

## 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> February 2023 at 7.30pm.**

Item No.		Action by
1	<p><b>Councillors present.</b> Cllrs. D Smith (Chairman), Mrs C Samuel (Vice Chairman), D Hicks, G Hardman, Mrs H Curtis, D Skelton.</p> <p><b>Also attending –</b> Mrs J Hoskin (Parish Clerk) Mr Jim Gale (candidate for co-option)</p>	
2	<p><b>Public Session (meeting then closes to the public).</b> Mr Gale introduced himself to those you did not know him. He had been a parish councillor at South Hill in the past and explained his circumstances and reasons for applying to return to the role.</p>	
	<p><b>At this point of the meeting, the Chairman with the approval of the council brought Agenda Item 16 forward.</b></p>	
16	<p><b>Parish Council vacancy and co-option to fill the position.</b> The Clerk had received one application. It was proposed by Cllr Skelton, seconded by Cllr Hicks and unanimously agreed Mr Jim Gale be co-opted to fill the vacancy. Mr Gale signed his “Declaration of Acceptance of Office” and joined the meeting.</p>	
3	<p><b>Apologies for absence</b> were received from Cllrs. A Budd, P Tunnicliffe, Mrs W Trewin.</p> <p>In the absence of Cllr Tunnicliffe, Cllr Skelton offered to write the monthly report for the South Hill Connection.</p>	DSk
4	<p><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.</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 17<sup>th</sup> January 2023.</b> The minutes of the meeting held on the 17<sup>th</sup> January 2023 were approved and signed by the Chairman; proposed by Cllr Hicks, seconded by Cllr Curtis and unanimously agreed.</p>	
7	<p><b>Matters Arising except matters listed below.</b></p> <p><b>Item 17 - Mayor for Cornwall –</b> Cllr Skelton had attended a public meeting in Liskeard about the Devolution Deal for Cornwall and the prospect of having a Mayor. He understood that Cllr Sharon Daw would have a vote on this matter so it was agreed she be asked to attend the next meeting with further information.</p>	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>PA22/09010 Mrs Bev Bishop, Taylors Shop, South Hill – Change of use from stable to 3 new unit apartments.</b> Cllrs Smith and Curtis had visited the site. It was agreed to support the application with the conditions that serious concerns are addressed in relation to the current access and that it be moved, and the existing mobile home be removed if planning is granted for this application.</p> <p>b) <b>Planning matters – update on enforcement matters, if available.</b> Nothing to report.</p>																										
9	<p><b>Accounts / Financial Matters.</b></p> <p>a) <b>To approve accounts as circulated by the Clerk.</b> It was proposed by Cllr Hicks, seconded by Cllr Samuel and unanimously agreed the accounts be paid.</p> <table border="1" data-bbox="293 801 1225 1093"> <thead> <tr> <th></th> <th>Parish Council Account</th> <th>Net</th> <th>Vat</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>BACS</td> <td>J Hoskin – Clerks payment plus expenses January 2023</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 – renewal of domain for 2 years</td> <td>£ 55.00</td> <td>£ 11.00</td> <td>£ 66.00</td> </tr> <tr> <td>BACS</td> <td>Tamar Agri – trimming recreation field hedges</td> <td>£ 150.00</td> <td>£ 30.00</td> <td>£ 180.00</td> </tr> </tbody> </table> <p>b) <b>South West Water Account</b> – The Chairman reported that large bills had been received from SWWA for the two fields. It had been established the trough at Maders was leaking and Cllr Hicks was dealing with this. Revised accounts will be issued by SWWA and the tenants will be informed.</p>		Parish Council Account	Net	Vat	Total	BACS	J Hoskin – Clerks payment plus expenses January 2023	£ 194.48		£ 194.48	Cheque	HMRC	£ 46.12		£ 46.12	BACS	Western Web – renewal of domain for 2 years	£ 55.00	£ 11.00	£ 66.00	BACS	Tamar Agri – trimming recreation field hedges	£ 150.00	£ 30.00	£ 180.00	
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10	<p><b>Play Area –</b></p> <p>a) <b>To receive inspection reports and address any matters identified.</b> Cllr Tunnicliffe had completed the inspections and submitted the report. No matters identified. There was evidence of moles in the play area. A local contractor will be asked to deal with this matter.</p> <p>b) <b>Update on post guards for the new swings.</b> Cllr Curtis was arranging to have metal guards installed.</p> <p>c) <b>To receive quotes for the tree work as identified in the tree survey report and to prioritise the work required.</b> Having received four quotation it was agreed to appoint Root &amp; Branch to carry out the work required as soon as possible. Proposed by Cllr Curtis, seconded by Cllr Skelton and unanimously agreed. It was proposed by Cllr Hicks, seconded by Cllr Hardman and unanimously agreed that an alternative contractor, RJH Trees be appointed if the first choice was unable to meet the timescale requirements for the work.</p>	<p>Clerk</p> <p>HC</p> <p>Clerk</p>																									
11	<p><b>Recreation Field – To report any matters requiring attention.</b> Cllr Skelton reported that contractor R Parkyn was happy to continue cutting the field and</p>																										

	<p>now had a grass collection box for his mower. There would be a slight increase in costs for this, if required.</p> <p>Cllr Curtis had received the draft bio-diversity plan for the field from Parklife that recommended relaxed hedge cutting, creation of more wildlife space around the chestnut tree and the planting of another chestnut or similar broadleaf tree on the site. Additional trees could be planted in the corner of the field. Cllr Curtis offered to invite Andrew Price (Parklife) to the next parish council meeting.</p> <p>The Chairman notified the meeting that the Cheeswring Cricket Club would be using field this year with their first match being on the 25<sup>th</sup> June. The Chairman will address the health &amp; safety requirements and ensure a copy of the clubs' insurance is obtained. It was agreed to charge a pro-rata hire cost calculated on the amount paid by the football club and this was set at £60.00. This would be reviewed for the 2024 season.</p>	<p>HC</p> <p>DSm</p>
<b>12</b>	<p><b>Footpaths / Public Rights of Way – update on work.</b> No matters reported. The Clerk had received no response from the letter sent to a landowner / occupier that invited a reply date by the end of January 2023. It was agreed to pass this matter regarding an obstruction along a footpath on to the Cornwall Council Countryside Access Team.</p>	Clerk
<b>13</b>	<p><b>Update on the installation of the new defibrillator and training.</b> The Chairman thanked Cllr Curtis for obtaining the new defibrillator and Cllr Skelton for fitting it.</p> <p>Defibrillator location notices were also available for local notice boards. Training will be arranged. It was also agreed to obtain further information on the defibrillator response scheme where people could register to be on a call list and take the defibrillator to a required location.</p>	HC
<b>14</b>	<p><b>To note the distribution date for the Housing Need Survey.</b> The Clerk will seek confirmation as to the distribution date for the survey.</p>	Clerk
<b>15</b>	<p><b>Allotments – allocation of two vacant plots.</b> Cllr Samuel reported there were two plots available at the community orchard site and recommended these be covered with black plastic to prevent weed growth. These will be advertised.</p> <p>Rubbish including an old fridge and timber was evident on one of the original plots and it was agreed a letter be sent to the allotment holder asking that these items be removed and the plot free of items not related to the allotment usage.</p> <p>The 2023/2024 leases to be issued in March to start on the 1<sup>st</sup> April 2023.</p>	Clerk
<b>16</b>	<p><b>Parish Council vacancy and co-option to fill the position.</b> Discussed after Item 2 if this meeting.</p>	
<b>17</b>	<p><b>Correspondence / reports to be tabled by the Clerk.</b> Noted.</p> <p>A letter from SHARE sent last Friday will be discussed at the next meeting.</p>	Clerk
<b>18</b>	<p><b>Report from the Community Network Meeting.</b> Information from the last meeting had been forwarded to Councillors by the Clerk.</p>	

19	<p><b>To review Parish Council policies – Standing Orders, as circulated.</b> The Chairman and Clerk to complete and circulate the final draft of Standing Orders. Councillors will then review the Financial Regulations.</p> <p>(At this point of the meeting it was proposed by Cllr Smith, seconded by Cllr Skelton and unanimously agreed the meeting be extended beyond 9.30pm for an additional 15 minutes to allow the remainder of the agenda items to be discussed).</p> <p>Cllr Skelton had sent a letter highlighting his thoughts on the council’s governance. Matters raised will be addressed by the Clerk and Chairman. It was suggested that the correspondence list being published on the website be reinstated.</p> <p>The Clerk will ask CALC for dates of any Councillor Code of Conduct training for Cllrs Gale and Skelton.</p>	Clerk/DSm       Clerk/DSM  Clerk
20	<b>To note the action list provided by the Clerk – for information only.</b> Noted.	
21	<p><b>Parish Matters / Any other business and items for the next meeting.</b></p> <ul style="list-style-type: none"> <li>○ <b>To agree a location for the trough / half cider press removed from the recent Cormac works at Golberdon.</b> The Chairman confirmed that despite some public comments it was not possible to reinstate the trough to its original position. Cllr Skelton felt the hedge could be dug back to allow it to be set in a recess. An alternative site could be found at or near the village hall. It was agreed Cormac be asked to return the trough to Cllr Skelton, and a decision be made at a later date.</li> <li>○ <b>Asset Register</b> – Cllrs. Smith and Skelton will update the asset register.</li> <li>○ <b>Hall Committee</b> – Cllr Hicks reported on the recent hall committee meeting which discussed the ownership of the hall. It was agreed that the hall committee be invited to attend and informal meeting so both parties could understand the legal position.</li> <li>○ <b>Parking in Callington</b> – It was proposed by Cllr Skelton, seconded by Cllr Gale and unanimously agreed to support the proposal by Cornwall Councillor Cllr A Long to fight against an increase in parking charges.</li> <li>○ <b>King Charles III Coronation in May 2023.</b> Agreed to place this item on the agenda for the next meeting.</li> </ul>	Clerk       Clerk
22	<b>Date of the next Meeting</b> – Tuesday, 21 <sup>st</sup> March 2023.	
23	<b>To close the Meeting.</b> There being no further business the meeting closed at 9.45pm.	

Dated

Signed