

South Hill Parish Council

Minutes of the Meeting of South Hill Parish Council held in the Parish Hall, Golberdon on Tuesday, 18th July 2023 at 7.30pm.

Item No.		Action by
1	<p>Councillors present – D Smith (Chairman), G Hardman (Vice Chairman), A Budd, Mrs W Trewin, Mrs C Samuel, Mrs H Curtis, D Hicks, J Gale, D Skelton.</p> <p>Also attending – Mrs J Hoskin (Parish Clerk) One member of the public</p>	
2	<p>Public Session (meeting then closes to the public). The member of the public spoke about the increased heavy traffic travelling through Maders to the construction work being carried out at Tregonnet Farm. The Chairman reported there was little the parish council could do as the farmer had obtained the necessary licences for tipping and the amount of material being brought in was being monitored by the Environment Agency. Other residents had also complained about the traffic and mud on the road.</p> <p>It was suggested the farmer could submit a report in the South Hill Connection as to the work and timescales.</p> <p>Cllr Hardman spoke about Cornwall Councils “safe walking to school route” along this road and suggested this should be reconsidered.</p>	
3	<p>Apologies for absence were received from Cllr P Tunnicliffe.</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. None. Cllr Smith reported he was no longer involved in the management of the Callington Colts Football Club.</p>	
5	<p>Cornwall Council – report from Cllr Sharon Daw. No report received.</p>	
6	<p>Minutes – to approve the Minutes of the Meeting held on the 20th June 2023. The minutes of the meeting held on the 20th June 2023 were approved and signed by the Chairman, proposed by Cllr Hicks, seconded by Cllr Trewin and agreed by the majority. Cllr Skelton abstained.</p> <p>Amendments proposed by Cllr Skelton received no seconder for the motion to amend sections of the minutes and were therefore not carried.</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 style="padding-left: 20px;">a) No applications received at the date of the agenda. Nothing to report.</p> <p style="padding-left: 20px;">b) Planning matters – update on enforcement matters, if available. Nothing to report.</p>	

<p>9</p>	<p>Accounts / Financial Matters.</p> <p>a) To approve the payment of accounts circulated by the Clerk. It was proposed by Cllr Hicks, seconded by Cllr Trewin and unanimously agreed the accounts be paid, including the insurance renewal. Aspects of the insurance schedule were discussed. It was proposed by Cllr Hardman seconded by Cllr Hicks and unanimously agreed that this year’s renewal be accepted, and changes could be made at the next renewal.</p> <table border="1" data-bbox="293 517 1278 775"> <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/ 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>AJ Gallagher – Insurance renewal</td> <td>£1051.05</td> <td></td> <td>£ 1051.05</td> </tr> <tr> <td>BACS</td> <td>Parklife -treatment of Japanese Knotweed</td> <td>£ 42.50</td> <td>£ 8.50</td> <td>£ 51.00</td> </tr> </tbody> </table> <p>Cllr Skelton spoke about the dual control for online bank payments. It was agreed that Cllrs Hicks and Smith be authorised to put into place this payment method.</p> <p>The Chairman explained the reason for the additional costs for PKF Littlejohn (external auditors) for the 2021/2022 accounts, owing to the questions raised by a Cllr Skelton and one other person. The final costs being £1265.00 plus Vat. The standard fee for the limited assurance review (audit) was £200.00 plus Vat. Councillors were disappointed by this and the actions of Cllr Skelton. It was proposed by Cllr Hardman, seconded by Cllr Smith and unanimously agreed to pay this invoice.</p> <p>The council approved the annual donation to the South Hill horticultural show of £15.00. Proposed by Cllr Hicks, seconded by Cllr Budd and unanimously agreed.</p> <p>The Chairman was looking at the Financial Risk Assessment template document provided by the Clerk. To be presented to the council for approval at a future meeting.</p>		Parish Council Account	Net	Vat	Total	BACS	J Hoskin – Clerks payment/ exp	£ 194.48		£ 194.48	Cheque	HMRC	£ 46.12		£ 46.12	BACS	AJ Gallagher – Insurance renewal	£1051.05		£ 1051.05	BACS	Parklife -treatment of Japanese Knotweed	£ 42.50	£ 8.50	£ 51.00	<p>DH/ DSm</p> <p>DSm</p>
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<p>10</p>	<p>Play Area – to receive inspection reports and address any matters identified.</p> <p>Cllr Gale offered to contact IAE about the cost of parts needed for the self-closing gate.</p> <p>Cllr Budd reported on the amount of work required to the willow arch. Councillors agreed to pay for work to be done up to the cost of £55.00. Cllr Curtis offered to assist with this.</p> <p>Cllr Skelton offered to carry out inspections up until the September parish council meeting.</p>	<p>JG</p> <p>HC</p> <p>DSk</p>																									
<p>11</p>	<p>Recreation Field – to report any matters requiring attention.</p> <p>Councillors approved the request from Callington Young Farmers to hold a dog show on the field the same day as the horticultural show, providing they did not encroach onto the cricket square.</p> <p>The Chairman will speak to the Hall Bookings Secretary about events covering the both venues and the booking system.</p>	<p>DSm</p>																									

	The Cricket Club had now signed the agreement and would be invoiced £190.00 for the use of the field and hall. The parish council to forward the cost of the hall onto their committee treasurer.	Clerk
12	Footpaths / Public Rights of Way – update on the work to install a stile. The stile at Woodlands would be fitted when the wood arrived. It was proposed by Cllr Budd, seconded by Cllr Curtis and unanimously agreed the quote of £400 be accepted to trim this path as per the CC specification. Cllr Tunncliffe to action and monitor. A discussion was held about the recent modification application submitted by the British Horse Society. Further enquiries will be made about the process for changing the status of a path.	PT Clerk
13	Allotments – allocation of two allotment plots. Cllr Samuel had met with the contractor to address the requirements for cutting the path. Many of the plots were in a poor condition and not being maintained to an acceptable standard. The contractor was happy to trim areas under the responsibility of the allotment holder, should they wish him to do so. There were two vacant plots, with another becoming available in September. Cllr Hardman offered to look at the condition of the community orchard and action any tidying work required on this site.	GH
14	Affordable Housing – to confirm a date for a meeting with Jonathan Pollard (CC). The Chairman read a letter from Jonathan Pollard stating a meeting with the parish council would be more beneficial once a proposed site had gone through the first stage of the internal governance process, and the Housing Need survey figures had been collated. It was agreed the survey results could be published.	
15	Correspondence / reports to be tabled by the Clerk. Noted. Emails from residents concerned about the heavy traffic going to Tregonnet Farm were reported under Item 2 of this meeting. The costs from Western Web to upgrade the compliance requirements and add a page to the website will be deferred until the next meeting as further changes may be needed. Cllr Gale suggested this work be paid for from the solar fund.	
16	Report from the Community Area Partnership Meeting. Cllr Skelton reported in the training session for the funding panel held on the 17 th July 2023. SHARE had submitted a funding application for the Community Capacity Fund (circulated to Councillors). Cllr Skelton also spoke about the Community Levelling Up Fund and the Shared Prosperity / Good Growth funding programmes.	
17	To note the action list provided by the Clerk – for information only. Noted.	
18	South Hill Parish Hall – update on advice obtained in relation to the ownership and management of the Hall. Information gathering was ongoing. Legal advice would be considered in the future, if needed.	

19	<p>Parish Matters / Any other business and items for the next meeting.</p> <ul style="list-style-type: none"> ○ To clarify the relocation of the granite trough. Cllr Skelton to organise a site meeting at the grass triangle. Cllr Hicks suggested the work be done as soon as possible as the location had been agreed and the landowner's approval obtained. 	
20	<p>Date of the next Meeting – Tuesday, 19th September 2023.</p>	
21	<p>To close the Meeting. There being no further business the meeting closed at 9.16pm.</p>	

Dated 19th September 2023

Signed.