

**South Hill Parish Council**

**Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 17<sup>th</sup> January 2023 at 7.30pm.**

Item No.		Action by
1	<p><b>Councillors present.</b> Cllrs. D Smith (Chairman), Mrs C Samuel (Vice Chairman), A Budd, G Hardman, Mrs W Trewin, P Tunnicliffe, Mrs H Curtis, D Hicks, D Skelton.</p> <p><b>Also attending.</b> Mrs J Hoskin (Parish Clerk)</p>	
	The Chairman opened the meeting and wished everyone a Happy New Year.	
2	<b>Public Session (meeting then closes to the public).</b> There were no members of the public present.	
3	<b>Apologies for absence.</b> None.	
4	<b>Members Declarations of Interest. Councillors to register any declarations of interest. To advise of any dispensation to be granted in line with the Code of Conduct.</b> None declared at this stage of the meeting.	
5	<b>Cornwall Council – report from Cllr Sharon Daw.</b> No report received.	
6	<b>Minutes – to approve the Minutes of the Meeting held on the 20<sup>th</sup> December 2022.</b> The minutes of the meeting held on the 20 <sup>th</sup> December 2022 were confirmed and signed by the Chairman; proposed by Cllr Tunnicliffe, seconded by Cllr Curtis and unanimously agreed.	
7	<p><b>Matters Arising except matters listed below.</b></p> <p><b>Item 17 Bus stop sign</b> – the bus stop plate had now been fitted to the post. Cllr Skelton reported this was funded by the Cornwall Council Community Network Highway Scheme and funding for further schemes could be applied for. Cllr Tunnicliffe will mention this in his report for South Hill Connection asking the public to suggest any highway improvements that could be considered.</p>	PT
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>PA22/11033 Mr Adam Baker, The Downs, Golberdon – Two storey extension to existing dwelling.</b> Having received a report from the Chairman on the site meeting held and confirmation from the applicant about the renewable energy proposals, it was proposed by Cllr Hicks, seconded by Cllr Hardman and unanimously agreed to support the application, requesting that a condition be applied that a previous application on the site (PA19/10105) be rescinded to prevent overdevelopment.</p> <p>b) <b>Planning matters – update on enforcement matters, if available.</b> No updates were reported. It was noted that current enforcement cases at Kerney Cottage did not expire for eight months.</p>	

9	<p><b>Accounts / Financial Matters.</b></p> <p>a) <b>To approve accounts as circulated by the Clerk.</b> The council approve the payment of accounts, as presented. Proposed by Cllr Curtis, seconded by Cllr Hardman and unanimously agreed.</p> <table border="1" data-bbox="290 370 1275 595"> <thead> <tr> <th></th><th><b>Parish Council Account</b></th><th>Net</th><th>Vat</th><th>Total</th></tr> </thead> <tbody> <tr> <td>BACS</td><td>J Hoskin – Clerks payment plus expenses December 2022</td><td>£ 194.48</td><td></td><td>£ 194.48</td></tr> <tr> <td>Cheque</td><td>HMRC</td><td>£ 46.12</td><td></td><td>£ 46.12</td></tr> <tr> <td>BACS</td><td>Western Web – annual renewal</td><td>£ 67.00</td><td>£ 13.40</td><td>£ 80.40</td></tr> <tr> <td>BACS</td><td>Parklife – knotweed treatment</td><td>£ 50.00</td><td>£ 10.00</td><td>£ 60.00</td></tr> </tbody> </table> <p>b) <b>Cost of membership to the Cornwall Association of Local Councils (CALC).</b> It was proposed by Cllr Hicks, seconded by Cllr Budd and unanimously agreed to renew the membership with CALC at the cost of £269.47 plus £47.15 Vat = £ 316.62. The membership to run from February 2023 and continue for the 2023/2024 membership year.</p> <p>c) <b>To approve the final budget for the 2023/2024 financial year.</b> It was proposed by Cllr Hardman seconded by Cllr Skelton and unanimously agreed the final budget, as circulated by the Chairman, be accepted. The Clerk will place a copy on the councils website.</p>		<b>Parish Council Account</b>	Net	Vat	Total	BACS	J Hoskin – Clerks payment plus expenses December 2022	£ 194.48		£ 194.48	Cheque	HMRC	£ 46.12		£ 46.12	BACS	Western Web – annual renewal	£ 67.00	£ 13.40	£ 80.40	BACS	Parklife – knotweed treatment	£ 50.00	£ 10.00	£ 60.00	
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10	<p><b>Play Area –</b></p> <p>a) <b>To receive inspection reports and address any matters identified.</b> No matters reported. Cllr A Budd did highlight a bench that would require replacing sometime in the future. Cllr Tunnicliffe offered to carry out the inspections for the next four weeks.</p> <p>b) <b>To receive the cost of post guards for the new swings.</b> Cllr Curtis notified the council that, in retrospect, the guards should have been fitted at the time of installation. However, she was investigation options and would report back.</p> <p>c) <b>To obtain costs for the prioritised tree work as identified in the recent tree survey report.</b> The Clerk had requested quotations be back by the February 2023 meeting. Cllr Skelton asked for the list of contractors provided by Jason Bellenger. The Clerk will contact Mr Crabb to see if he is happy to continue with the strimming work for the next year.</p> <p>d) <b>New play equipment –</b> It was decided to have a long-term plan for more play equipment starting in the 2024/2025 financial year; and look at various funding options and items that children requested.</p>	PT  HC  Clerk  Clerk																									
11	<p><b>Recreation Field –</b></p> <p>a) <b>To report any matters requiring attention.</b> Nothing to report. Cllr Curtis will circulate the management proposals for the field once received from Andrew Price (Parklife). It was agreed to look at the proposals before discussing any changes to the grass cutting contract. Cllr Skelton will speak to the current contractor to establish if he wishes to continue for another year.</p>	HC  DSK																									

12	<b>Footpaths / Public Rights of Way – update on work to be done.</b> Cllr Tunnicliffe had obtained information about the requirements from the parish council and contractor for the CC LMP maintenance work. Tenders will need to be obtained. The work to be advertised.	PT/ Clerk
13	<b>Update on the installation of the new defibrillator and training.</b> Cllr Curtis was awaiting delivery of the new defibrillator. It was confirmed that the Parish Council would retain ownership of the defibrillator and its' maintenance. The Hall Committee would continue to provide a rent-free location on the side of the building and provide the electric supply for the unit. Councillors were happy for the Chairman to sign this agreement once it had been approved by the Hall Committee. The Clerk will put the defibrillator on the parish council asset register and insurance policy. Cllr Skelton will install the new defibrillator. Following a discussion about the disposal of the old defibrillator, it was proposed by Cllr Smith, seconded by Cllr Hardman and unanimously agreed the unit be disposed of by the Community Heartbeat Trust.	DSm DSK HC
14	<b>Update on the Housing Needs Survey and proposals for an affordable housing site.</b> There had been a slight increase in costs for the survey which had been approved by the Chairman and Clerk. The survey to be sent out for a six week consultation period from 6 <sup>th</sup> February 2023 – 19 <sup>th</sup> March 2023. The draft survey had been circulated to Councillors.  Jonathan Pollard (Cornwall Council) and Andrew George (CCLT) had been notified of the actions being taken and wished to await the survey results before meeting with the parish council. Mr Pollard was making further enquiries relating to the land and access.	
15	<b>Parish Council vacancy.</b> Awaiting a response from Cornwall Council. The closing date for electors to call an election was the 19 <sup>th</sup> January 2023. If no election is requested the Clerk will circulate the co-option notice.  The Clerk presented the Induction Pack for New Councillors to the Chairman and will obtain an updated version from CALC.  Thanks were again expressed to Cllr Liz Moir for her input and work during her time as a parish councillor.  It was noted the contact details on the emergency plan will now need to be changed.	Clerk Clerk Clerk
16	<b>Correspondence / reports to be tabled by the Clerk.</b> <ul style="list-style-type: none"> <li>○ An enquiry from the South Hill Show Committee regarding parking resulted in the council agreeing to discuss this at the next meeting.</li> </ul>	
17	<b>Report from the Community Network Meeting.</b> Cllr Skelton did not attend the meeting held on the 12 <sup>th</sup> January 2023. He agreed to contact the Community Link Officer to ask if the request by Callington Town Council for a 40mph limit could be extended to Maders and included in the Community Network Highway Scheme.	DSK
18	<b>To review the Parish Council policies – Standing Orders and Complaints Procedure, as circulated.</b> The Clerk will recirculate the newest edition of Standing Orders to Councillors. The council agreed to adopt the Complaints Procedure.	

	Cllr Skelton reported that two versions of the Code of Conduct were published on the councils website but felt the parish council had not discussed the revised version. The Chairman confirmed the new version was accepted by councillors when they signed their declarations after the 2021 elections.	
<b>19</b>	<b>To note the action list provided by the Clerk – for information only.</b> Noted.	
<b>20</b>	<p><b>Parish Matters / Any other business and items for the next meeting.</b></p> <ul style="list-style-type: none"> <li>○ <b>To discuss the trough / half cider press removed from the recent Cormac works at Golberdon.</b> Cormac had confirmed in writing the reason for not allowing the trough to be put back in its original position. Agreed to seek opinion from the public and place this item on the agenda for the next meeting to decide on a new location.</li> <li>○ <b>Allotments</b> – Cllr Samuel reported there were two vacant plots and these will be advertised. An allotment holder had requested a 6 x 4 shed and this was approved by the Council.</li> </ul>	Cllrs.  Clerk
<b>22</b>	<b>Date of the next Meeting</b> – Tuesday, 21 <sup>st</sup> February 2023.	
<b>23</b>	<b>To close the Meeting.</b> There being no further business the meeting closed at 9.07pm.	

Dated. 21<sup>st</sup> February 2023

Signed