

SOUTH PETHERWIN PARISH COUNCIL

Dear Chairman and Councillors,

You are requested to attend the meeting of the South Petherwin Parish Council to be held online on 13th May 2020 at 7.00pm. The agenda for the meeting is shown below. Please advise the Clerk if you are not able to attend. All Parishioners are invited to attend the meeting. Please note that recording of the meeting is permitted in accordance with Parish Council policies.

RMFrame

Rebecca Frame, Parish Clerk

Email: parishcouncil@southpetherwinpc.org

AGENDA for the Meeting to be held online on the 13th May 2020 at 7.00pm

Councillors will be emailed with details of how to log on to the video/conference call at 6.45pm on 13th May. Any public or press who wish to attend should email (see above) or call the Clerk (07833 446402) for log on details.

1. **Chairman's opening remarks** and Councils decision to adopt supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings until 7th May 2021 or the repeal of legislation whichever is the earlier. **VOTE** – attachment 1.
2. **Representations from Public** (15 minutes allowed in total)
3. **Apologies from the Councillors.**
4. **Councillors' declaration of interest.**
5. **Minutes of the Council meeting** of the Parish Council meeting, 11th March 2020, to be approved. **VOTE** – attachment 2.
6. **Parish council record of decisions** dated 4th April 2020 to be approved. **VOTE** – attachment 3.
7. **Matters arising** from the minutes not appearing elsewhere on the agenda.
8. **Planning**
 - a. Applications:
PA20/02697 Demolition of existing extension to the rear of the property and extend the current kitchen over and beyond this footprint for use as a dining room. The existing extension measures 3.5 x 3.2 m. The proposed extension measures 5.9 x 4.m. 2 Tiny Meadows South Petherwin PL15 7JD. Ms Julie Mitchell.
PA20/03066 Conversion of dwelling into two dwellings to include conversion of garage and replacement of single-storey rear extension. 2 Church Walk, South Petherwin. Mr Sobey.
 - b. Pre-applications: none.
 - c. Decisions:
PA20/00431 APPROVED Frog & Bucket South Petherwin Mr Christopher Ubee.
PA20/01403 APPROVED West Honiton South Petherwin Mr and Mrs J Frame.
9. **Finance**
 - a. EOY accounts. To be approved. **VOTE** – attachment 4.
 - b. Audit. Ministry of Housing, Communities and Local Government has revised the publication date for final, audited, accounts to 30 November 2020 for all local authority bodies. Local authorities must commence the public inspection period on or before the first working day of September 2020. Hodgsons have been approached for a quote to carry out the audit; Buttons Accounting are not auditors.
 - c. Bank Statement

Current Account	Actual as at 1 st May 2020	£ 13,191.44
Savings Account		<u>£ 11,098.42</u>
Total Balance		£ 24,289.86
 - d. Invoices due for payment – to be approved **VOTE**

Parish Clerk – R Frame	£207.80
Toilet and bus shelter cleaning – A Peerless	£56.00
Toilet utilities – South West Water	£28.84
Insurance – Zurich	£559.38
 - e. Credits received

Precept - Cornwall Council	£4,066.27
Saving account interest – HSBC	£1.88

10. Highways & Footpaths Matters

- a. Trelinnoe Gardens/Close footpath adoption – quote for repair work. This is with Cormac Estimating section and is being hastened.
- b. Pennygillam culvert and fence. Cornwall Council is appointing a contractor to carry out the culvert survey, no further updates on the replacement fence.
- c. Community Network Highways Fund - online consultation. Cormac Engineering Design Group is still working on this it is hoped it will be online in the next few weeks/month.
- d. Speeding traffic - traffic speed survey. A date for the deployment is being hastened by Cormac.
- e. Pennygillam fly tipping, litter and hedge - a site visit. Cormac have requested an inspection of the site so that notice to cut back or clear up can be served as necessary.
- f. 40 mph sign Daws House - the 40 mph sign incorrectly painted on road now obscured. A 30 mph roundel will be installed once restrictions allow.
- g. Hill to Petherwin Water - water on the road. Investigations will be carried out with regarding to the spring and the existing drainage line.
- h. Dog fouling. The dog warden has been asked to visit South Petherwin again when viable to do so and advice has been sought regarding the most effective signage. Quotes for new bins will be requested.

11. Current & ongoing business

- a. COVID-19. V2 of South Petherwin Parish Council COVID-19 decision making policy to be agreed. **VOTE** – attachment 5 V2 policy.
- b. Toilets. The toilets will be reopened once an electric hand-dryer and soap dispenser has been fitted. Angela Peerless has agreed to continue will the cleaning of the toilets and the bus shelter and the Parish Council will provide Ms Peerless with the risk assessment prior to her returning to work.
- c. SPED. Cllr S Vernon will continue to carry out the weekly checks. Angela Peerless has agreed to take on this duty once COVID-19 restrictions have been lifted.
- d. Community Governance Review – stage 3 submission complete, nothing further heard.
- e. Placement of a new Parish seat. Proposed location of seat to be forwarded to Cormac.
- f. Parish fun day 2020. A Scarecrow event will be take place 23-25 May 2020.
- g. Church lights. A quote for the work has not yet been received.

12. New business.

- a. PPG Launceston Medical Centre - PPE. It is proposed that South Petherwin Parish Council donate £200 to the PPG for their PPE fund. These parish funds are now available as the cost of this year's parish events will be greatly reduced. **VOTE** – attachment 6 details of request.
- b. Parish magazine, support to businesses advertising. It is proposed that South Petherwin Parish Council donate funds to South Petherwin magazine to allow businesses to advertise free of charge for the next two issues. **VOTE** – attachment 7 details of request.
- c. Telephone box. It is proposed that the telephone box is utilised as a book exchange. A risk assessment would be displayed in the telephone box and checks would need to be carried out. **VOTE** – attachment 8 details of request.

13. County Councillor's Report

14. Correspondence

- a. Bees Trees and Garden Services village plant sale, complaint regarding obstruction of junction. The vehicle parked in the gateway next to the toilets to sell plants for a short time on 2nd May 2020. Bees Trees is a South Petherwin based business and plan to carry out another plant sale in South Petherwin on 16th May. Attachment 9 letter from Mr Baker.
- b. Treveth Holdings online session with local Cornwall Councillors, LTC and South Petherwin Parish Council with regards to the Link Road Development. Attachment 10 invite.

15. Urgent items

The next meeting will be held on 10th June 2020 at 7.00 pm.