

SOUTH PETHERWIN PARISH COUNCIL: PARISH COUNCIL MEETING

Minutes of the meeting of South Petherwin Parish Council held on Wednesday 12th August 2015 at 7.30pm in the Village Hall.

Present: Councillors D Rogers (Chairman), J Butler, N Burgess, J Whiting, P Parsons (part)

Representations from the public: There were none.

Apologies: Councillors A Finnimore , A Hosking, C Powlesland, M Screech, R Kneebone

15/116 Declarations of Interest

There were none.

15/117 Minutes: The minutes of the meeting of 8th July 2015 were approved & signed. Proposed Cllr D Rogers, seconded Cllr J Whiting. Proposal carried.

15/118 Matters arising from the minutes. There were none.

15/119 Planning

Applications Received

PA15/05096 Refurbishment & extension of offices/workshops and provision of new storage shed; Hamblys, Mr Steve Barrett. Proposed Cllr J Whiting, seconded Cllr N Burgess. Supported.

PA15/04797 Proposed replacement of existing monopole, Tolpetherwin, Vodafone. Proposed Cllr D Rogers, seconded Cllr J Butler. Supported.

Decisions:

PA15/05012 Erection of extension to existing building, Pennygillam, P Vickerstaff. Approved with conditions.

PA15/04049 Land NE of Beacon Farm, Change. Approved with conditions.

Appeals: None.

PA15/07118 Relocation of milestone – received after agenda. To be discussed at next meeting (will require extension from Planning Office, Clerk to apply).

15/120 Police Matters. None.

15/121 Employment Committee – No meetings have taken place.

15/122 Highways & Footpaths Matters

1. Tremeale Hill: CC Highways have added request for extension to existing kerbing to program of works, to be reviewed against budget.

2. Speed of cars on B3254: CC Highways have added to the Speedvisor programme. Clerk has requested deployment date. Should be within next 2 months.

3. Speed sign in Daw's House: Defective. Awaiting replacement part.

4. Tiny Meadows footpath: Cornwall Council advises this area was never adopted so is not CC maintainable. Level of investment to adopt is prohibitive. Cllr Neil Burden aware.

Thanks were given to Cllr Parsons, who had trimmed back the overgrown area in meantime.

5. **Verges between Pennygillam Roundabout & Daw's House:** cutting began on 27th July.
6. **New road surface concerns:** CORMAC checked site & reported no defects or issue. As surface beds down, noise will decrease.
7. **A30 Polyphat to Trebursye Pavement Renewal Scheme work in 2017.** Meeting held in July with update. Deferred.

15/123 Current & Ongoing Business

1. **New pensions regulations:** Pension options to be sent to the Clerk from the Parish Council by the end of the year. The first staging date is 1st February 2016.
2. **Victory in Europe Day:** Invoices to be paid for printing, Cllr Parsons to update.
3. **Noticeboards:** Deferred to September meeting.
4. **SPED (Defibrillator):** the Council were informed that the noticeboard financed by SPED is on order and that they are painting the toilet wall prior to it being put up.
5. **Toilets:** Meeting held with contractor, with Chairman, Vice Chairman & Clerk July 13th. Resolved: public liability insurance certificate copy will be sent to Parish Council, paper towel dispenser to be purchased, weekly cleaning checklist, contractor will forward a monthly invoice to the Council.
6. **Email address:** parishcouncil@southpetherwinpc.org is up & running. Will gradually switch from gmail account.
7. **IT Equipment:** Microsoft Office & 2 x USB sticks purchased. Cllr D Rogers as Chairman will always hold one of the USB sticks as a back-up. At each meeting and whenever the Clerk goes away for any length of time, an updated USB stick will be left with the Chairman.
8. **Local Plan Hearing:** Council's interests are kept on the list for the August hearing.
9. **Standing Orders:** Review is on-going.
10. **Risk Assessment:** Document in hard copy is available from the Clerk.
11. **Accountability framework: new Transparency Code for smaller authorities:** meeting with Clerk, Roger Pyke & Cllr Parsons to discuss the use of the Village Website to be arranged, but everything is agreed in principle.
12. **Skateboard Event:** Clerk to apply for grant aid from organisations.
13. **CALC training courses:** registered our interest in two courses: Freedom of Information & Data Protection course on 23/9/15 and Cllr D Rogers would attend the Budget Setting & Precept course on 30/9/15. It was unanimously agreed that Cllr D Rogers should not pay for her place on the Data Protection Course (Proposed Cllr J Whiting, seconded Cllr J Butler).

15/124 New business

1. **Minute book(s) prior to 1920 missing.** Cornwall Records Office (CRO) do not hold them. Cllr Rogers has digitally photographed the minute books from 1920 to 1996 and the records have been put on a CD.
2. **Wreath for Remembrance Day, November.** Deferred to September meeting.

15/125 **Cornwall Councillors Report:** None.

15/126 **Correspondence** - as attached.

15/127 Finance

1. Clerk is now receiving bank statements directly.
2. There will be a bank reconciliation in September.
3. Annual Parish Meeting: it was noted there were no expenses relating to refreshments.
4. South West Water invoices: Clerk to request name on account to be changed to South Petherwin Parish Clerk & for bill frequency to go to quarterly (which will give a saving of approx. £40 per annum).
5. Invoice to be issued to CORMAC for grass cutting to make claim for Local Maintenance Partnership of £252 later in the year (sum is received in January of the next year).
6. Grant Thornton audit: the clerk received no queries from members of the public.
7. VAT reclaim: Clerk is putting together next VAT claim.

Bank Statement

Current Account	Balance 1st August	£3,714.83
Savings Account		£1,058.37
Total Balance		£4,773.20

Invoices due for payment; add in months involved?

EDF Energy April-July (toilets)	£ 26.00
J Sanders footpaths	£ 42.00
A Peerless toilet cleaning & supplies July	£109.01
SW Water June (toilets)	£ 12.50
Cornwall & Devon Computers (Microsoft Office & USBs)	£144.00
Parish Clerk payment (1 month salary & expenses)	£234.30

PARISH CLERK'S EXPENSES	
July-August 2015	
Postage/stamps	14.04
Use of broadband & phone line	
May – August inclusive	80.00
Stationery & supplies:	
A4 printing paper	2.50
Total	96.54

Proposed Cllr J Whiting & Cllr N Burgess.

Meeting closed at 20:16. Next meeting Wednesday 9th September 2015 in the Village Hall.