

SOUTH PETHERWIN PARISH COUNCIL MEETING

Minutes of the meeting of South Petherwin Parish Council 1 <sup>st</sup> June 2021 held in the Village hall.	Action
<b>Present:</b> Cllr P Parson (Chairman), Cllr A Finnimore, Cllr R Kneebone, Cllr M Screech. Cllr A Barham and Cllr J Butler co-opted at this meeting.	
<b>21/072 Chairman's opening remarks.</b>	
<b>21/073 Representations from the Public.</b> One member of the public attended and stated that it would be beneficial if the last 9 months, with the issues that have been raised regarding poor management of the Parish Council, not be repeated.	
<b>21/074 Apologies.</b> None.	
<b>21/075 Co-option of Councillors.</b> Julie Butler's and Alison Barham's applications to be Councillors had been received and the statements were read out. It was proposed by Cllr M Screech, seconded by Cllr R Kneebone, that Julie Butler be Co-opted to the Parish Council as a Councillor; all were in favour. It was proposed by Cllr M Screech, seconded by Cllr R Kneebone, that Alison Barham be Co-opted to the Parish Council as a Councillor; all were in favour.	
<b>21/076 Councillors' declaration of interest.</b> Cllr P Parsons declared an interested in the LMP contract.	
<b>21/077 Minutes of the Parish Council meeting 19<sup>th</sup> May 2021,</b> to be approved. It was proposed by Cllr R Kneebone, seconded by Cllr M Screech, that the minutes be approved; all were in favour.	Clerk
<b>21/078 Matters arising</b> from the minutes not appearing elsewhere on the agenda. None.	
<p><b>21/079 Planning</b></p> <p>a. Applications: None</p> <p>b. Pre-applications: PA21/01343/PREAPP Pre-application advice for proposed works to a listed building and holiday/respice accommodation. Historic Environment consultation advice with unaccompanied site visit requested. West Tregillis, South Petherwin PL15 7LL. Peredur Trust.</p> <p>c. Decisions: None</p> <p>d. Other: PA19/07404 planning had been approved for 5 x Shepherd huts, a wooden cabin had been built. A parishioner had asked if there would now be five of the larger wooden cabins rather than the 5 x Shepherd huts. The Planning Officer would be asked.</p>	Clerk
<p><b>21/080 Highways &amp; Footpaths Matters</b></p> <p>a. Trelinnoe Gardens/Close footpath adoption. Ongoing</p> <p>b. Speeding awareness campaign. A quote had been received for 30mph speed signs. It was proposed by Cllr A Barham, seconded by Cllr R Kneebone, that £853.68 be spent on 80 signs in a variety of sizes; all were in favour.</p>	Clerk Chairman
<p><b>21/081 Current &amp; ongoing business</b></p> <p>a. Toilets. Electric, hand-towel dispenser and PAT test. The electrician had been contacted but due to an excessive workload no date had been given for the work. The hand towel dispenser has been fitted.</p> <p>b. Noticeboard Tregaller. Awaiting quote for repair.</p> <p>c. LMP contract. An advert had been placed in the Cornish and Devon Post, no quotes had been received.</p> <p>It was proposed by Cllr M Screech, seconded by Cllr R Kneebone, that Cllr A Finnimore, take the Chair; all were in favour.</p> <p>Cllr P Parsons declared an interest and left the meeting.</p> <p>It was proposed by Cllr R Kneebone, seconded by Cllr A Barham, that the quote received for the LMP contract from Mr JAM Sanders (The Grasscutter) of £150 per cut for 2 cuts of the footpaths and £42 per cut for 3 cuts of Trelinnoe footpaths in FY 21/22 be accepted; all were in favour.</p> <p>Cllr P Parsons returned to the meeting, it was proposed by Cllr A Finnimore, seconded by Cllr R Kneebone, that Cllr P Parsons retake the chair; all were in favour.</p> <p>d. Waste bin Tregaller Lane. It was proposed Cllr A Barham, seconded by Cllr M Screech, that the waste bin currently located in lane next to the toilets be moved to Tregaller Lane, exact location to be decided. The waste bin situated by the post box would be increased in size if a bigger bin was available.</p>	Clerk Chairman Clerk Clerk

<p><b>21/082 New business.</b></p> <p>a. New Code of Conduct. Online code of conduct training was now available. Cllr R Kneebone completed online code of conduct training on 21<sup>st</sup> May 21 The new Code of Conduct would be discussed at the next meeting.</p> <p>b. Revised Standing Orders. To be reviewed at the next meeting.</p> <p>c. FY 20/21 Risk Assessment. It was proposed by Cllr R Kneebone, seconded by Cllr A Finnimore, that the Risk Assessment for FY 20/21 be accepted; 4 Cllrs were in favour and 2 Cllrs abstained.</p> <p>d. NALC Model Financial Regulations. To be discussed at the next meeting.</p> <p>e. Employment Committee recommendations. Lewannick Parish Clerk had agreed to provide 3 months cover. It was proposed by Cllr M Screech, seconded by Cllr A Barham, that Lewannick Parish Clerk take over Clerk duties for South Petherwin Parish Council from July 21; all were in favour. It was proposed by Cllr A Finnimore, seconded by Cllr A Barham, that a clerk vacancy advert be placed in the Cornish and Devon Post for 2 weeks at a cost of £36 and that the Clerk's hours be raised to 32 per month from 20 hours per month; all were in favour. The Clerk vacancy advert would also be placed on the Parish website, noticeboards and forwarded to CALC.</p>																	
<p><b>21/083 County Councillor's Report</b> A £1.5m fund to be shared between Cornwall and Devon was available for eligible schemes that deal with speeding on rural roads. Applications to Cornwall Council. Road works are happening. The school road speed limit would be reducing to 20mph and the surface dressing and white lining at Daws House was imminent. I attended the new Conservative led County Council meeting. Cornwall Council Conservative 6 point plan for Cornwall - abolish the council office in Brussels; enable sectors like new green technology and space to flourish; introduce more 20mph speed limit zones where there is strong public support locally; where local communities request them, we will reinstate recycling bins in car parks; prioritise housing for local people, to enable them to stay in the community they grew up in; cut unacceptable delays in the assessment process for children with additional needs. The dangerous road junction at Plusha must be kept on the agenda.</p> <p>Asphalt Plant, the expiration deadline for commencement of work for this planning application has been extended to 1st May 2021. South Petherwin Parish Council required confirmation that the conditions deadline had been extended and that the conditions would be met prior to the Certificate of Commencement of work is issued. After seeking legal advice it was believed that the Planning Officer was content that all was in order.</p>																	
<p><b>21/084 Finance</b></p> <p>a. Bank reconciliation Q4 – EOY accounts. It was proposed by Cllr M Screech, seconded by Cllr A Finnimore, that the EOY accounts be accepted, 3 Cllrs agreed and 3 Cllrs abstained, motion not passed, insufficient Cllrs in agreement.</p> <p>b. Bank Statement Estimate at 1<sup>st</sup> June 2021</p> <table data-bbox="191 1381 1193 1491"> <tr> <td>Current Account</td> <td style="text-align: right;">£ 15,566.65</td> </tr> <tr> <td>Savings Account</td> <td style="text-align: right;"><u>£ 21,102.84</u></td> </tr> <tr> <td>Total Balance</td> <td style="text-align: right;">£ 36,669.49</td> </tr> </table> <p>c. Invoices due for payment – to be approved.</p> <table data-bbox="191 1528 1315 1701"> <tr> <td>Parish Clerk wage and expenses</td> <td style="text-align: right;">£212.12</td> </tr> <tr> <td>Toilet and bus shelter cleaning contract (invoice not yet received)</td> <td style="text-align: right;"><del>£56.00</del></td> </tr> <tr> <td>LMP advert (payable to Tindle Newspapers £123.00 + £36.00)</td> <td style="text-align: right;">£159.00</td> </tr> <tr> <td>Noticeboard repair and hand-towel dispenser fitting – Kemp's Home and Garden Maintenance (payable to Matthew Kemp)</td> <td style="text-align: right;"><del>£80.00</del> £40.00</td> </tr> </table> <p>Remaining £40.00 to be paid once the noticeboard was repaired.</p> <p>It was proposed by Cllr A Barham, seconded by Cllr R Kneebone, that the invoices be paid; all were in favour.</p> <p>d. Credits received (estimate)</p> <table data-bbox="191 1843 1120 1885"> <tr> <td>Saving account interest – HSBC</td> <td style="text-align: right;">£0.18</td> </tr> </table>	Current Account	£ 15,566.65	Savings Account	<u>£ 21,102.84</u>	Total Balance	£ 36,669.49	Parish Clerk wage and expenses	£212.12	Toilet and bus shelter cleaning contract (invoice not yet received)	<del>£56.00</del>	LMP advert (payable to Tindle Newspapers £123.00 + £36.00)	£159.00	Noticeboard repair and hand-towel dispenser fitting – Kemp's Home and Garden Maintenance (payable to Matthew Kemp)	<del>£80.00</del> £40.00	Saving account interest – HSBC	£0.18	<p>Clerk</p> <p>Clerk</p>
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<p><b>21/085 Correspondence.</b> None.</p>																	
<p><b>21/086 Urgent items</b></p>																	

<p>a. Complaints had been regarding the extent of dog fouling in the Parish.</p> <p>b. In order for the audit documents to be signed off before the 30th June 21 the Parish Council would hold an Extraordinary meeting on 10th June 2021 in the Village Hall at 7pm. This meeting would be rescheduled if the internal audit had not been completed by 10<sup>th</sup> June 2021.</p> <p>c. There was no requirement for an employment meeting as an update had been provided in the meeting.</p>	Clerk
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There being no further business the meeting closed at 8.17pm

The next meeting would be the Extraordinary Parish Council meeting on 10<sup>th</sup> June 2021 at 7pm in the Village Hall.