

South Hill Parish Council

Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 15th June 2021 at 7.30pm.

Item No.		Action by
1	<p>Councillors present. Cllrs. D Hicks (Chairman), Mrs L Moir, A Budd, P Tunnicliffe, Mrs C Samuel, Mrs W Trewin, D Skelton.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk) Cllr S Daw (Cornwall Council) Five members of the public</p>	
2	<p>Public Session (meeting then closes to the public). 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"> ○ Prospective candidates for the co-option to fill the two current vacancies on the parish council had come along to review how meetings were conducted and the Chairman explained that a separate evening was to be arranged for them to individually meet with Councillors. ○ Other members of the public had attended to express their concerns, objections and bring forward their knowledge on the planning application on tonight's agenda – PA21/04245. ○ A representative of SHARE had attended to answer any questions about the community orchard project. 	
3	<p>Apologies for absence were received from Cllr D Smith (Vice Chairman). There were two vacancies following the May 2021 elections.</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 – SHARE.</p>	
5	<p>Cornwall Council – report from Cllr Sharon Daw. Cllr S Daw gave an update on Cornwall Council matters and spoke about the licencing for temporary camping sites and the restricted number of days that had been extended under the Covid guidelines to 56 days for tents, but not caravans and motor homes. Cllr Daw had been appointment onto the Cornwall Council AONB and Miscellaneous Licencing and Appeals Committees. A discussion was held on the provision of fibre broadband and parts of the parish still without this facility.</p>	
6	<p>Minutes – to approve the Minutes of the Meetings held on the 18th May 2021. The Minutes of the Annual General Meeting held on the 18th May 2021 were approved and signed by the Chairman. Proposed by Cllr L Moir, seconded by Cllr W Trewin and unanimously agreed.</p>	

	<p>The Minutes of the Meeting held on the 18th May 2021 (following the AGM) were approved and signed by the Chairman. Proposed by Cllr L Moir, seconded by Cllr W Trewin and unanimously agreed.</p> <p>The amended Minutes of the Meeting held on the 20th April 2021 were approved and signed by the Chairman; proposed by Cllr L Moir, seconded by Cllr W Trewin and unanimously agreed.</p>	
7	<p>Matters Arising. AGM 18th May 2021. There were no matters arising from these minutes. Councillors noted that the election process and the difficulties some candidates had experienced when submitting their nomination papers. There were lesson to be learnt by Cornwall Council and issues in the future needed to be resolved. The Council agreed to take no further action on this matter. Date for Code of Conduct training sessions will be forwarded to Councillors.</p> <p>Council Meeting 18th May 2021. Item 7 – SWWA. The Clerk confirmed a letter had been sent to South West Water.</p>	Clerk
8	<p>Planning Applications / Planning Matters to include applications received between the publication of the agenda and the meeting.</p> <p>a) PA21/04245 Ms Melissa Cole, Land south of Barley House, Mornick – Application for planning consent for the expansion of existing camping use. Having considered the proposals and aspects of the site in general, the parish council resolved to object to this application. The positioning of the land and the site itself is unsuitable given the ground precipitance. The site would dominate and spoil the existing appearance of the valley. Parking for the site is insufficient and turning areas are not available. Access is only suitable by foot. Proposed by Cllr P Tunnicliffe, seconded by Cllr W Trewin and unanimously agreed. Cllr D Skelton comments about trees was not a planning issue.</p> <p style="text-align: center;">(Cllr Daw and members of the public left at 8.10pm)</p> <p>b) Update on planning enforcement cases. Nothing to report. The Clerk will forward recent case number to Cllr D Skelton along with an email concerning Kerney Cottage.</p>	Clerk Clerk
9	<p>Accounts / Financial Matters.</p> <p>a) To approve accounts presented for payment including the insurance renewal. Payments were circulated by the Clerk. It was proposed by Cllr W Trewin, seconded by Cllr L Moir and unanimously agreed the accounts be paid.</p> <p>b) To approve the accounts for the 2020/2021 financial year. The Clerk reported that the audit was being done. Deferred to the extraordinary meeting.</p> <p>c) To consider the cost of adding a documents column alongside the agenda and minutes on the parish council website. It was proposed by Cllr A Budd, seconded by Cllr P Tunnicliffe and unanimously agreed the website be amended at the cost of £30.00. The Clerk will ask for a</p>	

	breakdown of costs to enable the website to meet legislation and be reader friendly and assessable to the partially sighted.	Clerk
10	<p>Play Area –</p> <p>a) To receive a report on recent inspections and address any matters identified in the ROSPA report. Cllr A Budd outlined the minor work required following the ROSPA report and these were being addressed. There were no high risks matters identified.</p> <p>Update on the fencing work – timescale for delivery and start date. The Chairman notified Councillors that the fencing would be delivered between the 9th and 15th July 2021. It was noted that pending the actual delivery date and the availability of the contractor, the fencing may or may not be fitted before the school summer holidays. It was proposed by Cllr P Tunncliffe, seconded by Cllr L Moir and unanimously agreed to try and get the fencing up before the holidays, if possible. Cllr D Skelton questioned the way in which tenders for the fitting of the fencing had been received, and the Clerk explained that owing to Covid restrictions, and the avoidance of handling paper documents, the tenders had been received by email and numbered and enveloped by the Clerk. Cllr D Skelton felt this process should have been reported prior to seeking tenders.</p>	
11	<p>Recreation Field –</p> <p>a) To report any matters requiring attention. Cllr L Moir had provided notices to encourage drivers to park in the car park and not on the public highway. It was proposed by Cllr L Moir, seconded by Cllr A Budd and unanimously agreed to leave the lower entrance as it is now. Cllr D Skelton suggested the parking of football club vehicles be highlighted when the contract to use the field is renewed.</p> <p>b) The matting recently installed at the top of the field had been damaged by the contractors' mower. Cllrs. D Hicks and P Tunncliffe offered to inspect and repair.</p> <p>c) Cllr L Moir offered to speak to the lady who as using the field for fitness sessions. It was proposed by Cllr D Skelton, seconded by Cllr W Trewin and unanimously agreed a charge of £5.00 be made each time the field is used by this lady, and a copy of her insurance obtained. The hire of the field document would also be signed and parking would be moved should the car park be needed by someone using the hall.</p> <p>d) Cllr D Skelton asked why the area at the top of the field, to be planted as a wild-flower meadow, had not been strimmed. The Chairman and Clerk will speak to the contractor.</p>	DH/ PT LM DH/ Clerk
12	<p>Footpaths / Public Rights of Way. Cllr A Budd reported work had been completed to strim the path and fix the post at Trevigro. A post at Haye had also been replaced. Cllr Budd was awaiting the post brackets and the supplier will be contacted regarding payment.</p> <p>Cllr D Skelton was to complete the forms for volunteer work on the public rights of way.</p> <p>Cllr L Moir offered to speak to a landowner previously contacted by the parish council who had not responded.</p>	Clerk DSK LM

13	<p>SHARE - To report on the site meeting held on the 21st May 2021 and consider the request from SHARE to plant fruit trees on a public area within the parish.</p> <p>Cllr D Skelton declared an interest and left the meeting for this item.</p> <p>Further to the site meeting held on the 21st May 2021, it was suggested that the top of the councils field at Golberdon be offered to SHARE for the creation of a community orchard consisting of fifty apple trees to commemorate the Queens Jubilee. The Chairman had spoken to the tenant of the field and suggested that Kivells be appointed to produce a licence and make the necessary amendments to the current tenancy agreement.</p> <p>Questions were raised on who would manage the orchard, carry out the grass cutting and site maintenance and, as it had been mentioned, the trees would be donated to individual families, what would happen if a family left the parish? It was felt SHARE should take on any maintenance work, keep the site mowed and generally ensure the orchard is being treated correctly.</p> <p>It was proposed by Cllr P Tunncliffee, seconded by Cllr L Moir and unanimously agreed the project be given the go ahead as discussed; and any legal fees and fencing costs to be taken from the Solar Fund.</p> <p>It was noted that preparation work needed to start in October 2021 for planting in March 2022.</p>	Clerk/ DH
14	<p>Allotments – to report on the site meeting held on the 21st May 2021. A site visit had been held and plots were generally looking very tidy. The Clerk will speak to an allotment holder to see if they wished to relinquish their tenancy on one plot. Cllr L Moir offered to get a new padlock for the gate as the existing one had broken.</p> <p>The Clerk had provided the Chairman with the updated list of contacts for allotment holders.</p> <p>Cllr A Budd did not wish to oversee the allotments (as recorded in previous minutes). Cllr C Samuel offered to take on this role.</p>	Clerk LM CS
15	<p>Correspondence / reports to be tabled by the Clerk. The Chairman tabled the correspondence report. Noted.</p>	
16	<p>Date of the next Community Network Meeting. 22nd July 2021.</p>	
17	<p>Co-option of Councillors – to arrange a date for a meeting to interview candidates for co-option and agree that a decision be made at that meeting. The successful candidates will then be invited to join the council at the meeting on the 20th July 2021. It was agreed that an extraordinary meeting be held on Tuesday, 29th June 2021 to allow co-option candidates the opportunity to come along and meet the council. Councillors will also make their decision. Candidates will be notified and given a time to attend.</p>	Clerk
18	<p>Review of Parish Council Policies. To carry out a review of the council’s policies to ensure information is kept up to date.</p> <ul style="list-style-type: none"> ○ Financial Regulations to be approved and adopted. The Clerk clarified the wording on Item 11 and agreed to circulate this to Councillors. 	Clerk
19	<p>To receive the action list provided by the Clerk – for information only. Noted. Cllr D Skelton felt the action list should be circulated before actions had been completed.</p>	

20	To agree that a new seat is purchased for Trevigro and look at products available. The Clerk had obtained costs for various seats. The Chairman had obtained some cast iron seat ends at the cost of £70.00 and Cllr A Budd offered to get the timber and construct the bench should the council agreed to this. It was proposed by Cllr L Moir, seconded by Cllr W Trewin and unanimously agreed the cast iron ends be used and new timber purchased. Cllr L Moir offered to help.	DH/ AB/ LM
21	Parish Matters / Any other business and items for the next meeting. <ul style="list-style-type: none"> ○ It was noted that an accident had occurred at Maders due to speeding. The dragons' teeth road marking had been repainted, but the short span of road and lack of street lighting restricted options on what could be done to address the problems in this area. Cllr A Budd suggested the matter be addressed at the next Community Network Meeting when officers from Cornwall Council and the police will be in attendance. ○ The volunteers carrying out the Community Speed Watch were preparing to restart after the Covid restrictions. ○ Cllr P Tunnicliffe had received reports of potholes from South Hill to Brays Shop. He had advised residents to report them online. Cllr D Hicks had also reported them. ○ Councillors were made aware that a resident had suffered a heart attack but did not require the defibrillator. This highlighted the need for defibrillator training and Cllrs L Moir and C Samuel were addressing this as part of the Emergency Plan. The Council agreed to pay for basic first aid training, if required. ○ Cllr W Trewin reported three bollards had been installed at the lay-by to prevent lorry parking. 	Clerk/ CS/ LM
22	Date of the next Meeting – Tuesday, 20th July 2021.	
23	To close the Meeting. There being no further business the meeting closed at 9.22pm.	

Dated.

Signed.