



The minutes of the meeting held on Tuesday 2nd April 2019 at the St Erme Community Centre

Those present:

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

In attendance:

Mrs S Trethewey (Clerk) and Cllr Eathorne-Gibbons (Cornwall Councillor)

16/19 To accept apologies

Apologies were received and accepted from Cllr Couch, Cllr P Jones and Cllr S Jones

17/19 Declarations of Interest in items on the Agenda

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

There were no declarations of interest disclosed

18/19 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 members of the public present

19/19 To receive and approve the minutes previously circulated for the extraordinary meeting held on Tuesday 5th March 2019

The minutes previously circulated were agreed and it was therefore

RESOLVED that the minutes of the meeting held on Tuesday 5th March 2019 be approved as a true record and duly signed

20/19 Planning:-

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

- PA19/02730: Woodlands Cottage, St Erme, Truro
Proposed porch and single storey extension

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

RESOLVED to support the application with no recommendations

b) Update on Cornwall Council planning decisions:

- PA18/08798: Land At Trevispen Farm Trispen Cornwall – Refused by Cornwall Council

c) Update on the 'Burringtons' development

- The transfer of the northern public open space to the council

There was no update

- To update on the details of the new footpath between the site junction and the village and other highways items regarding the development

Members are waiting for a date to meet with officers to discuss further

21/19 Councillors to discuss any matters with Cornwall Councillor if present

Members mentioned their frustration with trying to get the bollard by the shop fixed through Cormac and or the Countryside Access team.

22/19 Clerks update and report

The clerk reported and updated on the following:

- **New Printer:** The new laser printer had been received
- **K6 Telephone Kiosk:** Works due to commence by volunteers w/c 6th April
- **Cornwall Council: Notice of road closure** - Location: Flyover from A39 to West of Killigrew Farm to Junction North of Chy Glyn Stairfoot between 5th April to 9th April
- **Community Governance Reviews:** advice received about interests and pre determination
- **Eglos Road/Trencreek wall damage:** Clerk is still chasing building control for assistance
- **Calor Gas Community Fund:** Information has been forwarded to all local organisations
- **Truro City Council:** Invitation to an informal meeting regarding the Parish Boundary reviews. Cllr Riggs agreed to attend.

Members had been reminded and informed of forthcoming meetings and correspondences received

23/19 Highways:

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

Following the response from Cornwall Council stating that they will not look at using the existing boreholes for drainage it was agreed for members to look further at alternate ways to address the problem.

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

The CNA had agreed to carry out a feasibility study on Chapel Road, School Lane and Eglos Road for a speed limit of 20mph as part of the highways scheme

24/19 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.

Cheques and Payments agreed and signed during the last month:

Chq No 2020 & 2021: Salaries (Month 12) = **£1144.66**

Chq No 2022: HM Revenue & Customs (4th Qtr. Payment) = **£100.89**

DD: Sage UK (Payroll) = **£7.20**

DD: o2 (Mobile Phone) = **£13.80**

Cheques to be agreed and signed:

Chq No 2023: Mrs S Trethewey (Expenses) = **£18.00**

Chq No 2024: St Erme Playing Fields Ltd (Hall hire Feb 2019) = **£25.00**

Chq No 2025: St Erme WI (reimburse cost of refreshments for 20.11.18) = **£20.00**

Chq No 2026: Printerland (New Laser Printer) = **£353.48**

Chq No 2027: Lyreco UK Ltd (Ink Toner) = **£88.30**

Chq No 2028: Lyreco UK Ltd (Stationary) = **£38.74**

Chq No 2029: St Erme Playing Field Trust (Community Benefits Grant) = **£6,670.00**

Chq No 2030: St Erme Church (Community Benefits Grant) = **£495.00**

Chq No 2031: St Erme Playing Field Ltd (Hall Hire March 2019) = **£40.00**

Chq No 2032: M Pearson (Grass maintenance 29.03.19) = **£185.00**

The above accounts were agreed and it was therefore

RESOLVED for Cllr Hodgkinson and Cllr Riggs to sign the cheques which were witnessed by Cllr Pound.

b) Cllr Hodgkinson to report on the council's Internal controls check

Cllr Hodgkinson carried out the Internal Controls and members had received a copy and there were no issues raised. A copy of the Internal Control check can be viewed on request.

25/19 To resolve to enter into the following 'Cornwall Council Agency Partnership Agreements for 2019/2020

➤ **Street Cleansing**

➤ **Grass Cutting**

The above Agency Agreements had been received and it was proposed and seconded and therefore

RESOLVED to continue with the Street Cleansing and Grass Cutting agreements with Cornwall Council for the year ending 31.03.20

26/19 To receive the CNA SOS (Community Projects) information to consider putting forward an 'Expression of Interest' for a community project for volunteer support

This item was discussed and as we had budgeted to carry works out on the Public Rights of Way (PROW's) signage and further community awareness of local footpaths; it was agreed that this would be a good project to put forward and to also ask the Countryside Access Team if they would be interested to work in partnership with us on the project. The clerk will complete the 'Expression of Interest' form and submit.

27/19 To discuss attending a meeting and workshops regarding 'Environmental Growth for Rural Parishes'

Members were interested and it was agreed to notify members of the date when received to see if anyone is available to attend.

28/19 To update and receive advice from HM Land Registry on registering the grass verge leading to the school park at School Lane

This item was discussed and it was agreed not to use a solicitor to complete the registration form initially and members agreed to check the form before the clerk formally submits.

29/19 To receive and consider a quote from Vision ICT Websites regarding provision of the council's website and 'Operation London Bridge' at a cost of £35.00

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

RESOLVED for Vision ICT websites to change the homepage of the council's website on the announcement of the Queen Elizabeth II or Prince Charles death at a cost of £35.00 for each implantation

30/19 To review the following:

- **The council's Risk Assessment**

Members of the council reviewed the council's Risk Assessment and made amendments to update and include procedures in relation to the new GDPR regulations. The reviewed document will be put forward for adoption at the next meeting; and will continually be reviewed as and when any changes arise through the year.

- **The Council's Insurance cover**

The council reviewed the current Insurance cover and the clerk will check that the correct cover is in place for the assets under the 'Property Section' for all risks in-line with the council's asset register. All other sections are adequately covered. The insurance through Came & Company will be going into the second year of a three year agreement.

- **The council's Grant's Policy**

Members discussed and reviewed the Grant's policy which will be put forward for adoption at the next meeting of the council.

31/19 Councillors to report on any meetings/training attended as representatives:

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

Cllr Pound reported that the purchase of the Cricket Field was moving forward. Tren creek Park had recently installed a new piece of equipment and the committee are looking at renewing the fence between the park and the properties at Tren creek Close.

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

The club is preparing for the new season and were planning on holding fundraising events with a BBQ and a Race Night. youth coaching is due to start at the end of the month.

32/19 To agree the date of the Annual meeting of the council on Tuesday 7th May 2019

The above date and time were agreed

PART 2

Pursuant to section 1(2) of Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following agenda items

33/19 To review the salary and terms of employment for the Street Cleaner

This item was discussed and it was

RESOLVED to increase the salary of the Street Cleanser from April 2019 by 5%. The clerk will arrange a time to carry out the annual staff appraisal

SIGNED

CHAIRMAN

DATED
