

MINUTES of the **ORDINARY MEETING** of the St. Enoder Parish Council held on **Tuesday 14th August 2018** in the Summercourt Memorial Hall at 8.11pm.

PRESENT: Cllrs M Bunyan, D Cole, M Kessell, P Cocks, D Hearl, J Bullock, & R Wimberley.

APOLOGIES: Cllrs G Lobb, C Dixon, C Cowburn C Parkyn, J Baker & M Tyler.

18/175 Declarations of Interest Register both pecuniary and non-pecuniary under the Code of Conduct (to declare interests on agenda items).

Cllr Hearl declared a non-pecuniary interest in Post Office (Victory Hall Committee member).

Cllr Bullock declared a non-pecuniary interest in Post Office (Victory Hall Committee member) and Indian Queens Carnival (committee member).

18/176 Police Report

PCSO Parry in attendance

26 crimes reported, she stated crime is on the increase. Advised farmers to be careful with equipment and diesel containers. They are fully aware of anti-social behaviour and are carrying out joint visits with the ASB co-ordinator.

18/177 Public Session.

No public present.

18/178 Minutes of the ordinary meeting of 24th July 2018 to be approved.

It was proposed by Cllr Hearl, seconded by Cllr Kessell that the Minutes of the meeting of 24th July 2018 be approved and signed as a true and correct record by the Chairman, unanimous.

The above was duly **resolved**.

18/179 Matters Arising

None

18/180 Finance

a. Accounts: as presented to be approved.

Chq No	Payee	Vat	Grand Total
4409	Biffa- Bin lift	£14.56	£87.36
4410	Trevithick Supplies- Handyman sundries	£19.75	£118.44
4411	Mr A Inglefield- Play inspections		£358.35
4412	Kernowek Gardeners Ltd- grass cutting	£225.00	£1,350.00
4413	A Kendall- Postage/ phone		£113.62
4414	TP Tree Services- cemetery maintenance		£125.00
4415	Duchy Cemeteries Ltd		£720.00
4416	WW1 Project- certificates		£15.25
4417	Glanville's- Handyman supplies	£1.38	£8.29
4418	CDA Solutions- CCTV install	£115.00	£690.00

4419	Archer Signs- Signs for Rec	£5.49	£32.93
4420	NJT Services- new Cem work		£60.00
4421-4422	Staff Salaries incl pension		£2,083.89
4423	Zip wire brake	£8.50	£50.99
4424	Mr A Inglefield- refurb play equipment		£492.00
	Total	£389.68	£6,306.12

Monthly budget forecast, expenditure to budget circulated prior to the meeting. Proposal by Cllr Cole to note budget forecast and expenditure to budget as part of Internal Control and to approve payments totalling £6306.12, seconded Cllr Bullock, unanimous.

The above was duly **resolved**.

b. **Grant request- re Indian Queens Carnival.**

Cllr Bullock stated a meeting had been held and a Committee formed.

Cllr Bullock left the room.

Proposal by Cllr Hearl to wait until the constitution and bank account had been sorted, seconded Cllr Wimberly, unanimous.

The above was duly **resolved**.

c. **Thomas Playing Field (urgent).**

A meeting had taken place with HAGS, equipment provider, and the CAD Plan will need altering, this may need additional surfacing to allow the equipment to be joined up, therefore may go slightly over budget.

Proposal by Cllr Wimberley to approve additional funding for surfacing if necessary, seconded Cllr Bullock, unanimous.

The above was duly **resolved**.

18/181 Risk Assessments- to review Play Area Risk and to approve any assoc. expenditure (if any)

Clerk reported the brake spring had broken on the zip wire. Quote from Caloo was £86.20 for spring, £25 delivery plus VAT. Zip Wires UK are charging £37 for the brake spring, £6 delivery plus VAT. After discussion with the Chairman a brake spring had been ordered from Zip Wires UK and it was **agreed** to monitor to ascertain if it lasts the 6 months that the Caloo brake appears to last.

18/182 Indian Queens Post Office-to note current rental funding of Victory Hall expires in September, to consider actions and approve any assoc. expenditure (if any).

Cllrs Hearl & Bullock left the room.

The cost of hiring the Victory Hall is £24 per week. The Chairman reported some weeks it has 8 residents using other times 20. It would appear that St Columb and Summercourt had picked up most of the trade.

Discussion took place.

Proposal by Cllr Cole St Enoder Parish Council funds the Victory Hall for the Post Office for a further 12 months & use ear-marked contingency budget, seconded Cllr Cocks, unanimous.

The above was duly **resolved**.

Cllrs Hearl & Bullock re-entered the room.

18/183 Indian Queens Cemetery Extension- to consider next steps and approve assoc. expenditure (if any) report enc.

Report circulated with the agenda, attached to these minutes as Appendix 1.

Discussion took place.

Proposal by Cllr Hearl, to approve NJT Services to erect stock proof fence, to allow farmer's side to be completed, delegate Cllr Cole and the Clerk to submit a planning application, and delegate points 1-8 to a Working Group of Cllrs Cole, Kessell, Hearl & Wimberley, the Clerk and Sexton, with no delegated powers, but recommendations to be brought back to Full Council, seconded Cllr Cocks, unanimous.

The above was duly **resolved**.

18/184 CORRESPONDENCE - Cornwall Council

- a. Standards Board- to resolve all members have read the letter (circ. via email previously)- members to sign sheet for filing confirming; members present signed to confirm they have read.
- b. Intention Notice to close road- Trevarren to Halloon 1st to 26th Oct 24 hours weekends included- noted.

18/185 CORRESPONDENCE – General

- a. CALC- July Newsletter -to note.
Circulated with the agenda- noted

18/186 Agenda Items for the next Meeting.

- Indian Queens Pit- to consider Custodian Trustee (Sept)

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There being no further business the meeting was closed at 8.45pm.

Chairman.....

Date.....

Indian Queens Cemetery Extension

Cornish hedge started on Monday 30th July, stonemason expects this to take 2 ½ weeks to complete (on time at the moment). The final section of wall will be built over the existing drainage ditch therefore Clerk has approved purchase of pipe and hardcore to allow the ditch to remain functional taking our surface water, the new hedge will then tie into the existing Cornish hedge, leaving our extension fully enclosed on all sides by Cornish hedge.

Next steps to consider:

At present we have no access into the extension to start clearance works and maintain the grass. Access will need to be via current Cemetery:

1. How soon do members want to break through (bearing in mind the weeds and grass)?
2. How wide will we require the access- current bottom gate approx. 8 feet?
3. Do you wish this to go for quotes or ask the handyman and hire his machinery?
4. The top part is paving slabs and grass, are we happy to go over this as a temporary measure? There are drainage ditches both sides of this hedge, so if we are using it for access we will need to place pipes and hardcore to retain the ditches.
5. The edges of the breakthrough will need to be tidied, Terry Simmonds has offered to quote for this, do we need to do this now or later?
6. Once broken through we will need to put up some sort of barrier to prevent residents accessing, temporary chain with sign or gate?
7. Clearing the existing Cornish hedges of brambles, weeds and stock proof fencing, how soon do we want to do this? Do we want to go out for quotes or ask the handyman and hire his machinery?
8. Keeping the grass down in the new extension, I have had an offer of 9 sheep (to come and go as the grass allows, owner will put up electric fence) or do we want to obtain quotes and cut it monthly?
9. Are members happy for me to authorise NJT Services to erect the stockproof fence to the farmer's side of the hedge, as approved by quotes in 2016?

Members to consider having a Working Group, that includes Allan Roberts, to consider layout of new cemetery, so a planning application can be submitted, rather than long discussions at Full Council. The Working Group will have no delegated authority, all recommendations to be brought back to Full Council for approval.