

ST GERMANS PARISH COUNCIL

Chairman Mr Alan Hodge
Clerk: Mrs Emily Young Tel: 07845 130596 Email: clerk@stgermansparishcouncil.gov.uk
Website – www.stgermans-pc.org.uk

Minutes of the Parish Council meeting held at the British Legion in Tideford on 17th December 2018 at 7.00pm

Present

Tideford Ward: Cllr A Hodge, Cllr D Carter and Cllr L Gomersall
Polbathic Ward: Cllr S Barnes and Cllr A Gowing
St Germans Ward: Cllr N Witton, Cllr G Mackeen, Cllr B Skelton and Cllr G Willis
Bethany Ward: Cllr P Pipe and Cllr P Chilton
Cornwall Council Cllr J Foot

1. Declarations of Interests and Requests for Dispensations *(a member may not participate in any discussion or vote upon a matter at the meeting in which he/she has a disclosable pecuniary interest).*

1.1 To receive declarations of interest from Councillors on items on the agenda

Cllr Barnes declared an interest in item 9.11.

Cllr Willis and Cllr Witton declared an interest in item 9.2.1.

Cllr Skelton declared an interest in item 5.6.

1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

1.3 To grant any requests for dispensations as appropriate

Public Participation for a maximum of 10 minutes *(for the public to comment on the items below)*

3 members of the public were present. These members were talking about there being an urgency to tackle climate change and what St Germans Parish Council might do at a grass roots level. They stated the following: We have 12 years to stop global warming. If we go over 1.5 degrees the country will become unstuck. Various people been talking since 1980's but in terms of things happening we need to try and get things moving locally. Prince Charles and Sir David Attenborough have recently stated quotes about how bad climate change currently is. Ladock Parish Council have adopted a Climate change policy and have formed a group to look at things at a local level. Examples of local things that St Germans could do; Look at 5 simple steps / carry out carbon household audits working with a local University, look at carbon emissions when we receive planning applications, amongst other things. We will have an increase in flooding and more bad weather; more storms in the years to come. The UK only has 8% tree cover and in Europe it is around 35%, so we could support more tree planting in the South West. Bristol, for example, have declared a climate emergency and pledge to become carbon neutral by 2030. They have already sent the Clerk a generic document (which was circulated) and they would like the Parish Council to make a declaration to support this document. See item 5.9 for more details.

Another member of the public spoke about the Transport group and how we need to move towards a collaborative approach to transport and also we need to be aware of spraying and protecting the road verges and hedgerows. Plymouth City Council have stopped spraying and have adopted a more natural approach to dealing with weeds.

2. Apologies for absence (members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting. The members present must decide whether the reason(s) for a member's absence shall be accepted).

There were no absences.

3. Approval of Minutes of Meeting held on 26 November 2018 (to approve the minutes as a correct record)

It was proposed by Cllr Witton and seconded by Cllr Pipe that the minutes be approved. All were in favour and the minutes were signed by Cllr Hodge.

4. Councillors Reports

4.1 Cornwall Councillor Foot – report on all relevant matters

Following on from the November PC meeting where a member of the public asked about the Polbathic scrap yard, Cllr Foot confirmed this is not a planning issue but he is talking to the Licencing department of Cornwall Council to enquire about having a licence. Cllr Foot is in touch with the Licencing Enforcement Officer.

The Local Boundary Division. There are currently 123 Cornwall Councillors and this is reducing to 87 Cornwall Councillors by 2021. Following the voting in 2021 and the reduction in the number of Cornwall Councillors, Parish Councils are likely to become more involved and strategic.

Cllr Foot will look into the Boundary Commission as he believes it should be St Germans and Rame Parish, but the Clerk confirmed this does not correlate with the information she has received.

A white paper has been issued which says in the 2021 census there will not be a Cornish tick box, but the Tickbox group will keep campaigning. (With this census the government are targeting for 70% of people doing an on-line submission.)

The waste contract is coming up in Cornwall Council and recycling is going to be collected weekly and landfill every 2 weeks.

4.2 Cllr Willis & Cllr Witton to report on the Gateway meeting on 3rd December 2018

Cllr Witton mentioned about having a flashing vehicle 30mph sign for both directions in Polbathic. This will be discussed with Paul Allen of Highways in greater detail. A summary of the last meeting was as follows: The following projects are on the schedule list:

1/ Virtual footpath at Fore street, cost £5000, delivery within six months (subject to approval by the Portfolio holder).

2/ A374 Polbathic one vehicle activated sign cost £9000 delivery within 9 months (subject to approval by the Portfolio holder).

3/ Build out at Fore Street for road narrowing and signs cost £25000 approved within the next allocation to deliver within a year 'maybe', following approval.

Budget discussion produced an interesting point that Cornwall will be raising rates on empty property to 100% in the second year of emptiness and 200% in year three and 300% in year four. Also raised was the possibility of paying rates more by choice...?

The crime rate in the Parish is up by 17% year on year. There was no particular factor that was a cause for concern and small numbers give larger percentages without being too significant. One Transport system was interesting in what they could not yet answer, for example; how often will the two an hour trains actually stop? How will one ticket for the whole journey get the best price on the train? How coverage on one ticket will extend out of Cornwall? How do you get to Derriford from Millbrook on time?

A Devolution progress document was produced and St Germans Parish Council are not on it. The Clerk will liaise with Cornwall Council to follow this up.

5. Matters arising from the previous minutes (not appearing elsewhere on the agenda, but decisions cannot be made)

5.2 Highways – ongoing issues

5.2.1 Treland fencing and Branchecoombe corner – Clerk reported still no start dates confirmed but work should start before 31st March 2019.

5.2.2 Doctors Lane closure plus RTO extension – Clerk confirmed closure of path now extended to 31 March 2019. Repair work expected to commence in early January 2019.

5.3 Community Projects as a result of the Community Benefit Contribution relating to the land at Trequite

5.3.1 The balance remaining £5779.53

Cllr Pipe asked if the community could be asked how they would like to see the money spent when we do the public consultations in early 2019.

5.4 Nut Tree

Cllr Hodge has a deadline of 18th December 2018 to submit January's entry. Cllr Witton will do February.

5.5 New Parish website

Cllr Willis said that he would like the structure and design completed first of all and then the content and if all in agreement, then we need to get this underway. It will be tablet friendly. Links was an area to be discussed in greater detail later with regards to third parties. Cllr Willis proposed that WesternWeb put together an outline structure/framework asap. Cllr Pipe seconded. All were in favour. The Clerk will follow this up.

5.6 Proposed car park next to St Germans rail station

The Clerk confirmed that the designer (Cormac) have confirmed this project is now on hold as Cornwall Council are seeking assurance from GWR.

5.7 Bus stops and shelters – Polbathic

It was agreed to leave the existing Polbathic bus shelter on the A374 as is and the one in the car park in Polbathic will be assessed when the Parish Council receive the car park as part of the devolution. In the meantime, Cllr Pipe proposed for a new bus shelter in Bethany, along the verge by the noticeboard. This was seconded by Cllr Chilton. All were in favour.

Cllr Chilton also enquired about a possible bus bay, but this will need further investigation by the Clerk.

5.8 Twinning AGM – Cllr Gowing to report

On the 12th January 2019 there is a Burns night in the Downderry hall which is £12.50 for a 3 course meal along with Celidh dancing. The next Committee meeting is on Monday 7th January 2019. The Twinning Committee are looking for a Membership Secretary. In April 2019 the Twinning group are hoping to go to Plougerneau.

5.9 Climate change motion

The proposed motion was circulated to all Cllrs prior to this meeting. The points raised by the members of the public present this evening and the document were discussed and it was felt that all Cllrs need to have a clearer understanding of the proposed motion before agreeing to it. It was proposed by Cllr Pipe that everyone reads and understands the proposed policy ready to discuss this further at the January meeting. This was seconded by Cllr Willis.

9 people were in favour with 2 against.

5.10 Polbathic village hall sign

Clerk confirmed that the Polbathic village hall Committee had contacted her to ask if it would be possible to put a sign up to the hall on the A374/St Germans junction. Highways have confirmed it would be possible at a cost of £175.00 +VAT. The Clerk will be notified of their decision following a meeting in mid January 2019.

5.11 Budget and Parish Precept 2019/2020

The Finance and General Purposes Committee met on 10.12.2018 and agreed a proposed budget sufficient to meet all anticipated expenditure.

The Clerk circulated documents showing the budget for previous years, actual expenditure to 30.9.2018, estimated expenditure for 2018/19 and the proposed budget for 2019/20 for the approval of the Parish Council.

The Committee agreed that Clive Murphy should be re-appointed as the Internal Auditor as he is both competent and independent and his effectiveness will continue to be monitored.

Risk management – key risks facing the Parish Council were reviewed and all members agreed that the internal controls in place, the services of specialist external bodies and the insurance cover were adequate at this time. Therefore, the Risk Management paper, the individual Risk Assessments and the Asset Register were checked and approved.

It was agreed by the Committee that the annual grant of £1,500.00 towards the public toilet at the Eliot hall should continue at this level.

We may receive an additional payment from Cornwall Council in 2019/20 as a Council Tax Support Grant (CTS) on top of the precept, but this is not confirmed at this time.

Taking everything into consideration, the proposed budget for 2019/20 is £59,350.00. It is proposed to claim a precept of £55,473.81 which is a zero increase on 2018/19's precept and the difference of £3,876.19 will be taken from reserves.

It was proposed by Cllr Gomersall to accept the budget for 2019/20 and this was seconded by Cllr Mackeen. All were in favour.

The Clerk will complete the notification form and submit to Cornwall Council before the next meeting.

The meeting closed at 20.42.

Meeting opened again at 21.02.

5.12 Public traffic consultations proposed for February 2019

Cllr Witton proposed to make an entry in the February Nut Tree to broadcast to the public. Cllr Willis raised about covering more than just traffic. It was agreed that a questionnaire will be compiled. The amount of work involved was discussed and it was agreed to postpone these consultations until April 2019. It was agreed that all Cllrs need to participate in the events. Cllr Witton and Cllr Willis to work with the Clerk to draw up some dates and hall availability.

6. Playparks

6.1 St Germans

The weekly inspections were carried out by Cllr Willis and the next inspections will be by Cllr Mackeen.

6.2 Tideford

The weekly inspections were carried out by Cllr Gomersall and the next inspections will be by Cllr Skelton. The various repair work that has been carried out in the park is very positive, but the toddler slide needs fairer weather before repairing. It was also requested for the Clerk to look at 'topping up' the bark which needs to confirm to BS EN1177.

7. Burial Ground

7.1 Burial Committee meeting minutes 6th Nov 2018– to receive and approve any recommendations therein.

It was agreed for the Clerk to arrange another Committee meeting to finalise the new regulations and interment form. The Committee will then report back in January 2019.

8. Finance (details for 8.1 and 8.2 were given out at the meeting)

8.1 To note and approve the current financial position.

Current financial position - Bank Reconciliation

Local Council Name – **St Germans Parish Council**

County - **Cornwall**

Financial period ending 30th November 2018

Prepared by: Mrs Emily Young (Parish Clerk)

Date: 12th December 2018

Balance per bank statement as at 30.11.2018

	£	£
Treasurers Account	167,850.52	167,850.52

Less: unpresented cheques as at 30 November 2018

From Treasurers Account only

Cheque numbers:

573	RBL - July PC Meeting	30.00
611	Clerks November expenses	121.33
613	Eliot hall hire	50.00
614	S Dance litter collector 30/10-20/11/18	64.00
615	W.J.Wicks and Sons repair to Treland park gate	111.60
616	Southwest surfacing specialists - Treland park rubber mulch	15,060.00
617	Tom Cox tree work following survey T3, T4, T5 and G13	1,010.00
617	Tom Cox tree work remove 2 leaning oak trees + safety	80.00
618	CALC - Clerks practical budgeting training	36.00
		(16,562.93)

Net bank balance as at 30 November 2018 **£151,287.59**

Balance per spreadsheet as at 30 November 2018 **£151,287.59**

It was proposed by Cllr Skelton that the bank reconciliation be approved. This was seconded by Cllr Pipe and agreed by all.

8.2 To authorise payments on the income and expenditure schedule.

Number	Details	Cheque No (if applicable)
8.2.1	Clerk's December expenses £27.35	600
8.2.2	Clerk's December salary plus processing fees	D.D
8.2.3	Clerk's Pension £40.00 (£20.00 Parish Council, £20.00 Parish Clerk)	D.D
8.2.4	£90.75 PMP Invoice – Nut Tree for December 2018 edition	619
8.2.5	£21.00 Eliot hall hire – 10 th December 2018.	620
8.2.6	£11.00 Clerk's mobile phone	D.D
8.2.7	£64.00 local litter picking and bin emptying (26 Nov – 13 Dec)	621
8.2.8	Southern Electric – Tideford lighting £6.35	D.D
8.2.9	RBL hall hire - £30.00	622
8.2.10	Pear Technology – Burial ground software - £102.00	623
8.2.11	B H Gardens – Grass cutting, Treland wall and leaf clearance and Tideford park various repair work. £2,352.00	624

It was proposed by Cllr Carter that the above income and expenditure items be approved. This was seconded by Cllr Chilton. All were in favour. Cheque signatories for these payments will be Cllr Hodge and Cllr Willis.

8.3 Requests for spending

There was a late request for the Clerk to attend a CALC training course called 'Working for your Council' costing £300.00 plus VAT starting in January 2019.

Cllr Pipe proposed that this is accepted and Cllr Chilton seconded. All were in favour.

8.4 Financial correspondence

Cllr Witton confirmed that he has spoken to the existing 3 Contractors; (tree surgeon, grass cutter and litter collector), who have agreed to carry on for another 12 months at no increase in price. S Dance (litter collector) will be reviewed in August/September 2019, but T Cox and B Harper will be contracted up until January 2020.

The Clerk will formally write to each of these Contractors to confirm this.

9. Planning Applications *(please view all applications at <http://www.cornwall.gov.uk/environment-and-planning/planning/online-planning-register/>)*

The following applications have been received by Cornwall Council:

Cllr Barnes left the room.

9.1.1 PA18//09706 – 5 Sunnyside Polbathic – An amendment to an existing application to change the conservatory roof from a tiled roof to a zinc roof (to improve the on-going maintenance and making it more attractive). It was proposed by Cllr Pipe and seconded by Cllr Willis to support this application. All were in favour.

Cllr Barnes returned to the room.

9.2 Planning Applications received after publication of this agenda

Cllr Witton and Cllr Willis left the room.

9.2.1 PA18/11478 – Quay Sailing Club – To alter the existing toilets and provision of an accessible toilet - It was proposed by Cllr Barnes and seconded by Cllr Mackeen to support this application. All were in favour.

Cllr Witton and Cllr Willis returned to the room.

9.2.2 PA18/10410 – Castle Motors – Construction of additional motor sales showroom with associated works - It was proposed by Cllr Chilton and seconded by Cllr Willis to support this application. All were in favour.

9.3 Planning Appeals – Received by the date of this meeting

9.4 Planning Decisions

The following decisions were made by Cornwall Council:

9.4.1 PA18/08881 Quay Sailing Club St Germans Listed building consent for the removal of asbestos from ground floor ceiling and replacement with non-asbestos fire-resistant material. **Approved 20/Nov/2018. Noted.**

9.5 Planning Correspondence and Reports

9.6 Planning matters raised by Members

Cllr Witton raised a planning application for houses with all matters reserved dated 17 Nov 2018 on display outside the Venture Filling Station in Polbathic. Clerk confirmed no planning application received. Clerk to enquire with Cornwall Council.

There are concerns with the size of the willow tree on the A374 junction by the Old Mill House in Polbathic. Cllr Barnes believe the tree is owned by the residents of the Old Mill House. The Clerk and Cllr Barnes will make enquiries to get it loped for safety reasons.

Cllr Witton also asked that the Clerk contacts Highways about the fencing around the Venture Filling Station as it appears to be on Highways land.

10. Correspondence Received

- 10.1 Rural Services Network – Noted.
- 10.2 Final recommendations for new Council ward boundaries – Cllr Foot believes the information the Clerk has received is incorrect. To be checked and confirmed.
- 10.3 Cornwall Council Christmas waste and recycling – Noted.
- 10.4 Winter Resilience Committee – Noted.
- 10.5 Road Traffic Regulation – Hessenford Road – Noted.

11. Urgent Business raised by Ward members and admitted by the Chair (Members can raise urgent matters which if admitted, can be discussed, but decisions cannot be made until the next meeting.)

There are a lot of stones and debris on the road at Lower Fore Street/Gallery Lane. Can the Clerk please report to get this cleared as soon as possible.

The meeting closed at 10.10pm.

Signed as a true record of the meeting.....
Chairman

.....
Date