. This was seconded by Cllr T Brewer and unanimously agreed by those in the meeting.</p> | |
| 14 | <p>Correspondence / reports to be tabled by the Clerk. List not available.</p> <p>The Clerk continued to circulate email correspondence to Councillors.</p> <p>A request to complete a Sustainability Survey from Exeter University had been completed by the Chairman.</p> | |
| 15 | <p>To report any feedback from the notes of the last Community Network Meeting and raise any matters for future meetings. The Chairman gave a report on the recent Community Network Highway Scheme meeting where money had been allocated to South Hill parish. The Council had requested improvements at the Camelot junction, the repainting of the dragons teeth at Maders and replacement of the sign at Kerney Bridge be a priority. The repainting of the road markings at Mornick was routine maintenance. The bus stop sign plate for Golberdon was not included. Notes of the meeting had been circulated.</p> <p>Hayley Jewell (Head of Development Management) will attend the next Community Network Meeting to be held on the 1st April 2021. The Chairman had put forward the suggestion that the parish council should be contacted as to how cases were progressing through the enforcement process. There was evidently a backlog of cases to be investigated, with officers seemingly closing some cases prematurely to accommodate their workload.</p> <p>The Clerk had also raised a valid point that staff changes and the lack of continuity did not help.</p> | |
| 16 | <p>Emergency Plan . To confirm the date of the informal meeting to look at the contents of the Cornwall Council document and consider an Emergency Plan for South Hill parish. The informal meeting proved useful, and it was agreed any plan be kept simple and could easily be updated. A request will be made for anyone first</p> | |

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| | aid trained to come forward as a volunteer. | |
| 17 | Review of Parish Council policies. To carry out a review of policies to ensure information is updated, when required.. Standing Orders (noting that the current covid lockdown allowed the business of the council to be conducted by remote meetings). The Clerk had circulated the Standing Orders. Cllr D Smith offered to address item 3(i) that referenced the recording of proceedings and report back to the next meeting. | DSm |
| 18 | <p>Parish Matters / Any other business and items for the next meeting.</p> <ul style="list-style-type: none"> ○ Update on the provision of a new notice board at Brays Shop. The Clerks to Linkinhorne and Stoke Climsland parishes had obtained their quotations and a cost from South Hill was awaited. A decision would be made by all three councils once all prices had been obtained. if there was a 3 way split. As the board was situated on South Hill land our parish council would get the final say. ○ May 2021 Elections and timetable (circulated to Councillors). The Chairman will look at the power point presentation provided by CALC on the election timetable and would email Councillors to confirm. He also felt an induction pack for prospective candidates would be useful. ○ Donations – agenda item for the next meeting. ○ Policy review – Financial Regulations | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| 19 | Date of the meeting – Tuesday, 20 th April 2021. | |
| 20 | To close the Meeting. There being no further business the meeting closed at 9.16pm. | |

Dated 20th April 2021

Signed