

## South Hill Parish Council

**Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 21<sup>st</sup> September 2021 at 7.30pm.**

Item No.		Action by
1	<p><b>Councillors present.</b> Cllrs. D Hicks (Chairman), D Smith (Vice Chairman), Mrs W Trewin, Mrs L Moir, D Skelton, G Hardman, Mrs C Samuel, Mrs H Curtis, P Tunnicliffe</p> <p><b>Also attending.</b> Mrs J Hoskin (Parish Clerk)</p>	
2	<p><b>Public Session (meeting then closes to the public).</b> There were no members of the public present.</p>	
3	<p><b>Apologies for absence</b> were received from Cllr A Budd.</p>	
4	<p><b>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.</b> Cllr G Hardman declared an interest on Agenda Item 8a) planning application PA21/07846.</p>	
5	<p><b>Cornwall Council – report from Cllr Sharon Daw.</b> No report received.</p>	
6	<p><b>Minutes – to approve the Minutes of the Meeting held on the 20<sup>th</sup> July 2021.</b> The minutes of the meeting held on the 20<sup>th</sup> July 2021 were approved by the majority vote and signed by the Chairman. Proposed by Cllr D Smith, seconded by Cllr W Trewin. Cllr D Skelton abstained.</p> <p>The Chairman reminded Councillors that they were all given the opportunity to respond with any proposed amendments to the minutes when they were sent out.</p> <p>Cllr D Smith stated that there was no need to minute every intricate discussion.</p>	
7	<p><b>Matters Arising.</b></p> <p><b>Item 7</b> – The Chairman notified the meeting that nothing had yet been done regarding the presentation for the retired Cllr T Brewer as clarification was needed on the actual dates he had served on the parish council and this was being sought.</p> <p><b>Item 15 Neighbourhood Development Plan</b> – Cllr P Tunnicliffe had written to the Cornwall Council planning department with his suggestion to change the “settlement” wording, asking if this minor amendment could be made. This lengthy process would involve a referendum so he suggested the Council leaves it as written, stating that the parish council must not appear to contradict the Neighbourhood Plan when responding to planning applications.</p> <p><b>Item 16 Correspondence</b> – Cllr D Skelton spoke about the email received from Cllr B Jordan and he would put together his thoughts and circulate to everyone.</p>	DH/ Clerk

8	<p><b>Planning Applications / Planning Matters to include applications received between the publication of the agenda and the meeting.</b></p> <p>a) <b>PA21/07846 Mr G Hardman, Hemma, road from junction next to Caradon View to junction next to Belle Vue, Maders, Callington – To replace existing conservatory roof with a replica tiled roof.</b> It was noted this application was circulated in the summer recess period and Councillors had support the application. Cllr G Hardman declared an interest and abstained.</p> <p>b) <b>PA21/08230 Mr &amp; Mrs A Bloomfield, Kellys Field Barn, Golberdon, Callington – Proposed extension and re-modelling.</b> The parish council raised no objection to this application as it stands but note there have been multiple extensions added in the past and would therefore request that a restriction is applied to prevent any future developments on this site. Proposed by Cllr D Smith, seconded by Cllr D Skelton and unanimously agreed.</p> <p>c) <b>Enforcement matters</b> – The Clerk had again written to the Cornwall Council enforcement team regarding Pine Ridge and the Chairman detailed the response. Cllr D Smith proposed that a further letter is sent expressing the parish councils’ displeasure in the response reiterating the current restrictions on one caravan were valid until 2022 and actions should be taken to prevent the retention of this caravan creating a further extension to the site. This was seconded by Cllr D Skelton and unanimously agreed. It was also felt the enforcement team needed to justify their actions.</p>	Clerk
9	<p><b>Accounts / Financial Matters.</b></p> <p>a) <b>To approve accounts presented for payment.</b> The council approved the payment of accounts as circulated by the Clerk. Proposed by Cllr W Trewin, seconded by Cllr P Tunnicliffe and unanimously agreed. The Clerk expressed her thoughts about not publishing the payments with the agenda papers as invoices received in the week leading up to the meeting now had to be held over until the following month.</p> <p>b) <b>To consider the £12 for the replacement battery for the Community Speed Watch gun and resolve to reimburse this amount from the parish council funds.</b> The Council were happy to reimburse the £12.</p> <p>c) <b>To note the questions raised to PKF Littlejohn LLP on the 2020/2021 audited accounts, matters resolved and compliance with the Transparency Code.</b> Cllr D Skelton had contacted the external auditors PKF Littlejohn raising questions about the audited accounts. The Clerk had received correspondence from the external auditors and having liaised with the Chairman, had resolved the matter. It was noted that the public rights of inspection notice had been redated and republished. Further discussion had led to item 9d) being placed on the agenda for this meeting. The Chairman and Vice Chairman had met with Cllr Skelton. The Clerk reminded Cllr Skelton he was governed by the Code of Conduct and actions taken as a councillor should not be carried out without the consent of the council.</p>	

	<p><b>d) To agree that the approval of the 2020/2021 audited accounts and the Annual Governance Statements, as circulated and accepted by the parish council on the 20<sup>th</sup> July 2021, included the approval of Page 3 – the Certificate of Exemption.</b> Cllr D Smith proposed this motion, as written be accepted. This was seconded by Cllr D Skelton and unanimously agreed.</p>	
<b>10</b>	<p><b>Play Area –</b></p> <p><b>a) To receive recent inspection reports and address any matters identified.</b> Cllr L Moir presented the inspection reports with no matters identified. The wasps had now gone. Further comments had been received about the tractor as toddlers could not reach the steering wheel when sat on the seat. Cllr P Tunnicliffe suggested that some bucket type seats be provided for younger children. Costs to be investigated.</p> <p><b>Update on the installation of the new fencing.</b> The fencing work was almost complete and the Vice Chairman notified the meeting that a section where the fence meets the hedge needed to be built up. Minor finishes touches were to be done. It was agreed that the fence was looking good and a large improvement on the previous structure. Cllr D Skelton asked if anyone had looked at the specification to see if the fitting had been completed correctly. The Chairman and other councillors had monitored the installation work. Councillors will inspect the new fence before the next meeting.</p>	<p>DH/ Clerk</p> <p>Cllrs.</p>
<b>11</b>	<p><b>Recreation Field –</b></p> <p><b>a) To report any matters requiring attention.</b> Cllr L Moir reported one side of a goal post was loose.</p> <p><b>b) Review of field hire agreement and the requirements to keep noise down – not consistent with the hire terms for the parish hall.</b> Following a discussion, it was proposed by Cllr D Hicks, seconded by Cllr D Skelton and unanimously agreed to amend the hire terms for the field to reflect the hire terms for the hall in relation to late night parties / music.</p> <p><b>c) Cricket and Football Clubs.</b> It was agreed that the field agreement with Callington Colts football club be amended to accommodate the use of the pitch by the cricket club. It was proposed by Cllr D Hicks, seconded by Cllr P Tunnicliffe and agreed by the majority that the annual lease for the football club remain at £175. Cllr D Smith declared an interest and abstained for this matter. The council also agreed to amend the dates on the football club lease to accommodate training and matches from 1<sup>st</sup> August – 31<sup>st</sup> May. Cllr D Smith to amend the wording and present to the next meeting. It was noted that most cricket matches would be on a Sunday. The football club will be asked to confirm match fixtures and advance notice of any Sunday games. The cricket club to also provide match dates.</p>	<p>Clerk</p> <p>DSm/ Clerk</p>

	<p>Cllr L Moir highlighted the risk of cricket balls damaging the solar panels on the hall roof and the plastic awning. It was suggested a vertical net be put up on match days.</p> <p>Having noted that the cricket club were prepared to cut the field it was agreed to seek further information before a decision was made on the hire charge. Some councillors felt it was better to keep the grass cutting and hire as two separate matters. Agreed to place this on the agenda for the next meeting.</p> <p>Cllr G Hardman felt the parish council should encourage the use of the field, whenever possible and suggested the hire rate for the cricket club should be the same pro rata as the football club (£17.50 per month for the playing season) Cllr D Smith agreed.</p> <p><b>d) Wildflower Area.</b> Cllrs. H Curtis and G Hardman had started to cultivate the area for planting and the council agreed to pay the fuel costs for a rotavator being used. Some bulbs had already been planted with seeds to follow.</p>	<p>Clerk</p> <p>HC/GH</p>
<b>12</b>	<b>Footpaths / Public Rights of Way.</b> The Clerk had obtained some way marker discs for footpaths.	
<b>13</b>	<p><b>Community Orchard / Allotments.</b> Cllr G Hardman reported on the online public consultation survey. The survey covered the PL17 postcode area and to date 51 of the 53 responses were in favour with many offers to help.</p> <p>Cllr Hardman and the Chairman detailed the area to accommodate the allotments and it was agreed that six plots be created. The Chairman was arranging for the current lease to be amended. Cllr Samuel ask the council as to what extent the allotment plots would be prepared in advance of letting. The parish council would carry out the initial cultivation work and mark the plots that would be similar in size to the current allotments.</p> <p>The Chairman and Cllr G Hardman will mark out the areas required including an area for fencing / gates.</p> <p>Cllr C Samuel was authorised to purchase a new padlock for the gate at the existing allotment field.</p>	<p>DH/GH</p> <p>CS</p>
<b>14</b>	<b>Bus stop at Golberdon – to agree that a contractor be appointed to trim back the hedge and grass area adjacent to the bus stop.</b> The Chairman had strimmed the area around the bus stop. Cllr D Skelton identified the section on the opposite side of the road where children go off. The question was asked as to where the bus actually stopped, and the Chairman offered to get the matter sorted.	DH
<b>15</b>	<b>Climate Change working group meeting – date to be confirmed (postponed March 2020).</b> Cllr D Skelton offered to arrange a date for the meeting depending on the availability of the hall, and report back to Councillors. Cllr Skelton felt the group should be a maximum of fifteen people with representatives from the parish council included. <p>Cllr D Smith stressed the importance of advertising the event.</p>	DSk
<b>16</b>	<b>Emergency Plan – update on the plan and first aid training course.</b> A draft of the 2021 Emergency Plan had been circulated by Cllr L Moir. It was agreed to	LM/

	<p>use the document and Cllr L Moir to get copies printed to hand out. Copies to be placed on the parish notice boards and website.</p> <p>Cllrs. L Moir and C Samuel to hold the list of contact details.</p> <p>Cllr C Samuel reported that first aid training was booked for the 25<sup>th</sup> October 2021 for up to twelve people.</p> <p>Cllr D Skelton reminded the council it was good practice to have the parish council contact details on the notice board.</p>	<p>Clerk</p> <p>LM/CS</p>
<b>17</b>	<p><b>Correspondence / reports to be tabled by the Clerk.</b> Noted. Cllrs G Hardman and H Curtis to attend the CALC Code of Conduct training on the 17<sup>th</sup> November 2021.</p>	<p>GH/HC</p>
<b>18</b>	<p><b>Date of the next Community Network Meeting – 21<sup>st</sup> October 2021.</b></p>	
<b>19</b>	<p><b>Review of Parish Council policies – to carry out a review of the councils’ policies to ensure information is kept up to date.</b></p> <ul style="list-style-type: none"> <li>○ <b>To resolve that Councillors review the remainder of the policies and report back on any recommended changes to these documents.</b></li> </ul> <p>Councillors were asked to review the policies that were published on the parish council website and report back to the Clerk and Chairman on any recommended changes. These to be listed on the agenda for the next meeting.</p> <ul style="list-style-type: none"> <li>○ Cllr D Skelton stated there were two version of the Code of Conduct on the parish council website. Cllr D Smith confirmed the 2021 version was the draft received from CALC and the two would be replaced by the final version once adopted.</li> </ul>	
<b>20</b>	<p><b>To note the action list provided by the Clerk.</b> Noted.</p>	
<b>21</b>	<p><b>Parish Matters / Any other business and items for the next meeting.</b></p> <ul style="list-style-type: none"> <li>○ Remembrance Service. It was proposed by Cllr D Hicks that the wreath from 2020 be res-used and a and donation of £25 be given to the Royal British Legion Poppy Appeal. This was seconded by Cllr D Skelton and unanimously agreed.</li> </ul>	
<b>22</b>	<p><b>Date of the next Meetings – Tuesday, 19<sup>th</sup> October 2021.</b></p>	
<b>23</b>	<p><b>To close the Meeting.</b> There being no further business the meeting closed at 9.25pm.</p>	

Dated. 19<sup>th</sup> October 2021

Signed