

South Hill Parish Council

Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 18th May 2021 at 7.30pm.

Item No.		Action by
1	<p>Councillors present. Cllrs. D Hicks (Chairman), A Budd, Mrs L Moir, D Skelton, Mrs C Samuel, Mrs W Trewin, P Tunnicliffe.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk) One member of the public.</p>	
2	<p>Public Session (meeting then closes to the public). The Chairman opened the meeting and invited the member of the public to address the council, if they so wished.</p> <ul style="list-style-type: none"> ○ The lady highlighted the parking of vehicles outside the recreation field and the amount of cars often visiting the park. Entrances were obstructed but this was manageable. She asked the council about the possibility of creating additional parking inside the boundaries of the field. Cllr L Moir responded stating the Hall Committee needed to address this matter and consider leaving the entrance gates open to allow vehicles to park inside the hall grounds. It was also suggested that signage into the play area be improved and thoughts be given to closing off the lower pedestrian entrance. <p style="text-align: right;">(the member of the public left the meeting)</p>	
3	<p>Apologies for absence were received from Cllr D Smith.</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 in Agenda Item 13 (SHARE).</p>	
5	<p>Cornwall Council – report from Cllr Sharon Daw. No report received.</p>	
6	<p>Minutes – to approve the Minutes of the Meeting held on the 20th April 2021. Having received amendments to the minutes, it was agreed the Clerk make the necessary changes and represents them at the next meeting (Items 7, 8).</p>	
7	<p>Matters Arising. Item 19 SWWA – Cllr D Skelton reported that he had spoken to South West Water and explained the situation with the water leak and the actions that could be taken. This affected two properties and the occupants needed to resolve the matter. It was noted that without a resolution, water could enter the sewage system and overflow into the river, which would become an environmental issue in the River Lyhner. Cllr D Skelton will pass a reference number to the Clerk. Councillors agreed a letter be sent to SWWA and copied to the Environment Agency.</p>	Clerk

8	<p>Planning Applications / Planning Matters to include applications received between the publication of the agenda and the meeting.</p> <p>a) No applications received at the date of the agenda. Nothing to report.</p> <p>b) Update on planning enforcement cases. Cllr D Skelton stated that occupancy of the Stables at the Old School was never questionable, the council were concerned the structure seemed too big for the required need.</p> <p>It was agreed that Cllr D Skelton, on behalf of the parish council oversees the enforcement matters and liaises with the Clerk and Chairman.</p>	DSk
9	<p>Accounts / Financial Matters.</p> <p>a) To approve accounts presented for payment including the insurance renewal. The Clerk had circulated the payments. It was proposed by Cllr L Moir, seconded by Cllr A Budd and unanimously agreed the accounts be paid. The Clerk had received a letter from a parishioner, sent via a local resident, who had raised some questions about the donation given from the solar fund. The Clerk will respond stating that Councillors felt the application was merited and therefore supported. A letter of thanks had been received from those who received the funding. Cllr D Skelton felt the money should have been given once the project was completed, similar to the funding that was given to the church.</p> <p>b) To review the signatories on the bank account and decide if changes should be made. Cllr W Trewin recommended the bank mandate remains the same including access to online banking. Councillors agreed.</p> <p>c) To consider the cost of adding a documents column alongside the agenda and minutes on the parish council website. The Clerk will obtain a cost for this change to the website, but also questioned if this was required. Cllr A Budd advised the council to remember data protection when publishing items.</p>	Clerk
10	<p>Play Area –</p> <p>a) To receive a report on recent inspections and address any matters identified in the ROSPA report. The Clerk had circulated the ROSPA report to Councillors. Cllr A Budd offered to address any matters raised in the report.</p> <p>Update on the fencing work and timescale for completion. The fencing had been ordered and should arrived in 6-8 weeks. The contractor will be informed. Councillors agreed to reconsider the location of the bottom gate and decide if this should be moved further up the field. It was agreed that the fencing work be carried out at a suitable time, maybe avoiding the school holidays.</p>	AB Clerk
11	<p>Recreation Field –</p> <p>a) To report any matters requiring attention. No matters reported. Councillors were notified of the padlock code for the top entrance. Parking was now available on the area where the matting had been installed.</p>	

12	Footpaths – update on work, if available. Cllr A Budd reported that more posts had been ordered and there was plenty of work to be done. The Clerk to notify the CC Countryside Access Team about a letter sent to a local landowner that received no response.	Clerk
13	To decide on a date for a site meeting following the lifting of Covid restrictions to consider the request from SHARE to plant fruit trees on a public area within the parish. The scheme to involve local families (item discussed at the March and April meetings). Cllrs D Skelton declared an interest. It was agreed a site meeting be held on Friday, 21 st May 2021 at 7.00pm. The Chairman will contact members of SHARE to attend and Cllr D Smith (absent from this meeting).	Cllrs/ DH
14	Correspondence / reports to be tabled by the Clerk. Noted.	
15	Date of the next Community Network Meeting. Date to be confirmed.	
16	Emergency Plan for South Hill. To decide how to move forward with a plan. Councillors had received the Cornwall Council draft document. Cllrs L Moir and C Samuel agreed to take the lead on this project. Cllr D Skelton will pass on the information from the informal emergency plan meeting.	DSk
17	Review of Parish Council Policies. To carry out a review of the policies to ensure the information is up to date. <ul style="list-style-type: none"> ○ Amended Standing Orders and Financial Regulations to be approved and adopted. Councillors agreed to adopt the amended Standing Orders; proposed by Cllr L Moir, seconded by Cllr P Tunnicliffe. The Clerk to confirm the questions raised in the Financial Regulations. 	Clerk
18	To receive the action list provided by the Clerk – for information only. Noted.	
19	Co-option of two Councillors following the May 2021 elections. To agree the vacancies be advertised and co-option decided at the next meeting. Councillors agreed to advertise the two vacancies. The Clerk provided the notices.	
20	Parish Matters / Any other business and items for the next meeting. <ul style="list-style-type: none"> ○ Allotments – There were no vacancies for allotment plots although interest had been shown by people wishing to obtain a plot. Questions were asked about the condition of the plots and the Chairman suggested that Councillors visit the site on Friday, 21st May 2021 following the meeting with SHARE (Item 13). ○ Seat at Trevigro - Cllr A Budd will remove the seat that was beyond repair. A replacement was required. Agreed to put this item on the agenda for the next meeting. ○ Defibrillator – Cllr L Moir reported that the defibrillator was now registered with SERCO and now longer the South West Ambulance Service. ○ Dog Fouling – This was an ongoing problem. Cllr P Tunnicliffe who had taken on the reports for the South Hill Connection would remind dog owners of their responsibilities in his magazine article. ○ Maders Notice Board – Cllr D Skelton notified the council he no longer wished to maintain the notice board at Maders. Cllr W Trewin offered to 	Cllrs. AB/ Clerk PT

	put up the notices on this board as well as maintaining the Brays Shop board.	WT
21	Date of the next Meeting – Tuesday, 20 th June 2021.	
22	To close the Meeting. There being no further business the meeting closed at 9.20pm.	

Dated: 20th June 2021

Signed.