

South Hill Parish Council

Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 20th June 2023 at 7.30pm.

Item No.		Action by
1	<p>Councillors present. Cllrs. D Smith (Chairman), Mrs C Samuel, Mrs W Trewin, P Tunnicliffe, Mrs H Curtis, D Hicks, J Gale, D Skelton.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk) Four members of the public.</p>	
2	<p>Public Session (meeting then closes to the public). The Chairman opened the meeting and invited the members of the public to address the council if they so wished. Residents expressed their views on agenda item 8a) planning application PA23/03757 for a new dwelling in Trevigro. The members of the public were encouraged to submit their comments via the Cornwall Council planning portal.</p> <p style="text-align: center;">(the members of the public left the meeting at 7.50pm)</p>	
3	<p>Apologies for absence were received from Cllrs. A Budd and G Hardman.</p>	
4	<p>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. Cllrs. Skelton, Hicks, Smith and Trewin declared an interest on Agenda Item 19 as committee members / trustees of the parish hall.</p>	
5	<p>Cornwall Council – report from Cllr Sharon Daw. No report received. It was proposed by Cllr Smith, seconded by Cllr Curtis and unanimously agreed the lack of attendance at parish council meetings by Cllr Daw was unacceptable. Cllr Daw had not attended a meeting for 13 months. Cornwall Council will be once again be informed.</p>	Clerk
6	<p>Minutes –</p> <p>To approve the Minutes of the AGM and Full Council Meetings held on the 16th May 2023. The minutes of the AGM and Full Council meetings held on the 16th May 2023 were approved and signed by the Chairman; proposed by Cllr Hicks , seconded by Cllr Tunnicliffe and agree by the majority. Cllr Skelton abstained.</p> <p>To approve the Minutes of the Annual Parish Meeting held on the 31st May 2023. The minutes of the Annual Parish Meeting held on the 31st May 2023 were approved and signed by the Chairman; proposed by Cllr Gale, seconded by Cllr Tunnicliffe and unanimously agreed.</p>	
7	<p>Matters Arising except matters listed below. None.</p>	
8	<p>Planning Applications / Planning Matters to include applications received between the publication of the agenda and the meeting.</p> <p>a) Planning Applications –</p>	

	<p>PA23/03757 Chy-Lannow, Trevigro – Proposed new dwelling. The parish council object to this application. The height of the proposed dwelling house in relation to the surrounding properties dominates the landscape and overlooks the neighbours. Concerns are raised in relation to the outfall of the sewage treatment plant into the adjacent watercourse. The application shows the removal of a section of hedgerow but there is no mention of reinstating this. The site notice has not been displayed. Proposed by Cllr Hicks, seconded by Cllr Skelton and agreed by the majority. Cllr Gale abstained.</p> <p>PA23/04279 The Downs, Golberdon – Certificate of lawfulness for existing use as a dwelling house and to construct a single storey conservatory. The Chairman reported there was no need for the parish council to comment on this application.</p> <p>b) Planning matters – update on enforcement matters, if available. Nothing to report for South Hill. It was noted that caravans were being brought onto a site at Scrawsdon Farm in the neighbouring parish of St Ive. A member of the public had been advised to contact Cornwall Council planning enforcement.</p>																																								
9	<p>Accounts / Financial Matters.</p> <p>a) To approve accounts as circulated by the Clerk. It was proposed by Cllr Curtis, seconded by CllrTrewin and unanimously agreed the accounts be paid.</p> <table border="1" data-bbox="293 1193 1278 1451"> <tr> <td>BACS</td> <td>J Hoskin – Clerks payment/ exp</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>Parklife – treatment of knotweed</td> <td>£ 42.50</td> <td>£ 8.50</td> <td>£ 51.00</td> </tr> <tr> <td>BACS</td> <td>South West Water – field</td> <td>£ 47.96</td> <td></td> <td>£ 47.96</td> </tr> <tr> <td>BACS</td> <td>South West Water – field</td> <td>£ 30.51</td> <td></td> <td>£ 30.51</td> </tr> <tr> <td>BACS</td> <td>LJC Bookeeping Services – audit of 2022/2023 accounts</td> <td>£ 160.00</td> <td></td> <td>£ 160.00</td> </tr> </table> <table border="1" data-bbox="293 1491 1278 1599"> <tr> <td colspan="2">Money received – showing on bank statement</td> <td></td> </tr> <tr> <td>Field hire</td> <td></td> <td>£ 50.00</td> </tr> <tr> <td>Allotments</td> <td></td> <td>£ 15.00</td> </tr> </table> <p>b) To approve the updated asset register. The council approved the updated asset register with one amendment – changes to the defibrillator. Proposed by Cllr Hicks, seconded by Cllr Tunnicliffe and unanimously agreed. The Clerk will put the final draft onto the parish council website.</p> <p>c) To approve the 2022/2023 audited accounts and the AGAR statements Parts 1 and 2. The council approved the audited accounts and Part 1 of the AGAR statement, proposed Cllr Hicks, seconded by Cllr Tunnicliffe and unanimously agreed.</p>	BACS	J Hoskin – Clerks payment/ exp	£ 194.48		£ 194.48	Cheque	HMRC	£ 46.12		£ 46.12	BACS	Parklife – treatment of knotweed	£ 42.50	£ 8.50	£ 51.00	BACS	South West Water – field	£ 47.96		£ 47.96	BACS	South West Water – field	£ 30.51		£ 30.51	BACS	LJC Bookeeping Services – audit of 2022/2023 accounts	£ 160.00		£ 160.00	Money received – showing on bank statement			Field hire		£ 50.00	Allotments		£ 15.00	DSK Clerk
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	<p>The council, by the majority vote, approved part 2 of the AGAR statement. Cllr Skelton did not support this motion questioning the asset values written on the form. The auditor had reported the asset register was being updated. The Council agreed not the question the internal auditors report. The external auditor would now review the audit and ask any questions they felt necessary.</p> <p>d) Online banking. Cllr Skelton reported his application to view the online banking had now been granted with full access, and suggested the method of payments involve two councillors. It was noted that accounts are approved at the meetings and the Clerk is given sight of the bank statements as soon as payments are made.</p>	Clerk
10	<p>Play Area – To receive inspection reports and address any matters identified. The Clerk notified the meeting that the warranty on the fencing and gates had expired. The Clerk was authorised to order a new self-closing part for the gate.</p>	Clerk
11	<p>Recreation Field – to report any matters requiring attention. None. The Cheesewring Cricket Club were holding their first match on the 25th June. SHARE had requested the use of the field for parking on the 23rd July. This was to allow people to be transported off site to another venue. It was proposed by Cllr Curtis, seconded by Cllr Tunnicliffe and agreed by the majority not to charge for this use. Cllr Skelton abstained. It was suggested a calendar of events be kept for the use of the field.</p>	
12	<p>Footpaths / Public Rights of Way – update on the work. Bridleways. Cllr Tunnicliffe had received the stile kit from Cllr Budd but three cross sections were missing. Cllr Budd had offered to obtained these sections and a working party would fit the stile once complete. This was being installed near Woodlands. No response had been received into the enquiry about the bridleway notice although a link had been provided by the CC Countryside Access Team that would provide further details on the application. Councillors agreed to take no further action.</p>	
13	<p>Allotments – allocations of two vacant plots. A tenant had not removed items firm their plot, as requested and will be reminded to do so. Some fence post on the original site were broken and the path was overgrown. Cllr P Tunnicliffe was authorised to instruct a contractor to strim the path and the overgrown unattended plots. Cllr Samuel will confirm how many posts need replacing. Some plots were not being maintained to an acceptable standard as per the agreement. Letters will be sent to those allotment holders stating that should the parish council need to carry out some work, the allotment holder may be asked to reimburse costs. The council were happy to support anyone needing help with their plot, if advised of their circumstances.</p>	Clerk PT CS
14	<p>Housing Need Survey – to discuss the results of the survey. To decide on actions for affordable housing in the parish following this report. The Chairman stated the report could not be published without consent from Cornwall Council. Jonathan Pollard (CC) will be invited to attend a meeting with</p>	Clerk

	the parish council once he had seen the survey results. A public meeting could be held in the future.	
15	Correspondence / reports to be tabled by the Clerk. Noted.	
16	Report from the Community Area Partnership meeting. The first meeting of the new Tamar to Moor Community Area Partnership had been held. This encompassed more parishes and replaced the old Community Network Area. The meeting set out some priorities and agreed to focus on transport, climate change and connections to services such as health provision. The group would also look at the Shared Prosperity Fund.	
17	Review of parish council policies – to be reviewed by the Chairman and Clerk and circulated to Councillors. Item deferred.	
18	To note the action list provided by the Clerk – for information only. Noted.	
19	South Hill Parish Hall – update on action agreed at the last meeting in obtaining professional advice to fully understand the current status of the hall, including ownership, and the legalities on ownership for the future. Councillors declared an interest as registered under Item 4 of this meeting. Cllr Hicks offered to carry out some further research into the history of the hall and its legal status before the council decided to appoint a legal representative. This was agreed.	
20	Parish Matters / Any other business and items for the next meeting. <ul style="list-style-type: none"> ○ To agree on the repositioning of the granite trough. Councillors agreed the trough be placed on the grass triangle near to its original position should the landowner agree. A site meeting to be held. 	
21	Date of the next Meeting – Tuesday, 18th July 2023.	
22	To close the Meeting. There being no further business the meeting closed at 9.15pm.	

Dated. 18th July 2023

Signed