

South Hill Parish Council

Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 21st June 2022 at 7.30pm.

Item No.		Action by
1	<p>Councillors present. Cllrs. D Smith (Chairman), Mrs C Samuel (Vice Chairman), D Hicks, Mrs L Moir, P Tunnicliffe, D Skelton, G Hardman, Mrs H Curtis, Mrs W Trewin, A Budd.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk)</p>	
2	<p>Public Session (meeting then closes to the public). No members of the public present.</p>	
3	<p>Apologies for absence. None.</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.</p> <p>Cllrs. D Hicks and P Tunnicliffe declared an interest on agenda item 8a) planning application PA22/04756.</p> <p>Cllr C Samuel declared an interest on agenda item 16 BT Openreach.</p> <p>Cllrs W Trewin and L Moir declared an interest on item 9a) accounts.</p>	
5	<p>Cornwall Council – report from Cllr Sharon Daw. No report received. The Chairman had spoken to Cllr Daw about a parishioners complaint in relation to the diversion signage for the road works / road closure at Golberdon to Kerney Bridge. It was noted that delivery drivers may be affected by this.</p> <p>It was noted that Cllr Daw had retracted the parish council’s community chest application for funding of £300 to support jubilee events as her interpretation was the grant should be used to provide commemorative gifts. The first grant had been spent on medals, prizes and some mugs. A new application will now be submitted requesting £300 towards the cost of new play equipment.</p> <p>The Chairman offered to speak to Cllr Daw about attending future meetings, sending reports if unable to attend, and her feedback on matters relating to the school bus service, planning enforcement and diversion route signage.</p>	Clerk DM
6	<p>Minutes –</p> <ul style="list-style-type: none"> ○ to approve the Minutes of the Meetings held on the 17th May 2022. The Minutes of the Meetings held on the 17th May 2022 were approved and signed by the Chairman following an amendment to the full council minutes, item 1 (Cllr D Hicks was not the Vice Chairman). Proposed by Cllr Hardman, seconded by Cllr Tunnicliffe and unanimously agreed. ○ To note that recommended changes to draft minutes be submitted to the clerk within 2 days of receipt. The Chairman advised Councillors that recommended changes to the draft minutes should be submitted to the Clerk within two days of Councillors receiving them. Councillors agreed to trial this process. 	Cllrs.

	<table border="1"> <tr> <td data-bbox="287 190 443 230">Receipt</td> <td data-bbox="443 190 1114 230">Allotment rent</td> <td data-bbox="1114 190 1286 230">£ 30.00</td> </tr> </table>	Receipt	Allotment rent	£ 30.00	
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	<p>Cllr Hicks had contacted the company regarding the annual payment from the solar farm.</p> <p>b) To approve the end of year accounts for 2021/2022. The accounts and audit report had been circulated to Councillors. It was proposed by Cllr Hicks, seconded by Cllr Tunnicliffe and unanimously agreed the accounts be approved. Cllr Skelton requested a copy of the bank statements for this financial year. The Chairman offered to deal with this request.</p> <p>c) To complete the Annual Governance and Accountability Return (AGAR forms) for 2021/2022. It was agreed the Clerk contacts the auditor to clarify if the agar forms 2 or 3 should be completed. The council discussed the internal audit report and the agar questions. Councillors were happy that internal controls were compliant with the requirements, but Cllr Skelton questioned the process. It was agreed to completed and approve the annual governance statement and give the Clerk and Chairman the authority to clarify the forms to be completed, along with the value of assets, and return the forms to the auditors, once signed. Proposed by Cllr Hardman, seconded by Cllr Budd and agreed by the majority. Cllr Skelton abstained.</p> <p>d) Financial internal controls and budget monitoring. Discussed under item c) of this meeting. The Chairman will look at the accounts based on forecast against budget on a quarterly basis for June, September, December and March.</p>	<p>DSm</p> <p>Clerk/ DSm</p>			
<p>10</p>	<p>Play Area –</p> <p>a) To receive inspection reports and address any matters identified. Cllr Moir reported the site was tidy, the area needed strimming. Japanese knotweed remained evident in other areas of the field. Cllr Moir having spoken with the local resident who specialises in the treatment of Japanese knotweed and other plants and presented his costs to carry out the work in treating the knotweed. It was proposed by Cllr Hardman, seconded by Cllr Tunnicliffe that the parish council sets a budget of £500 to address the treatment of Japanese knotweed within the recreation field, play area, boundary hedge and the field at Golberdon. This was unanimously agreed. Cllr Hicks will advise the tenant of the field about the work to be done. This will be followed up by a letter from the Clerk. The willow tunnel had received some maintenance in the Spring.</p> <p>b) Update on costs for new play equipment and funding applications. Awaiting a reply from the CIL expression of interest form. Cllr Curtis had nothing to report but she was awaiting the criteria to be published on the funding for village halls to see if this included the development and managements of outside spaces.</p> <p>c) Costs to carry out the work identified in the tree survey and appoint a contractor. Deferred until the July meeting.</p>	<p>DH/ Clerk</p>			

11	<p>Recreation Field –</p> <p>a) To report any matters requiring attention. It was noted an area adjacent to the matting by the section of concrete was collecting water. The Chairman had spoken to new officers of the hall committee in relation to the booking process for the field should anyone booking the hall wanting the use of the field as well.</p> <p>b) Quotations for the work required following the tree survey. Deferred until the July meeting.</p> <p>c) Grass Cutting Contract – to appoint a new contractor for the work. Councillors were made aware the appointed contractor was unable to carry out the work. The previous contractor, Mr Roger Parkyn who had also tendered, has stepped in and cut the field prior to the jubilee weekend. It was proposed by Cllr Smith, seconded by Cllr Moir and unanimously agreed to contract be offered to Mr Parkyn as per his tender price. The insurance details will be obtained.</p> <p>d) Hedge Trimming. Nothing to report.</p>	Clerk
12	<p>Footpaths / Public Rights of Way – update on work to be done. Cllr Budd stated no work had been carried out during the last month but worked was planned to improve the surface of the walkways on the bridges at Mornick and Lansugle. It was noted the path between Mornick and Linkinhorne was very overgrown. The Clerk will request information from Cornwall Council on the Local Maintenance Partnership for public rights of way.</p>	AB Clerk
13	<p>Parish Council Field, Golberdon – to open the tenders for fencing the lad adjacent to the Community Orchard. Deferred until the July meeting. Tenders needed to be returned by the 30th June 2022. It was agreed that a delegation of two councillors, along with the Clerk open the tenders prior to the next meeting and present their recommendations. Proposed by Cllr Skelton, seconded by Cllr Curtis and unanimously agreed.</p>	Clerk
14	<p>Allotments – update on the new allotment site. The six new plots had been ploughed and rotavated. Cllr Samuel reported five plots had been allocated leaving one vacant. It was agreed the first tenancy agreements be issued starting on the 1st July 2022 and finishing on the 31st March 2023. They will then be issued on an annual basis in line with the financial year and agreements for the current allotments. The charge being £15 per plot. The Clerk will issue the tenancies and Cllr Samuel will hand deliver them to allotment holders.</p>	
15	<p>Climate Change working group – update on plans to address climate change. Meeting date. A hybrid meeting was being held on the 30th June 2022 at 7.00pm in the parish hall.</p>	
16	<p>Update on the BT Openreach for provision of broadband to Berrio, Eqypt, Trewoodloe and nearby properties and draft agreement. Nothing to report.</p>	

17	<p>Correspondence / reports to be tabled by the Clerk. Noted.</p> <p>The Clerk had received notification from the Hall Committee about the increase in hire rates.</p> <p>The Charman had responded to the hall committee in relation to the three questions raised, namely</p> <ol style="list-style-type: none"> 1. confirming the process regarding the hire of the recreation field when in conjunction with hiring the hall. 2. confirming that a proposal for maintenance work on the hall roof was not made by the council. # 3. giving advice on how to apply for the use of the Solar Funds for a project. 	
18	<p>Date of the next Community Network Meeting. No meeting date received.</p>	
19	<p>Queens Platinum Jubilee 2nd-5th June 2022. Feedback on events held. Events had been a success and well supported. Costs had been covered. Cllrs Moir and Samuel along with those who helped were thanked by the Chairman for instigating and organising the two days of celebrations.</p>	
	<p>At 9.30pm it was proposed by Cllr Skelton, seconded by Cllr Tunicliffe and unanimously agreed the meeting continues for a further 30 minutes.</p>	
20	<p>Proposals for an affordable housing scheme in Golberdon – update from Cornwall Council Housing. Meeting with CCLT. A Microsoft teams meeting had been arranged for 10.00am on Thursday, 23rd June 2022. The Chairman suggested CCLT be contacted following the outcome of this meeting.</p>	
21	<p>To discuss the options for the provision of an electric vehicle charging point. Item deferred. Councillors were asked to look at the information circulated by Cllr Hardman.</p>	
22	<p>To note the action list provided by the Clerk – for information only. Noted.</p>	
23	<p>Parish Matters / Any other business and items for the next meeting.</p> <ul style="list-style-type: none"> ○ Defibrillator. Following a discussion, it was agreed to consider replacing the current defibrillator given the maintenance costs for the current defib. Cllr Curtis had researched costs and the Chairman notified this project was not included in the current year’s budget although funds could be moved around. Cllr Hardman advised the council to budget an amount every year purposely to maintain and upgrade the defibrillator in the future. Fundraising events could be held and funding sourced. Training was also available at the cost of £175 for up to 50 people. It was agreed to place this on the agenda for the July meeting. ○ Bray Shop Notice Board. The Clerk had received a report the new notice board at Bray Shop had been removed. Cllr Trewin notified the meeting it had been taken down, strengthened and had now been refitted. ○ Tree planting – It was agreed to place an item on the agenda for the next meeting following a request to plant a tree in honour of a previous Councillor. 	

24	Date of the next Meeting – Tuesday, 19 th July 2022.	
25	To close the Meeting. There being no further business the meeting closed at 10.00pm.	

Dated. 19th July 2022

Signed.