

ST GERMANS PARISH COUNCIL

Chairperson: Patricia Pipe Email patricia.pipe@stgermansparishcouncil.gov.uk
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Minutes of the Parish Council meeting held at the British Legion, Tideford on Monday 24th June 2019 at 7.00pm

Tideford Ward: Cllr L Gomersall
Polbathic Ward: Cllr S Barnes
St Germans Ward: Cllr N Witton and Cllr G Mackeen
Bethany Ward: Cllr P Pipe and Cllr P Chilton

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 Witton declared an interest in item 5.8.

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

1.3 To grant any requests for dispensations as appropriate *(in line with the Council's Code of Conduct 2012)*

Public Participation for a maximum of 15 minutes *(for the public to make recommendations, answer questions and give evidence in respect of any items on this agenda. Those present will be minuted).*

Two members of the public were present.

One person gave an overview on the planning application number PA19/05143 to convert Barapill Farm (the stone barn) into residential accommodation. Photographs and drawings were circulated. The farm land around has been re-let. The 'Atcost' barn was on a previous application where Permitted Development Rights applied and this is to be converted into a 3 bedroomed dwelling.

2 Police officers were also present. PC Lavers and PCSCO Wells. PC Lavers is working as a new Neighbourhood Officer based in Saltash. PC Lavers reported on crime figures for St Germans for May to-date and compared this from the same time in 2018. She said crime figures were down by 14.7%. PC Lavers also said about sending the Clerk access to a Neighbourhood account.

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).

Apologies received from Cllr Skelton, Cllr Carter and Cllr Jesse Foot. Approved by all.

3. Approval of Minutes of Meeting held on 20 May 2019 (to approve the minutes as a correct record)

It was proposed by Cllr Barnes and seconded by Cllr Mackeen that the minutes be approved. All were in favour with 1 abstention. The minutes were signed by Cllr Pipe.

Cllr Pipe announced that Cllr Willis resigned today with immediate effect. The Councillors were sorry to hear about this.

4. Councillors Reports (to report only)

4.1 Cornwall Councillor Foot – Following the Safe38 petition and their recent AGM attended by our MP, Parish Councillors and Cornwall Councillors, Sheryll Murray tabled an

adjournment debate on 19/06/19 around the A38. There is a link to the debate on the Safe38 Facebook page. In addition, a meeting will take place next week with Safe38, Cornwall Council and Highways England to look at delivery of short-term safety measures. I had a meeting recently with council officers exploring ways to address air quality issues in Tideford, with or without the help of Highways England, who have not been engaging over this issue at all. I hope to have a meeting organised in July with Safe38, Cornwall Council and St Germans Parish Council to look at air quality.

4.2 Cllr Willis – report on the public bus meeting on 21st May 2019

People in the meeting were generally in favour of the changes to the 75 timetable and the new 71 route and timetable. The service will improve to Derriford as a Liskeard and Saltash service was to be introduced. Better bus stop arrangements at Trerulefoot were being looked at. It was suggested for the St Germans Transport Group and a representative from St Germans Parish Council to be represented at the Rame Peninsula Transport Group.

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 Budgets Shop flooding – No date confirmed to do the CCTV survey.

5.2.2 Polbathic speed devices - £12,36.07 to install 1 electric device! The Parish Council felt this was too much and Highways have confirmed that the solar devices will work. The Parish Council will take the solar devices on the assurance that the devices will work and therefore will reserve the right to return the devices to Cornwall Council and ask for rectification. This was proposed by Cllr Witton and seconded by Cllr Barnes. All in favour.

5.2.3 Tideford – A38 – The Cllrs discussed the disappointment at the lack of response from Highways England and Cornwall Councils work in putting in the correct machine to capture the air particulates which can be accepted by DEFRA. The Parish Council are engaging with the Environmental Officer of Cornwall Council to try and put pressure on, but there is a lack of the correct data needed in order to raise the profile. The Task Group report is due out later this week.

5.2.4 Lane in Bethany to Carpenters Farm, Bethany – The road has been resurfaced in this location recently, due to constant defects from water flow on the highway. The new ditch which is attached to the original highway drainage keeps the water off the highway.

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 until 31 August 2020.

5.4 Nut Tree

Cllr Mackeen submitted his entry in June for July's entry. There is no Nut Tree in August.

5.5 New Parish website – Cllr Chilton proposed that we move to the new website. This was seconded by Cllr Gomersall. All in favour.

5.6 Bus stop application for Bethany – The Clerk has submitted the application and Cllr Pipe\Chilton will talk to some of the local residents. Ongoing.

5.7 Public traffic consultations – next steps needed

Cllr Witton to contact Highways to understand what is likely and not likely, this will facilitate the list. Cllr Gomersall, Cllr Mackeen and Cllr Barnes agreed to work with Cllr Witton. Clerk to arrange the meeting with Highways.

Cllr Witton left the room

5.8 Land below Treland Park

It was proposed by Cllr Gomersall and seconded by Cllr Barnes to accept Cornwall Council's offer of acquiring Treland land as part of an asset transfer. Clerk to contact Cornwall Council to take this forward.

Cllr Witton returned to the room

5.9 Graffiti and vandalism in St Germans

It was proposed by Cllr Gomersall to keep an eye on developments. This was seconded by Cllr Barnes. All in favour. Any concerns please report to 101.

5.10 Bethany chapel

The Clerk was asked to continue with the registration of the chapel as an asset of community value. The liaison with the Methodist contacts is ongoing and the Clerk will report back. This was proposed by Cllr Witton and seconded by Cllr Gomersall. All in favour.

5.11 Dog fouling and bins in Parish

Cllr Witton proposed for a total cost per bin per year for providing new dog poo bins. Clerk is also to check if the bins can be emptied every other week, in some locations. Seconded by Cllr Gomersall. All in favour.

5.12 Port Eliot lease agreements

The lease agreements for both the Millennium gardens and Tideford Playpark land will be discussed at Fridays meeting at Port Eliot.

5.13 Polling Districts and Polling Places Review – stage 2

Cllrs agreed to keep things as is. This was proposed by Cllr Witton and seconded by Cllr Chilton. All in favour.

6. Playparks

6.1 St Germans

Cllr Willis did the last inspection with no issues raised. Cllr Mackeen to do the next inspections.

6.2 Tideford + inspections

Cllr Gomersall visited last Friday. Clerk to email forms and Cllr Gomersall to do the next inspections.

7. Burial Ground

7.1 Summary of burial ground course recently attended by Clerk – a summary was given on the course. Recommendations to be sent ready for the next meeting by the Clerk.

8. Finance (details for 8.1, 8.2 and 8.3 will be given out at the meeting)

8.1 Annual Governance and Accountability Return

8.1.1 Section 1 – Annual Governance Statement 2018/19

The Parish Council is responsible for ensuring that there is a sound system of internal control, including the preparation of the accounting statements which are in accordance with the Accounts and Audit Regulations.

Section 1 of the AGAR was given to all Councillors at the meeting.

Cllr Witton proposed that the Parish Council approve the Annual Governance Statement for 2018/19. This was seconded by Cllr Barnes and agreed by all.

Cllr Pipe and the Clerk signed the Annual Governance Statement.

8.1.2 Section 2 – Accounting Statements 2018/19

Annual Accounts and the Return for the year ended 31 March 2019

The accounts have been audited by our internal auditor, Clive Murphy, who has found the record keeping of good quality and everything in good order.

Copies of the full accounts were given to all Cllrs and the Public at the April 2018 Parish Council Meeting and the Accounting Statements were presented to the Council this evening for approval. The Clerk reported that the bank account has been reconciled to the cash book as at 31.03.19 and that the balance at that date was £142,473.75.

Section 2 of the AGAR was given to all Councillors at the meeting.

Cllr Witton proposed that the Parish Council approve the Accounting Statements for 2018/19. This was seconded by Cllr Barnes and agreed by all.

Cllr Pipe and the Clerk signed the Statement.

The annual return will be submitted to PKF Littlejohn LLP (external auditor) no later than 1st July 2019.

8.2 To note and approve the current financial position.

Financial period ending 31st May 2019

Prepared by: Mrs Emily Young (Parish Clerk)

Date: 20th June 2019

Balance per bank statement as at 31.05.2019	£	£
Treasurers Account	163,977.81	163,977.81
Less: unpresented cheques as at 31 May 2019		
From Treasurers Account only		
Cheque numbers:		
660	S Dance litter collector 23 Apr - 14 May 19 inclusive	64.00
662	WesternWeb new website. Invoice no 20954	756.00
664	Duchy Cemetery's grave topping up invoice no 1680	350.00
		(£1,170.00)
Net bank balance as at 31 May 2019		£162,807.81
Balance per Clerks sheet as at 31 May 2019		£ 162,807.81

The bank reconciliation sheet was distributed to all Councillors and Cllr Witton proposed this is approved. This was seconded by Cllr Barnes. All in favour.

8.3 To authorise payments on the income and expenditure schedule.

Number	Details	Cheque No (if applicable)
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8.3.1	Clerk's June 2019 expenses £71.95	669
8.3.2	Clerk's June 2019 salary plus processing fees	D.D
8.3.3	Clerk's Pension £40.00 (£20.00 Parish Council, £20.00 Parish Clerk)	D.D
8.3.4	£90.75 PMP Invoice – Nut Tree for June 2019 edition	670
8.3.5	£30.00 British Legion Parish Council meeting 24 June 2019	671
8.3.6	£11.00 Clerk's mobile phone	D.D
8.3.7	£64.00 local litter picking and bin emptying (21 May – 11 June 2019)	672
8.3.8	Southern Electric – Tideford lighting £6.35	D.D
8.3.9	CALC\ICCM Burial ground course for Clerk £125.00+VAT	673
8.3.10	Eliot hall Public bus meeting 21 May 2019 £17.00	674
8.3.11	S Wiggett Lynher house bus window cleaning 19/12/18 & 20/02/19 = £30.00	675
8.3.12	Clive Murphy Internal auditor £295.75	676
8.3.13	B Harper – grass cutting £324.00	677
8.3.14	Cornwall Tree Consultancy – tree inspections £525.00	678
8.3.15	HG Stacey – Thomas memorial stone £80.00	Credit
8.3.16	HG Stacey – Coombe memorial stone £80.00	Credit

The income and expenditure schedule was distributed to all Councillors. It was proposed by Cllr Mackeen and seconded by Cllr Chilton to approve the schedule. All in favour with 1 abstention.

8.4 To schedule a Finance Committee meeting

Thursday 4th July at 09.15 Finance Committee meeting Eliot hall.

8.5 Approval to submit the LMP 2019/20

Cllr Gomersall proposed that this be accepted. This was seconded by Cllr Chilton. Approved by all.

8.6 Requests for spending

- 8.6.1** Clerk request to attend Planning course on 16th July. £80.00 + VAT.
It was proposed to accept this by Cllr Barnes and seconded by Cllr Gomersall. All in favour.
- 8.6.2** Royal Mail PO box for Clerk £285.00 per year
It was agreed to remove the Clerk's address from all public documents.
- 8.6.3** Repair work to land above Treland park and below footpath £350.00 + VAT.
It was proposed by Cllr Mackeen to accept this quotation. Seconded by Cllr Gomersall. All in favour.
- 8.7 Financial correspondence** – None received.

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

- 9.1** The following applications have been received by Cornwall Council:
 - 9.1.1 PA19/05143 – Barapill Farm** – change of use to a dwelling.
Cllr Mackeen proposed that this application is supported. Cllr Chilton seconded. All in favour.
 - 9.1.2 PA19/03135 – 54 Lower Fairfield** – demolition and extension (revised drawings)
Cllr Barnes made a proposal to support the new application. Seconded by Cllr Chilton. All in favour with 1 abstention.

9.2 Planning Applications received after publication of this agenda- None received.

9.3 Planning Appeals – Received by the date of this meeting

9.4 Planning Decisions

- 9.4.1 PA19/02984 – The Wagon House, Trenithick Farm** – Approved 28/05/19. Noted.
- 9.4.2 PA19/03191 – 24 Eliot Drive, St Germans** – Approved 17/05/19. Noted.
- 9.4.3 PA19/03072 – Polmarkyn Farm** – Approved 03/06/19. Noted.

9.5 Planning Correspondence and Reports

9.6 Planning matters raised by Members

10. Correspondence Received

- 10.1** Rural Services Network – Noted.
- 10.2** CALC newsletter – Noted.
- 10.3** Latest news from ICO – Noted.
- 10.4** Invitation to alternatives to pesticides demonstration – Noted. Clerk to forward venue details to Cllr Gomersall.

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

Cllr Witton commented on the tree report received today from an independent Arborist. Cllr Witton will highlight the priorities and then obtain quotations for the work needed.

Meeting closed at 9.02pm.

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

 Date