

## **SOUTH PETHERWIN PARISH COUNCIL: PARISH COUNCIL MEETING**

Minutes of the meeting of South Petherwin Parish Council held on 13<sup>th</sup> April 2016 in the Methodist Chapel Hall at 7.30pm.

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

### **Representations from the public:**

P Parsons advised the Parish Council that he was looking into putting forward some land for housing development.

**Apologies:** Councillors J Butler, M Screech.

### **16/040 Declarations of Interest**

There were none.

**16/041 Minutes:** The minutes of the Parish Council meeting of the 9<sup>th</sup> March 2016 were approved. Proposed Cllr Hosking, seconded Cllr Powlesland.

**16/042 Matters arising** from the minutes. Cllr Hosking raised the matter of public opinion against PA1/10051 Blackhill Quarry. The Council felt that they had dealt with matter correctly.

### **16/043 Planning**

#### **Applications Received:**

**PA16/02521 Erection of an agricultural general purpose storage building, Botathan Farm, JBG Quinn Sons Ltd.** No objection. Proposed Cllr Whiting, seconded Cllr Kneebone.

#### **Decisions:**

**PA16/10101 Trevetly Barn.** Approved with conditions.

**PA16/00497 Hendra Garage.** Approved with conditions.

**Appeals:** None.

**16/044 Employment Committee:** A report of the meeting held April 13<sup>th</sup> will be given at the next Parish Council meeting on May 11<sup>th</sup> 2016.

### **16/045 Highways & Footpaths Matters**

The Clerk & Cllr Parsons met with Oliver Jones from Cormac on April 5<sup>th</sup> 2016 for an update.

- 1. Speed of cars on B3254:** CC Highways advised that speed monitoring equipment has been erected at both ends of the village, collecting data which should be available in May.
- 2. Tiny Meadows footpath** issue regarding area not being adopted by Cornwall Council. Oliver Jones to discuss further with Cornwall Council Property Officer.
- 3. Concern re. access out of School Hill on to the main road.** Advanced warning signs will be put in place.

#### **16/046 Current & Ongoing Business**

- 1. Noticeboards:** waiting for costings.
- 2. Standing Orders:** Review is on-going.
- 3. Transparency Code for smaller authorities:** funding has been received. Clerk to request an invoice from Roger Pyke for his work on the new website.
- 4. Discontinuation of paper planning applications.** New process underway. Clerk to draft a procedure statement that could be put on parish website and in the parish magazine.  
New download for Related Documents has been created by CC Planning, which will speed up the process.  
Costs approved for a projector & screen, an extension lead, a hard drive, and A3 printer, cartridges and paper.
- 5. Post box for Parish magazines on wall of toilets.** This has now been positioned.
- 6. Cornwall Local Plan Strategic Policies.** Received notification regarding Examination commencing 16<sup>th</sup> May 2016.
- 7. SLCC (Society for Local Council Clerks):** Clerk attended Budget training day on 13<sup>th</sup> April. The Clerk advised that it was an extremely informative and useful course.
- 8. Toilets.** Door damaged in bad weather. Cllr Parsons has temporarily mended the door, and the Council extended its thanks.  
It was reported to the Council that it looks like someone has tried to force the door of the Disabled toilet.  
Hand towel dispenser to be put on wall in unisex toilets.

#### **16/047 New business:**

- 1. Code of Conduct training.** Clerk forwarded list of training locations, but nothing in Launceston, Liskeard or Bodmin. CC Cllr Burden to raise the matter on behalf of the Parish Council.
- 2. Neighbourhood Plan:** this will be on the agenda of the Annual Parish Meeting, and the Clerk will also put information in the Parish magazine and on the parish website.
- 3. CALC membership.** It was agreed to subscribe for another year. Proposed Cllr Parsons, seconded Cllr Powlesland.

**16/048 Cornwall Councillors Report.** Cllr Burden's update included By-elections, the Cornwall Plan and the Launceston Community Network Panel. Cllr Rogers asked if it would be possible for South Petherwin Parish Council to host a meeting of the CNP.

**16/049 Correspondence** - as attached.

#### **16/050 Finance**

- A new reduced Business Rate has been agreed with EDF until June 2019 (for electricity supply to the toilets).
- EDF Smart meter to be installed free of charge (in & for the toilets). Clerk to arrange date for Cllr Parsons to attend on site.
- Year-end budget review was circulated.
- Year-end bank reconciliation was agreed and signed by the Chairman and the Clerk.

5. Audit. After discussion, the Parish Council agreed that a new internal auditor be appointed. Clerk to action.
6. Note that there are no rates to pay on the toilets.
7. Zurich insurance have sent next year's quote. Clerk to check for next meeting.

<b>Bank Statement</b>		
<b>Current Account</b>	<b>Balance 1st April 2016</b>	<b>£5,611.56</b>
<b>Savings Account</b>		<b>£1,058.85</b>
<b>Total Balance</b>		<b>£6,670.41</b>

The first half of the precept and CTS grant has now been received.

**Invoices due for payment**

A Peerless toilet cleaning March	£ 56.00
Parish Clerk payment (Salary 1 month £144.50. Expenses phone/broadband £20)	£164.50
Good Councillor Guides from CALC	£ 34.85

Proposed Cllr Rogers, seconded Cllr Whiting.

**16/051**

**Urgent items:** none.

**Items of Information:** none.

There being no further business the meeting closed at 21.10.

Next meeting will be the **Annual General Meeting** on 11<sup>th</sup> May 2016 in the Village Hall.