

MINUTES of the **ORDINARY MEETING** of the St. Ender Parish Council held on **Tuesday 26th June 2018** in the Fraddon Village Hall at 7pm.

PRESENT: Cllrs M Bunyan, D Cole, M Kessell, J Bullock, J Baker & R Wimberley.

APOLOGIES: Cllrs G Lobb, C Dixon, P Cocks, C Cowburn, D Hearl, M Tyler & C Parkyn,

18/129 Declarations of Interest Register both pecuniary and non-pecuniary under the Code of Conduct (to declare interests on agenda items).

Cllr Kessell declared a pecuniary interest in planning application PA18/04688 (same line of business).

Cllr Bullock declared a pecuniary interest in planning application PA18/04292 (family own adjoining land).

Cllr Baker declared a pecuniary interest in planning application PA18/03575 (neighbouring property).

Due to police not in attendance the Chairman invoked SO 1a and delayed Police Report, agreed.

18/130 Indian Queens Rec Changing Rooms-to meet with football representatives, to consider alterations to the building and funding, to approve any assoc. expenditure (if any).

Representatives from Queens Rangers present. Mr Bates explained due to promotion the changing rooms need to be updated installing showers in the Away changing room. Plan provided and circulated prior to the meeting. The easiest way is to knock through to the toilets and extend the Away changing room and making the men's toilets smaller, losing 1 urinal and 1 toilet. He stated there is some leeway with the timescale as next season they will remain in Division 1 but will probably go up the year after. Mr Bates stated that the football club could do most of the labour but would need a qualified plumber and electrician to carry out that part of the alterations. 1 quote provided for plumbing, 2 other quotes are needed to comply with our Financial Regulations. The Chairman queried the legal position with volunteers knocking down the walls and accidents/incidents; Mr Bates confirmed they would all have their own public liability insurance.

Cllr Baker entered the meeting.

Queens Rangers could possibly get £750 grant from the FA to put towards the upgrade. Cllr Cole stated in principle the Parish Council could support the upgrade and with a 2 year timeframe this will give the opportunity to apply for small grants from various groups to cover the cost.

Proposal by Cllr Kessell to support the scheme in principle with 9 to 15 months timeframe to allow the Parish Council and Queens Rangers to apply for grants to cover the cost of the upgrade, seconded Cllr Cole, carried.

The above was duly **resolved**.

Before any work is started fire regulations would need checking.

Cllr Wimberley took the Chair.

18/131 Planning Matters

a. Planning Applications.

Cllr Kessell left the room.

- i. PA18/04688 Dales Central Motors Ltd Chapel Town Business Park Summercourt Newquay Cornwall TR8 5YA. The alteration and extension of Dales Summercourt car dealership to provide a new Seat car showroom extension.

Proposal by Cllr Bunyan to support the application, seconded Cllr Baker, carried.

The above was duly **resolved**.

Cllr Kessell re-entered the room, Cllr Bullock left the room.

- ii. PA18/04292 Land At Site Of Former John Julian Depository Parka Road St Columb Road Cornwall TR9 6PF. Construction of ten new dwellings with associated access and car parking.

Cllr Cole went over the planning history on the site.

Proposal by Cllr Baker to support the application and request conditions are added regarding double yellow lines on Parka Road before building commences, developer to provide a construction management plan to avoid congestion in the area, and the Open Space would require an ongoing maintenance plan. It is noted that St Enoder Parish Council's emerging NDP does not want housing growth behind this site, seconded Cllr Kessell, carried.

The above was duly **resolved**.

Cllr Bullock re-entered the room, Cllr Baker left the room.

- iii. PA18/03575 The Stables Caravan Park, Pit Lane, Higher Fraddon- 5 day notice. The Parish Council objected to this application but Cornwall Council are recommending approval. The Planning Officer has also confirmed the original 5 travelling pitches will remain valid on the site therefore an additional 5 day rooms are able to be built, which is contrary to what the planning agent stated at a previous meeting.

Proposal by Cllr Bunyan to request this application goes to Planning Committee, seconded Cllr Wimberley, carried.

The above was duly **resolved**.

Cllr Baker re-entered the room.

Cllr Cole as Cornwall Cllr did not vote on any of the above applications.

b. Decisions and Appeals

- i. PA18/01989 Bodanna Vean, Summercourt. Car port- approved.

Cllr Bunyan re-took the Chair.

18/132 Police Report

PC Lenton in attendance. He apologised for not producing a written report but will email the Clerk a report in the next couple of days for circulation. He stated the main issue was anti-social behaviour at Harvenna Heights and a referral had been made for 4 people. Staff will be provided for events although the police are no longer responsible for the road closures.

The Chairman thanked PC Lenton for attending.

18/133 Public Session.

No public present.

18/134 Minutes of the Annual meeting of 22nd May 2018 to be approved.

It was proposed by Cllr Cole, seconded by Cllr Bullock that the Minutes of the meeting of 22nd May 2018 be approved and signed as a true and correct record by the Chairman, unanimous.

The above was duly **resolved**.

18/135 Matters Arising

a. 18/124- FOI requests – must be free but can be turned down if it costs more than £450 to provide.

The Clerk informed members she had another FOI request after the Planning Meeting, fortunately those meetings are not recorded therefore there was no information to provide. The first FOI was done in the Clerk's own time as there is no prior approval for extra time for FOI requests. Most FOI requests take very little time but to transcribe a recording takes hours.

It was **agreed** to place on the next agenda to consider to stop recording Full Council meetings and if the practise is to continue to consider approving extra hours for the Clerk for FOI requests for transcribing.

18/136 Cornwall Councillor report.

Councillor Cole's report circulated via email prior to the meeting.

Councillor Cole reported a grant application had been submitted for 'There but not there' silhouettes to be used at the WW1 commemorations.

Cllr Bullock queried whether it would be possible to provide litter pickers & bags with a sign saying 'pick for a minute' -it was **agreed** to place on the next agenda.

18/137 Finance

a. Accounts: as presented to be approved.

Chq No	Payee	Vat	Grand Total
4368	Bin lift IQ rec	£11.65	£69.89
4369	Play inspections		£138.00
4370	grass cutting	£225.00	£1,350.00
4371	Postage/ phone		£83.76
4372	Maintenance Cemeteries		£720.00
4373	Cemetery maintenance		£125.00
4374	Annual Play Inspections	£45.50	£273.00
4375	NDP	£0.08	£0.49
4376	EDF- Changing Rooms	£3.62	£75.96
4377	Legal fees re IQ rec	£30.00	£211.00
4378	Handyman sundries	£3.83	£23.00
4379	Siemens- photocopier	£39.73	£238.39
4380	Chairman Allowance		£350.00
4381	Young People Cornwall- youth club		£825.00
4382	Plaques for benches	£37.00	£222.00
4383-4385	Staff Salaries incl pension & hmrc		£3,867.34

Total

£396.41 £8,572.83

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 £8572.83, seconded Cllr Bullock, unanimous.

The above was duly **resolved**.

- b. To review Internal Audit report- following Annual Meeting to note letter sent to External Auditor following legal advice from SLCC and CALC (enc) and other advice received regarding other issues raised in the report.

Internal Report circulated again with agenda papers. Advice taken from SLCC and CALC as requested and it is not statutory 4 internal supervision checks take place but it is best practise. CALC recommended delegating it to the Finance Committee and having 4 Finance Meetings during the year for Internal Supervision checks to take place. SLCC & CALC both confirmed St Enoder Parish Council are doing everything correctly, but just need to prove it by the Internal Supervision checks. The Clerk at Helston has been contacted (he is SLCC Mentor) and he has provided his check forms.

Other outstanding issue from last month was not being able to make donations; CALC has advised that a Parish Council can make donations as long as they have a power to do so, they also advised delegating the formation of a grant policy to the Finance Committee, although they do have a template on their website for use, this covers both grants and donations.

Proposal by Cllr Baker to note the letter sent to External Auditor following advice, to delegate to the Finance Committee Internal Supervision checks, 4 to take place during the year, & Grant Policy, seconded Cllr Kessell, unanimous.

The above was duly **resolved**.

- 18/138 Risk Assessments-** to review Play Area Risk and to approve any assoc. expenditure (if any)

Annual Risk Assessments received, circulated via email prior to the meeting.

Some of the equipment in Thomas Playing Field is getting worn, Clerk has requested the weekly inspector continues to monitor and when he considers it is dangerous to remove. Gaps have appeared in the tiles below the climbing frame, this item is being kept. Cllr Kessell will check the area and send photos if deemed dangerous Clerk to authorise repair immediately.

Indian Queens skate ramps needed action, Rhino ramps have been contacted and they will be in the area soon, Clerk has authorised repair up to £500 (as Financial Regs).

Proposal by Cllr Baker to authorise repair up to £1000 if required, to allow Rhino Ramps to complete the repair whilst on site, seconded Cllr Kessell, carried.

The above was duly **resolved**.

18/139 Parish Council Assets (valuation)- update on potential values.

Defer to next meeting.

18/140 Youth Club - update from Young People Cornwall (if available) and request for a budget for snacks/ activities/resources, to consider and approve any assoc. expenditure.

The Youth Club is desperate for a volunteer on a Wednesday evening 6pm-8pm, it has been advertised online via Facebook and Website, also to place poster in Parish Council noticeboards.

They have asked for a budget of £10-£20 per week to provide snacks, and resources; discussion took place.

Proposal by Cllr Baker not to provide a weekly budget but to consider a one-off grant for a trip or planned activity, seconded Cllr Wimberley, carried.

The above was duly **resolved**.

18/141 Church Lane-update from Cllr Tyler

Cllr Tyler sent a message stating form is ready for signing by Council and cheque issuing.

18/142 Parking issues on School Road, Summercourt due to Academy traffic- update from Working Group (if available).

To defer as the Working Group has not met.

18/143 Thomas Playing Field- to consider quote to refurbish equipment.

Quote received to refurbish roundabout platform (descale and paint), multi-unit bridge dismantle, descale, paint and reassemble, remove roof rails under the platform, fabricate new, paint and refit £492.

Proposal by Cllr Cole to accept quote of £492, seconded Cllr Baker, carried.

The above was duly **resolved**.

18/144 Highway Schemes- to consider submission for Parish and request from St Dennis Parish Council re their proposed scheme also benefit St Enoder Parish.

Cllr Cole stated most of the Parish schemes were to reduce speed, he suggested we request flashing signs and ask Cornwall Council where they consider the most dangerous areas are in the Parish.

St Dennis Parish Council are submitting a scheme to put traffic lights on the narrow near Stamps Hill and have asked if St Enoder can be included in the areas to benefit.

Members discussed priority areas.

Proposal by Cllr Cole to make the priority areas for flashing signs Summercourt School (coming off the A30), coming into Parka Road & Moorland Road, to respond to St Dennis Parish Council that members would need more information as how we would benefit before we are included are their submission, seconded Cllr Kessell, carried.

The above was duly **resolved**; it was noted that members felt Summercourt School should be done from a different budget.

18/145 GP Committee- to note report (enc), tarmac quotes to be placed on next month's agenda.

GP Committee report circulated with the agenda- noted.

18/146 Western Power- to note dangerous/overgrown trees to be trimmed/removed by Western Power on The Kelliars and Indian Queens Cemetery (extension land).

Noted.

18/147 CORRESPONDENCE - Cornwall Council

a. Boundary Review results- to consider response.

The response from the Boundary Commission stated they may look favourably on St Dennis and St Enoder being kept whole even though this took the number of electorate over the 10% leeway.

Proposal by Cllr Cole the Parish Council responds that we are pleased St Enoder Parish has remained whole and we feel St Dennis Parish should also be kept whole, seconded Cllr Baker, carried.

The above was duly **resolved**; the Clerk & Cllr Cole to prepare the response.

b. Standards Board- to resolve all members have read the letter (circ. via email).

Some members had read to re-agenda for next month, with signing sheet to protect the Parish Council.

18/148 CORRESPONDENCE – General

a. Request for road name consultation

Letter circulated with the agenda.

Discussion took place.

Proposal by Cllr Kessell to have no objections to the road being named 'New Road, seconded Cllr Baker, carried.

The above was duly **resolved**.

b. Letter from AED Defibrillators.

The Clerk reported the Parish Council had received a threatening letter from AED the previous monitoring company stating if the defibs were no longer working the Parish Council could be sued and stating the ambulance service have been told they are not in commission, Clock Garage received the same letter. This is the second letter and they are getting more intimidating; Clock Garage were very upset by the letter. The Clerk has emailed the new contractor Duchy Defibrillators and they have written back to say all defibrillators are being monitored and the ambulance service informed of the new contractor, the Clerk has promised to drop a copy to Clock Garage.

Proposal by Cllr Kessell to request AED removes St Enoder Parish Council from their database, seconded Cllr Baker, carried.

The above was duly **resolved**.

c. Indian Queens Recreation Ground and Lane is now registered with the Land Registry.

Noted.

18/149 Agenda Items for the next Meeting.

- Pick for a minute
- Recording of meetings.

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There being no further business the meeting was closed at 9pm.

Chairman.....

Date.....