

# ST GERMANS PARISH COUNCIL

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## **Minutes of the virtual Parish Council meeting held on 28 September 2020 at 6.00pm**

### **Present**

Tideford Ward: Cllr A Hodge, Cllr D Carter and Cllr L Gomersall  
Polbathic Ward: Cllr S Barnes and Cllr R Elliott  
St Germans Ward: Cllr G Mackeen and Cllr N Witton  
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

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

**1.3** To grant any requests for dispensations as appropriate

There were no declarations made.

**Public Participation for a maximum of 15 minutes in total** *(for the public to comment on the items below)*

There was one member of the public present who said she's been hearing rumours about the Bethany chapel and was interested to know what is proposed. She also mentioned that there hadn't been any local consultation made as far as she was aware and it was important to know what was being proposed.

Cllr Carter joined at 6.06pm.

**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).

No formal apologies received.

**3. Approval of Minutes of Meeting held on Monday 24 August 2020** (to approve the minutes as a correct record) (See Appendix 1).

It was proposed by Cllr Chilton and seconded by Cllr Witton that the minutes be approved.

All were in favour. The minutes to be signed by Cllr Pipe.

**4. Councillor Reports**

**4.1 Cornwall Councillor Foot** – report on all relevant matters

Cllr Foot attended the virtual full council meeting last week. This format is continuing for the next few months although a hybrid is being explored. Cornwall Council are experiencing significant budget gaps, its going to be a 'tough few months' ahead going into winter and with covid. Cornwall council have produced a 'local outbreak management plan' which notifies the local councillor when there is a local outbreak. Cornwall council's website also has a once a week corona virus dashboard data available. Cllr Foot emphasised the importance of replying to the Government consultation on changes to the planning system.

<https://www.gov.uk/government/consultations/planning-for-the-future>

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

**5.1 PA20/06564 Proposal** Two roomed portable building to be sited on premises for additional medical/dispensary work space required for patient care

**Location** Quay Lane Surgery Old Quay Lane St Germans Saltash

Proposed by Cllr Hodge to support, seconded by Cllr Chilton. Agreed by all.

**5.2** Planning Applications received after publication of this agenda – None.

**5.3** Planning Appeals – None.

**5.4** Planning decisions – None.

**5.5** Planning correspondence and reports

**5.5.1** – Government consultation on changes to the planning system (deadline 29 October 2020) Clerk to recirculate the details for the PC to respond before deadline.

**5.5.2** – Government document on short term measures (deadline 1 October 2020) – noted.

**5.6** Planning matters raised by members – none.

**6. Finance**

**6.1** To note and approve the current financial position on all accounts – See Appendix 2.

**Current financial position - Bank Reconciliation for Lloyds Treasurers account**

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

County - **Cornwall**

Financial period ending 8 September 2020

Prepared by: Mrs Emily Young (Parish Clerk)

Date: 24 September 2020

<b>Balance per bank statement as at 08.09.2020</b>	<b>£</b>	<b>£</b>
Treasurers Account	106,774.59	106,774.59

**Less:** unpresented cheques as at 8 September 2020

From Treasurers Account only

<b>Cheque number</b>	<b>Details</b>	<b>Amount</b>
763	Cornwall Council May 2020 legal fees lease renewals (Inv No 8100022522)	230.84
764	Cornwall Council June 2020 legal fees lease renewals (Inv No 8100031248)	179.90
765	Cornwall Council July 2020 legal fees lease renewals (Inv No 8100037081)	95.94

**(£506.68)**

**Net bank balance as at 8 September 2020** **£106,267.91**

**Balance per Clerks sheet as at 8 September 2020** **£106,267.91**

**Current financial position - Bank Reconciliation for Lloyds Instant Savings account**

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

County - **Cornwall**

Financial period ending 31 August 2020

Prepared by: Mrs Emily Young (Parish Clerk)

Date: 24 September 2020

<b>Balance</b>	<b>£</b>	<b>£</b>
Instant Account	1.00	1.00

**Less:** unpresented cheques as at 31 August 2020

From Instant Account only

Cheque number	Details	Amount
No cheques		(£0.00)

**Net bank balance as at 31 August 2020** **£1.00**

**Balance per Clerks sheet as at 31 August 2020** **£1.00**

**Current financial position - Bank Reconciliation for Nat West Community Current account**

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

County - **Cornwall**

Financial period ending 31 August 2020

Prepared by: Mrs Emily Young (Parish Clerk)

Date: 24 September 2020

**Balance as at 31.08.2020** **£** **£**

Current account	80,000.00	80,000.00
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**Less:** unpresented cheques as at 31 August 2020

From current account only

Cheque number	Details	Amount
No cheques		(£0.00)

**Net bank balance as at 31 August 2020** **£80,000.00**

**Balance per Clerks sheet as at 31 August 2020** **£80,000.00**

The bank reconciliations and current bank statement (for Lloyds) were distributed to all councillors. Cllr Witton proposed these are all approved. This was seconded by Cllr Chilton. All in favour.

**6.2** To authorise payments on the income and expenditure schedule for this month – See Appendix 3.

**Income & expenditure for St Germans Parish Council 28 September 2020**

EXPENDITURE Date	Details	Gross (£)	VAT (£)	Nett (£)	Cheque No (if applicable)
28.09.20	Clerk's September 2020 expenses £46.30	£46.30		£46.30	769

14.09.20	Clerk's September 2020 salary plus processing fees	£953.33	£4.00	£957.33	D.D
20.09.20	Clerk's Pension £40.00 (£20.00 Parish Council, £20.00 Parish Clerk)	£40.00	£0.00	£40.00	D.D
22.09.20	£11.00 Clerk's mobile phone	£9.17	£1.83	£11.00	D.D
18.09.20	Southern Electric – Tideford lighting £6.35	£5.73	.28p	£6.01	D.D
28.09.20	BH Harper – grass cutting	£1255.00	£251.00	£1,506.00	770
28.09.20	N Witton – LogMeIn virtual meeting renewal 24 Aug- 23 Sept 2020	£30.00	£6.00	£36.00	771
28.09.20	4 new defibrillators	£4800.00	£960.00	£5,760.00	772
28.09.20	Western Web – Annual renewal of webspace, content management and email services	£105.00	£21.00	£126.00	773
28.09.20	SLCC virtual national conference	£25.00	£5.00	£30.00	774
28.09.20	Insurance renewal	£1196.90		£1,196.90	775
28.09.20	N Witton – LogMeIn virtual meeting renewal 24 Sept – 23 Oct 2020	£30.00	£6.00	£36.00	776
28.09.20	Cornwall Tree Consultancy – invoice #159CTC0820	£607.85		£607.85	777
28.09.20	Kivells valuation on Bethany Methodist Chapel. Inv 52405	£260.00	£52.00	£312.00	778

### INCOME

Date	Details	Value
14.09.20	Half precept	£27,736.90
14.09.20	CTS Grant	£667.19

The income and expenditure schedule was distributed to all councillors. It was proposed by Cllr Carter to approve the schedule, seconded by Cllr Chilton. Approved by all. The cheque signatories will be Cllr Witton and Cllr Pipe.

**6.3 Bethany Methodist chapel** – an intention to bid – It was proposed by Cllr Barnes for the Parish Council to express an interest, Seconded by Cllr Mackeen. 7 councillors voted for with Cllr Carter and Cllr Witton voting against stating it's not worthwhile. A committee

group to be established by Cllr Pipe to do the next research. A member of the public has offered to help with local consultation.

**6.4 Nat West business banking switch** – Noted no change needed.

**6.5 Budgets and actuals to-date** – Appendix 4 – The Clerk circulated budgets and actuals to-date to all councillors highlighting traffic management and repairs\maintenance with the largest variance.

**6.6 Requests for spending**

**6.6.1 Tree report and work in Parish** – see appendix 5 – Cllr Witton summarised the main work areas. The Clerk to follow up with contractors on quotations and timescales and report back.

**6.6.2 Employment committee recommendations** – Cllr Witton proposed that the Clerk's pay increases one point on the national spinal column to 22 effective 1 April 2020. Seconded by Cllr Carter. All in agreement.

**6.6.3 Insurance renewal** – see appendix 6 – It was proposed by Cllr Elliott to accept the one year insurance quotation from Pen Underwriting Limited for £1,146.90. Seconded by Cllr Chilton. Approved by all.

**7. Burial ground** – the Clerk has received a new request to inter ashes of the late Mrs Cox.

**8. Matters arising from the previous minutes** – No matters arising.

**8.2 Highways – ongoing issues**

**8.2.1 Proposed footpath St Germans** – Works should start in November 2020.

**8.2.2 Tideford – Air statistics** – recently provided which show a decrease but it is felt it is due to covid and a reduction in traffic. **Car park on Church Road** – There have been reports of recent car damage in this car park. The Police have been informed. Local people have enquired about lowering the hedge and/or installing CCTV. **Church Road resurfacing** – Residents are unhappy about the recent surfacing work on Church Road, debris and stones everywhere which will run into the drains. Cormac have been contacted. **Safe38** Cllr Witton stated about 190 dash cams being purchased by the Police to be used on the A38. The Police Crime Commissioner has said she wants zero road traffic deaths in Devon and Cornwall.

**8.3 Highways – new issues** - None.

**8.4 Playparks**

**8.4.1 St Germans** – Cllr Elliott did the last inspections and Cllr Mackeen to do the next. The Lower Fairfield gate doesn't close properly.

**8.4.2 Tideford** – £80.00+Vat to repair the cargo rope frame and £300.00+Vat to test the cross beam. It was proposed by Cllr Hodge to accept the quotations. Seconded by Cllr Barnes. All in favour.

**8.5 Lease renewals with Port Eliot** – The councillors asked that no action is taken on the Millennium gardens lease. To be reviewed in January 2021. It was proposed by Cllr Witton to move ahead with the Tideford lease on a 10 year term. Seconded by Cllr Carter. Agreed by all.

**8.6 Nut Tree** – Cllr Mackeen to do the next entry.

**8.7 Climate change initiative** – Cllr Pipe attended a Cornwall Council event in March where they brainstormed ideas for helping the environment. Lizzy Stroud was also present and said she is keen to help locally. For up-to-date information see <https://letstalk.cornwall.gov.uk/climate-change>

**8.8 Equal opportunities policy** – Proposed by Cllr Elliott to adopt the proposed policy. Seconded by Cllr Chilton. All in favour.

**8.9 Voted representative to Gateway panel** – Cllr Witton was nominated by Cllr Carter. Seconded by Cllr Hodge. All in favour.

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

**8.10.1** The balance remaining £4,843.53 (expiring September 2021). Noted.

**9. Urgent Business raised by Ward members and admitted by the Chair**

None.

Meeting closed at 7.43pm.

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

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Date