

SOUTH PETHERWIN PARISH COUNCIL: PARISH COUNCIL MEETING

Minutes of the meeting of South Petherwin Parish Council held on 11th May 2016 in the Village Hall at 7.30pm.

Present: Councillors D Rogers (Chairman), R Kneebone, C Powlesland, A Finnimore, A Hosking, J Butler, P Parsons, M Screech.

Representations from the public:

P Parsons advised the Parish Council that he was now moving into the Pre-Application phase regarding the land proposed for housing development.

Apologies: Councillors J Whiting, N Burgess

16/052 Annual General Meeting

1. Register of Interests. Councillors to advise Clerk of any changes required to Register of Interests for declaration to Cornwall Council: Cllr Kneebone to update his interests.
2. Appointment of Chairman. Cllr Parsons proposed Cllr Butler, seconded by Cllr Screech. Cllr Butler accepted & signed the Acceptance of Office. Cllr Butler then took the Chair.
3. Appointment of Vice Chairman. Cllr Rogers proposed Cllr Parsons, seconded by Cllr Hosking. Cllr Parsons accepted & signed the Acceptance of Office.
4. Appointment of Responsible Financial Officer. Cllr Rogers proposed the Clerk continue as RFO, seconded by Cllr Powlesland.
5. Appointment of Employment Committee: Cllrs Parsons, Hosking, Kneebone, Butler, Powlesland.
6. Appointment of Highways Working Group: Cllrs Parsons, Screech, Hosking, Kneebone, Finnimore.
7. To Appoint Representatives to Outside Bodies – Village Hall (Cllrs Screech & Parsons), Launceston Community Network (Cllr Rogers), Community Benefit Trust (Cllr Rogers).

16/053 Declarations of Interest

There were none.

16/054 Minutes: The minutes of the Parish Council meeting of the 13th April 2016 were approved. Proposed Cllr Powlesland, seconded Cllr Parsons.

16/055 Matters arising from the minutes. There were none.

16/056 Planning:

PA16/03222 The Caravan 3 Long Park. Proposed Cllr Parsons, seconded Cllr Screech. Supported.

PA16/03354 Tregellas House. Proposed Cllr Finnimore, seconded Cllr Kneebone. Supported.

Decisions:

PA16/01426 Charlie Bears Ltd. Approved with conditions.

PA16/02521 Botathan Farm. Approved with conditions.

Appeals: None.

Signed:

16/057 Highways & Footpaths Matters

- 1. Speed of cars on B3254:** speed monitoring equipment in place, data to be forwarded when available.
- 2. Tiny Meadows footpath:** issue regarding area not being adopted by Cornwall Council. Ongoing.
- 3. Access out of School Hill on to main road.** Advanced warning signs will be put in place.
- 4. Trecogo to Drinnick Hill:** dip in road not filled in correctly during recent works. Clerk to contact Highways.
- 5. Trekelland Bridge:** seems to have been hit again. Clerk to contact Highways.
- 6. A30 Trebursye Slip Road:** litter thrown on the slip road. Clerk to contact Highways.

16/058 Current & Ongoing Business

- 1. Noticeboards:** waiting for quotes.
- 2. Standing Orders:** Review is on-going.
- 3. Transparency Code for smaller authorities:** Clerk to apply for additional funding for noticeboards. Proposed Cllr Kneebone, seconded Cllr Parsons.
- 4. Discontinuation of paper planning applications.** Procedure statement explaining new process to be put on parish website. Proposed Cllr Powlesland, seconded Cllr Butler.
- 5. Cornwall Local Plan Strategic Policies.** Examination commencing 16th May 2016.
- 6. Toilets.** Door damaged in bad weather has been temporarily repaired. Investigating alternative closing mechanism.
- 7. Code of Conduct training.** Nearest course is Saltash. Councillors to advise Clerk if they wish to attend.

16/059 New business:

- 1. Queen's 90th birthday June celebrations.** Cllr Parsons to head up team who will look into event for Sunday 12th.
- 2. Risk Assessment.** Clerk to review.

16/060 Cornwall Councillors Report.

Cllr Burden advised that there is a Devolution Fund available for the Launceston area. Clerk to apply for funds towards village pump, noticeboards & footpath signs.

16/061 Correspondence - as attached.

16/062 Finance

- 1. Audit.** Mr Abraham to be appointed as internal auditor. Proposed Cllr Rogers, seconded Cllr Parsons.
External audit sheets: Annual Governance Statement, Accounting Statements & Fixed Asset Register agreed for & Variances all agreed by Council. Proposed Cllr Rogers, seconded Cllr Parsons.
Significant variance explanations agreed. Proposed Cllr Kneebone, seconded Cllr Hosking.
- 2. Budget for 2016/17.** Clerk presented budget sheet for end April 2016.

Bank Statement		
Current Account	Balance 1st May 2016	£ 9,981.72
Savings Account		£ 1,058.91
Total Balance		£11,040.63

Invoices due for payment

A Peerless toilet cleaning April	£ 56.00
Parish Clerk payment	£177.10
(Salary 1 month £144.50. Expenses phone/broadband £20 & mileage £12.60)	
CALC subscription	£ 313.76
Zurich Insurance	£ 537.38
Roger Pyke: updating Parish Website (for Transparency)	£ 150.00
South West Water (for toilets)	£ 27.02
EDF (for toilets)	£ 30.43

Proposed Cllr Parsons, seconded Cllr Screech.

16/063

Urgent items:

Will need to put information regarding Skatepark event in May issue of Parish Magazine.

Items of Information:

The Annual Parish Meeting will be held Wednesday 18th May 2016 in the Village Hall.

16/064 Employment Committee:

The clerk left the meeting.

The recommendation from the Employment Committee of an increase with immediate effect was agreed. Proposed Cllr Kneebone, seconded Cllr Hosking.

There being no further business the meeting closed at 21.05.

Next meeting will be held on 8th June 2016 in the Village Hall.