

# ST GERMANS PARISH COUNCIL

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## **Minutes of the November Parish Council meeting held at Polbathic hall on Monday 29 November 2021 at 6.30pm**

### **Present**

Tideford Ward: Cllr A Hodge  
Polbathic Ward: Cllr S Barnes and Cllr L Stroud  
St Germans Ward: Cllr R Elliott, Cllr N Witton, Cllr B Skelton  
Bethany Ward: Cllr P Chilton and Cllr P Pipe

**Tribute to Graham Mackeen** – Cllr Pipe said about the very sad and sudden death of Cllr Graham Mackeen; a long serving kind councillor who cared a great deal for the community. He will be sadly missed by all.

**11.21/1 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 To receive declarations of interest from Councillors on items on the agenda

/2 To receive written requests for dispensations for disclosable pecuniary interests *(for which a motion must be passed)*

/3 To grant any requests for dispensations as appropriate

Declarations were made by Cllr Hodge on 11.21/5/4.

**Public Participation for a maximum of 15 minutes in total** *(for the public to comment only on the items below. Anything else please email the clerk)*

Julian True as a member of the Rec ground committee came along to talk about St Germans Recreation field. To-date (since 2015) they have spent £47,000.00 on the site and the Parish Council have contributed £4,000.00; paying annually for the insurance and rent plus this years' monthly grass cutting of the football field. The types of fund-raising that has taken place is local music events, crowd funding and applying for grants (which have been more difficult since Covid as the finances needed are more for expenses like maintenance and not capital). A discussion took place about the grass cutting of the football field that has taken place to-date and moving forward about considering the purchase of a ride on lawn mower plus a shed for storage; which was welcomed. Julian also agreed to try and re-establish a community working party and to then come back to the Parish Council in Spring 2022 to give a financial update (to include accounts, fundraising status) and current status.

**11.21/2 Apologies for absence** – no apologies received.

**11.21/3 Approval of Minutes of the October Parish Council meeting held on Tuesday 2 November 2021** (to approve the minutes as a correct record).

It was proposed by Cllr Chilton to approve the minutes, this was seconded by Cllr Elliott. Approved by all. The minutes were signed by Cllr Pipe.

**11.21/4 Councillor Reports**

No reports.

**11.21/5 Planning Applications** (please view all applications at <http://www.cornwall.gov.uk/environment-and-planning/planning/online-planning-register/>)

**/1 Application PA21/09704**

**Proposal** Conversion and extension of storage building/barn to form two bedroom single storey dwelling

**Location** Treverne Trerulefoot Saltash Cornwall

**It was proposed by Cllr Witton to support this application with the condition that the home is used for locals and not marketed as a holiday let. Seconded by Cllr Barnes.**

**Agreed by 6 with 2 abstentions. Cllr Stroud made a proposal that an advisory note was added to recommend solar panels. 1 member voted for, 1 abstained and 6 voted against.**

**2/ Application PA21/10700**

**Proposal** Work to trees subject to Tree Preservation Order: TPO tree: at Tripcony House St (ref: E2/07/TPO/00086) Single Norway Maple - where required crown lift up to 3m from ground level (over platform only) and reduce any extending laterals by 1-2m away from the rail/platform.

**Location** St Germans Railway Station St Germans Saltash Cornwall

**It was proposed by Cllr Stroud to support. Seconded by Cllr Witton. Agreed by all.**

**3/ Application PA21/10343**

**Proposal** Creating new dwelling as holiday accommodation within the domestic curtilage of an existing dwelling

**Location** Catchfrench East Lodge Trerulefoot Saltash Cornwall

**It was proposed by Cllr Witton to support this application with the condition that the new build is 'in keeping' with the local vernacular and environmental measures (solar panels, etc) are considered. Seconded by Cllr Stroud. Agreed by all.**

**Cllr Hodge left the meeting.**

**4/ Application PA21/09758**

**Proposal** Temporary farm dwelling

**Location** Land South of Clover Park Tideford Cross Cornwall

**Cllr Witton proposed an objection on the consideration that this dwelling will be extending the hamlet boundary of Tideford Cross. Agreed by 6 with Cllr Stroud objecting.**

**Cllr Hodge returned to the meeting.**

**5/ Application PA21/10921**

**Proposal** Change of use of a redundant rural building to a dwelling (Class C3) with variation of condition 2 of decision PA19/05143 dated 14.08.2019

**Location** Bara Pill Farm Trerulefoot Saltash Cornwall

**Cllr Witton proposed support, seconded by Cllr Barnes. Agreed by all.**

**11.21/6 Planning Applications received after publication of this agenda**

**/1 PA21/11550**

**Proposal** Change of use of land for installation of Childrens Play area and formation of woodland pathway

**Location** East Iron Works Polbathic Torpoint Cornwall

**Cllr Witton proposed support with Cllr Stroud seconding. Agreed by all. The Clerk was asked to clarify the long-term intentions of who will be responsible for maintaining the proposed on-site playpark.**

**11.21/7 Planning Appeals – None received.**

**11.21/8 Planning Decisions**

**/1 PA21/08319 Approved 16 November 2021**

**Location:** Land South of Trebrown Farm Horningtops (Castle Motors)

**Proposal:** Extension to workshop with associated works. **Noted.**

**11.21/9 Planning Correspondence and Reports**

**/1 Cornwall Council Planning and Sustainable Development Consultation on Planning Application Validation List. **Noted.****

**11.21/10 Planning matters raised by councillors – none.**

**11.21/11 Finance**

**/1 To note & approve the current financial position on all accounts**

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

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

**County - Cornwall**

**Financial period ending 31 October 2021**

**Prepared by: Mrs Emily Young (Parish Clerk)**

**Date: 9 November 2021**

**Balance per bank statement as at 31.10.2021**

Treasurers Account

£

106,124.10

£

106,124.10

**Less: unpresented cheques as at 31 October 2021**

**From Treasurers Account only**

<b>Cheque number</b>	<b>Details</b>	<b>Amount £</b>
000885	Clerk October expenses	32.60
000886	South West Play - new cargo net for Treland. Inv SI-5025	381.60
000887	WesternWeb screen adapter. Inv 22766	23.84
000888	RBL hall hire 02.11.21	30.00
000889	Tom Cox 2 trees at burial ground. Inv #859	250.00
000890	Cornwall Council legal fees for PE lease August 2021. Inv 8100177121	85.68
000891	WesternWeb printer fixes Inv 22778	27.00
000892	Annual insurance renewal - Pen Underwriting Ltd	1,513.32
000893	St Germans & Area Public Transport Group Grant	300.00
000894	The PPG Quay Lane Surgery grant for Oximeter	1,000.00

**£3,644.04**

**Net bank balance as at 31 October 21**

**£102,480.06**

**Balance per Clerks sheet as at 31 October 21**

**£102,480.06**

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

Local Council Name – St Germans Parish Council

County - Cornwall

Financial period ending 31 October 2021

Prepared by: Mrs Emily Young (Parish Clerk)

Date: 29 November 2021

<b>Balance</b>	<b>£</b>	<b>£</b>
Instant Account	40,004.32	

**Less:** unpresented cheques as at 31 October 2021

From Instant Account only

<b>Cheque number</b>	<b>Details</b>	<b>Amount</b>
No cheques		(£0.00)

**Interest earned 11 October 2021** +0.35

**Net bank balance as at 31 October 2021** £40,004.67

**Balance per Clerks sheet as at 31 Oct 21** £40,004.67

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

Local Council Name – St Germans Parish Council

County – Cornwall

Financial period ending 31 October 2021

Prepared by: Mrs Emily Young (Parish Clerk)

Date: 29 November 2021

<b>Balance as at 31.10.2021</b>	<b>£</b>	<b>£</b>
Current account	80,000.00	80,000.00

**Less:** unpresented cheques as at 31 October 2021

From current account only

<b>Cheque number</b>	<b>Details</b>	<b>Amount</b>
No cheques		(£0.00)

**Net bank balance as at 31 October 21** £80,000.00

**Balance per Clerks sheet as at 31 October 21** £80,000.00

**The bank reconciliations were distributed to all councillors. Cllr Stroud proposed these are all approved. This was seconded by Cllr Hodge. All in favour.**

/2 To authorise payments on the income & expenditure schedule for this month  
**Income & expenditure for St Germans Parish Council 29 November 2021**

<b>EXPENDITURE Date</b>	<b>Details</b>	<b>Gross (£)</b>	<b>VAT (£)</b>	<b>Nett (£)</b>	<b>Cheque No (if applicable)</b>
29.11.21	Clerk's November 2021 expenses	£31.95	Nil	£31.95	000895
21.11.21	Clerk's November 2021 salary+ processing fees	£1039.20	£4.00	£1,043.20	D.D
16.11.21	Clerk's Pension £40.00 (£20.00 Parish Council, £20.00 Parish Clerk)	£40.80	Nil	£40.80	D.D
22.11.21	£11.00 Clerk's mobile	£9.17	£1.83	£11.00	D.D
14.11.21	Southern Electric – Tideford lighting	£6.21	.31p	£6.52	D.D
29.11.21	Polbathic hall hire 2.11.21 @ £25.00	£25.00	Nil	£25.00	000896
29.11.21	The Green Stationery Co	£101.45	£20.29	£121.74	000897
29.11.21	Pear Technology burial software	£85.00	£17.00	£102.00	000898
29.11.21	Tom Cox – burial ground hedges	£331.60	Nil	£331.60	000899
29.11.21	PMP – Nut Tree Nov edition	£127.50	Nil	£127.50	000900
29.11.21	BH Gardens Invoice 1223	£1405.00	£281.00	£1686.00	000901
29.11.21	Eliot hall 10/Nov/21	£21.00	Nil	£21.00	000902

**INCOME**

<b>Date</b>	<b>Details</b>	<b>Amount(£)</b>
11.11.21	Memorial tablet credit	£90.00

**The income and expenditure schedule was distributed to all councillors. It was proposed by Cllr Barnes to approve the schedule, seconded by Cllr Chilton. Approved by all. The cheque signatories are Cllr Barnes and Cllr Pipe.**

**/3 F&GP recommendations - To agree and make recommendations for the Parish Council for 2022\23 to accept:**

**~the 2022-23 budget of £80,760.00 with a precept of £55,060.00.** Proposed by Cllr Witton, seconded by Cllr Hodge. Agreed by all.

**~to continue working with the internal auditor Clive Murphy.**

**~to review the Financial Regulations 2019.**

**~to amend and update the current Grant Policy form.**

**~to approve the current asset register and risk management paper with updates as discussed.**

**~to open a saver deposit account with NS&I to move the money across which falls outside of FSA limit.** It was proposed by Cllr Hodge to accept the above list, seconded by Cllr Chilton. Agreed by all.

### **11.21/12 Request for spending**

**/1 Bindweed at burial ground** – Proposed by Cllr Witton to accept AG Armstrong quotation to repair the path at the burial ground for £1,464.00. Seconded by Cllr Skelton. 6 councillors for with 2 abstaining.

**/2 Change in email accounts** – Cllr Stroud proposed that we all move to the new email accounts with Western Web at £60.00 per annum with £30.00 migration cost +Vat. Seconded by Cllr Witton. Agreed by all.

### **11.21/13 Burial ground**

**/1 Harper memorial amendment** – noted.

### **11.21/14 Matters arising from the previous minutes** (*problems or questions from a previous meeting to be discussed*)

**/1 St Germans Rec** – Cllr Stroud said she has been approached by a young person regarding a possible skate park. She asked for them to carry out a survey of demand and report back.

### **11.21/15 Highways**

**/1 A38** – This Thursday Cllr Ewert is visiting Tideford residents regarding the 2-year scheduled air quality project.

Cllr Hodge attended the recent Safe38 AGM on 17/Nov/21. Next committee meeting is 19 January 2022 and they are going to attend the Saltash Fest this weekend.

Cllr Witton reported on the Gateway meeting on 11<sup>th</sup> November which was about the new proposal to join Social Services and Primary Care Trusts to have an Integrated Care System (ICS) with hubs to be accessed by all with a postal type system to get out to the rural areas to “spin the Golden Thread” with 10 new principles. A good proposal but a way off yet.

**/2 20 is plenty** – Cllr Witton – It has been confirmed there is still an allocation of money from the gateway group to carry out a local traffic calming survey in St Germans. Clerk to check deadline for spending this money.

**/3 Speed Watch** – Cllr Chilton – was congratulated on her volunteer work. Although this scheme does not appear to be running at the moment. Clerk to monitor.

### **11.21/16 Playparks**

**/1 St Germans** – Cllr Witton for 2 weeks, then passing to Cllr Elliott. Cllr Skelton to meet Tony C regarding the drain/groundwork.

**/2 Tideford** – Cllr Hodge to do December.

**11.21/17 Lease renewals with Port Eliot** – It was proposed by Cllr Stroud, seconded by Cllr Hodge and agreed by all to:

Delete clause 11.2 as it’s a hangover from the original lease and isn’t relevant.

Keep the signature method to remain as proposed; two members in the presence of the Proper Officer.

**11.21/18 Bethany Chapel** – nothing further to discuss.

**11.21/19 Cards for the elderly** – Cllr Chilton to write an article to enquire about interest in the parish in the February Nut Tree.

**Cllr Stroud left the meeting.**

**11.21/20 Nut Tree** – It was proposed by Cllr Hodge to nominate Cllr Griffin or Cllr Stroud to join the committee. Seconded by Cllr Chilton. Agreed by all.

**11.21/21 Defib training** – The Clerk mentioned that no-one from St Germans Parish attended the free and very useful training session given by South Western Ambulance Service. It was very disappointing.

Cllr Elliott to check the electrical set up on the Eliot hall defib housing and report back to the Clerk.

**11.21/22 CIL payment - Balance £2,143.56** Expires 7 May 2025. To be used to support the development of the local council's area, or any part of that area, by funding: a) the provision, improvement, replacement, operation or maintenance of infrastructure: or b) anything else that is concerned with addressing the demands that development places on an area. (CIL Regulation 59C). **Noted.**

**11.21/23 Correspondence**

/1 Rural Services Network (23 Nov 2021). **Noted.**

/2 Civility and Respect newsletter. **Noted.**

/3 Lottery funding pots for the Queens Jubilee. **Noted.**

/4 Forest for Cornwall newsletter. **Noted.**

**11.21/24 Urgent business raised by ward members and admitted by the Chair**

\* 3 dying ash trees need attention situated up the side of B3249 by Polbathic car park.

\* a number of councillors have received some scam emails. Clerk to follow up with IT company.

Meeting closed at 8:40pm.

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

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Date