



The minutes of the meeting held on Tuesday 5<sup>th</sup> February 2019 at the St Erme Community Centre.

**Those Present:**

Cllr Trethewey (Chairman), Cllr Pound (Vice-Chairman), Cllr Hodgkinson, Cllr Riggs, Cllr P Jones and Cllr S Jones

**In attendance:**

Mrs Sally Trethewey (Clerk) and one member of the public

**160/18 To accept apologies**

Apologies were received and accepted from Cllr Eathorne-Gibbons (Cornwall Councillor) who was unwell

**161/18 Declarations of Interest in items on the Agenda**

**a) Councillors to disclose any declarations of interests on any agenda items.**

Cllr Trethewey and Cllr Hodgkinson declared a pecuniary interest on the following item:

16) To consider Grant requests as follows:

**a) To consider the following local grant requests as per the council's Grant Policy.**

- St Erme and Trispen Fun Day Committee- grant request of £600.00 towards the printing costs of the Village Voice

Cllr S Jones and Cllr P Jones declared a pecuniary interest on the following agenda item:

16) To consider Grant requests as follows:

**c) To consider and release the Community Benefits monies for the follow project**

- St Erme Village Hall Committee – Community Benefits monies grant request of £3820.00 towards new disabled access for the Village Hall

**162/18 Dispensations**

**a) Member/s to request a dispensation for an item on the agenda that has just become apparent at this meeting.**

There were no dispensations requested

**Public Participation (15 minutes)**

The public are given 15 minutes to discuss any item on the agenda, after this period the members of the public may stay at the meeting but will not be able to comment or participate.

There were no questions from the member of the public present

**163/18 To receive and approve the minutes previously circulated for the meeting held on Tuesday 4<sup>th</sup> December 2018 – note the meeting scheduled for 8<sup>th</sup> January 2019 was cancelled**

The meeting scheduled for 8<sup>th</sup> January 2019 had been cancelled due to the council being inquorate. The minutes of the meeting on 4<sup>th</sup> December 2018 had been previously circulated. It was proposed and seconded and therefore

**RESOLVED that the minutes of the meeting held on Tuesday 4<sup>th</sup> December 2018 be approved as a true record and duly signed.**

**164/18 Planning:-**

**a) To consider any planning applications received up to the date of the meeting: -**

There were no new planning applications received

**b) Update on planning issues:**

➤ **Cornwall Council – Implementing Area Team Planning in Cornwall**

This item was discussed and it was

**RESOLVED for Cllr Trethewey to attend on behalf of the council and to ask Michael Edwards from the St Erme Neighbourhood Plan Steering Group to attend also.**

**c) Update on the 'Burringtons' development**

➤ **The transfer of the northern public open space to the council**

There was no update on the transfer of land at this time. The proposed footpath from the site to the Treworgan View junction was discussed and the clerk was asked to find out when this will be constructed.

➤ **Other items of correspondence**

The council had received a complaint regarding the parking of the contractors along Eglos Road and dust from the Burrington site.

Members felt that the contractors were not causing an issue and had moved their vehicles from the corner at the bottom of the hill. It is difficult as you cannot restrict their parking on the highway as long as they are parked legally. The car park on site is full and being used, so they are only parking when they have no alternative. It was suggested that we invite a representative from the Burrington Development to attend our Annual Parish meeting in March to answer any questions from residents.

Members commented on how clean and tidy the site is compared to others.

**165/18 Councillors to discuss any matters with Cornwall Councillor if present**

Cllr Eathorne-Gibbons was not present.

**166/18 Clerks update and report**

The clerk updated and reported on the following:

- **The Local Government Boundary Commission:** Members had received a copy of the Electoral Review – Final Recommendations
- **Cornwall Council** had informed the council of the 'Adoption of the Cornwall Minerals Safeguarding Development Plan' document
- **CALC** had forwarded an update on the open court decision on the judicial review for Crantock Parish; in which permission to claim judicial review was refused on all grounds
- **NALC** had forwarded the 'New Pay Scales' agreed for the 2019/2020 National Salary Award to implement from 1<sup>st</sup> April 2019
- **K6 Telephone Kiosk:** Cllr Hodgkinson has this in hand and work will commence shortly
- **Citizens Advice Cornwall:** members received a press release: 'State of Services in Rural Cornwall Revealed in New Report'

Members were informed of all correspondences received and reminded of forthcoming meetings and training.

**167/18 Highways:**

**a) To update on Tregassow Lane's flooding issues and drainage scheme**

An e-mail had been received stating that they were looking into the viability of the proposed drainage into the recent boreholes. The clerk will follow this up

**b) To update on the CNA Highways Scheme submission for St Erme**

There is no further update at this time.

**168/18 Finance: (Appendix 1)**

**a) To receive the financial statement of accounts, bank reconciliation and budget sheets for the year to date and to approve payments.**

Due to January's meeting being inquorate / cancelled, the clerk was required to arrange the payments that had been previously agreed; signed outside of the meeting:

**Cheques agreed and signed during the last month:**

Chq No 1991 & 1992: Salaries (Month 9) = **£1144.66**

Chq No 1993: HMRC (3<sup>rd</sup> Qtr payment) = **£224.78**

DD: Sage UK (Payroll) = **£7.20**

DD: o2 (Mobile Phone) = £13.80  
Chq No 1994: Mrs S Trethewey (Expenses) = £133.00  
Chq No 1995: Lyreco UK (Stationary) = £109.08  
Chq No 1996: St Erme Playing Field Trust (Grant) = £600.00  
Chq No 1997: St Erme Silver Circle (Grant) = £350.00  
Chq No 1998 & 1999: Salaries (Month 10) = £1144.66  
DD: Sage UK (Payroll) = £7.20  
DD: o2 (Mobile Phone) = £12.91

**Cheques to be agreed and signed:**

Chq No 2000: Mrs S Trethewey (Expenses) = £18.00  
Chq No 2001: St Erme Village Hall (Hall hire) = £21.00  
Chq No 2002: St Erme Playing Fields Ltd (Hall hire) = £5.00  
Chq No 2003: A to Z Supplies (BT Phone Kiosk repairs) = £47.68  
Chq No 2004: A to Z Supplies (Street Cleansing) = £26.39  
Chq No 2005: Mr R Trethewey (Councillor Allowances) = £19.95  
Chq No 2006: Mr P Jones (Councillor Allowances) = £11.17

**Total Payments = £ 3896.48**

The above accounts were agreed and it was proposed and seconded and therefore

**RESOLVED for Cllr S Jones and Cllr Hodgkinson to sign the cheques which were witnessed by Cllr Pound.**

**b) Cllr P Jones to report on the council's Internal controls check**

Cllr P Jones had carried out an internal control check on the council's accounts, a copy of the report had been forwarded to all members and there were no areas of concern highlighted. A copy of the report has been kept on file.

**c) To discuss and consider an Internal Auditor for the council's procedures**

This item was discussed and

**RESOLVED for Mr Rob Larter to carry out the 'Independent audit of the council' procedures for the financial year at a cost of £225.00**

**169/18 To receive and respond to an e-mail from Cornwall Council regarding the 'Community Governance Reviews' of parishes.**

This item was discussed and it was proposed and seconded and therefore

**RESOLVED to respond stating that members do not feel that a review of St Erme Parish is required at this time**

**170/18 To consider quotations and agree regarding the replacement of the council's printer.**

Members had received three quotations of different MFC laser printers to consider and it was proposed and seconded and therefore

**RESOLVED to order a HP Colour Laser jet Pro MFP from Printerland at a cost of £295.80**

**171/18 To receive responses regarding the Street Naming – Chapel Road & School Lane**

Members had received a report on the responses received regarding this. There was a mixed response, but the majority were in favour, and a number of households had not responded at all.

It was agreed to contact the responses not in favour to see if they would be happy to meet to discuss further and to chase the non-responses again.

**172/18 To update on the St Erme Neighbourhood Plan**

The St Erme Neighbourhood Plan is near submission stage and it was agreed to arrange an extraordinary meeting of the council to approve and agree to formally submit the Neighbourhood Plan to Cornwall Council; if it was ready prior to the next full meeting of the council.

**173/18 To consider the format and invite quest speakers to the Annual Parish meeting on Tuesday 19<sup>th</sup> March 2019**

This item was discussed and it was agreed to invite a representative from Burrington's to give an update on the Eglos Road development site and their contribution to community projects. Members of the community

could also asked questions and raise any concerns they have about the site. A member of the Neighbourhood Plan Steering Group will also be invited to update and the Neighbourhood Beat Officer. The clerk will contact the St Erme WI to see if they would like to provide and serve refreshments at cost.

**174/18 To receive and agree the Cornwall Council LMP Partnership for 2019-20**

Cornwall Council had forwarded the LMP agreement for 2019-2020. It was proposed and seconded and therefore

**RESOLVED to continue the LMP agreement with Cornwall Council for the 2019-2020 financial year.**

**175/18 To consider Grant requests as follows:**

Cllr Trethewey and Cllr Hodgkinson had declared a pecuniary interest on the next item and left the room. Cllr Pound as vice-chairman chaired the following item.

**a) To consider the following local grant requests as per the council's Grant Policy.**

- **St Erme and Trispen Fun Day Committee- grant request of £600.00 towards the printing costs of the Village Voice**

This item was discussed by members and it was proposed and seconded and therefore

**RESOLVED to grant the sum of £600.00 to the St Erme & Trispen Fun Day Committee towards the cost of printing the Village Voice as per the Council's Grant Policy procedures.**

Cllr Trethewey and Cllr Hodgkinson re-joined the meeting.

Cllr Trethewey chaired the remaining meeting.

**b) To consider requests for grants under LGA 1972 s137 for organisations outside of the parish as per our grant policy procedures.**

This item was discussed and it was proposed and seconded and therefore

**RESOLVED to grant the following organisations under the LGA 1972 s137 as per the council's Grant Policy -**

- **The Sowenna Appeal - £50.00**
- **Cornwall Air Ambulance -£0.00**
- **Cruse Bereavement Care - £25.00**
- **Cornwall Hospice Care - £25.00**

Cllr S Jones and Cllr P Jones had declared a pecuniary interest on the next item and left the room

**c) To consider and release the Community Benefits monies for the follow project**

- **St Erme Village Hall Committee – Community Benefits monies grant request of £3820.00 towards new disabled access for the Village Hall**

Members had received the relevant details and it was proposed and seconded and therefore

**RESOLVED to grant the sum of £3,820.00 of the Community Benefits monies to the St Erme Village Hall Committee towards the cost of new disabled access and associated works to the hall.**

**176/18 To discuss the maintenance report of the council's play equipment regarding the cradle swings and agree any action if required.**

The recent report carried out by the council's street cleaner showed some wear and tear on the cradle swing seats at the school playing field. It was agreed for Cllr Trethewey and the street cleaner to monitor the swing weekly until the council receives their Annual Rospa inspection due in April.

It was agreed that if the cradle swing seats become a higher risk the clerk will arrange their removal as soon as possible.

**177/18 To consider a letter received from Vision ICT website regarding provision of the council's website and 'Operation London Bridge'**

This item was discussed and it was felt that we should follow the protocol for the websites homepage in the event of the Queen's passing. The clerk will check to see if there would be a cost involved with this.

**178/18 To agree for Playsafety Ltd - ROSPA to carry out the council's annual inspection of the play equipment at the school park and Trispen Football Field**

Members discussed this item and proposed and seconded and therefore

**RESOLVED to continue with Playsafety ROSPA to continue to carry out their Annual Playground Inspection during April at a cost of £68.50 plus £3.50 per item over five items.**

**179/18 Councillors to report on any meetings/training attended as representatives:**

- **St Erme Playing Field Trust (Cllr Pound & Cllr Couch)**

There was no report

- **St Erme Village Hall (Cllr S Jones)**

There was no report

- **St Erme Cricket Club (Cllr Pound)**

The club had organised a Bingo fundraiser for February.

- **Truro & Roseland Community Network meeting (Cllr Trethewey)**

Cllr Trethewey reported that there was a talk on 'Well Being Warm' where they have grants of £20,000 over the last few years for house insulation for the elderly. This year's allocation had been completed but a new round of funding is available from 1<sup>st</sup> April 2019.

They talked about some areas that had issues with motorbikes on Bridal ways and were looking at ways of tackling this issue.

**180/18 To agree the date of the next meeting of the council on Tuesday 5<sup>th</sup> March 2019 and the Annual Parish meeting on Tuesday 19<sup>th</sup> March 2019 at the St Erme Community Centre 7.30pm**

The above dates and times were agreed.

**SIGNED**

**CHAIRMAN**

**DATED**

---