

**MINUTES** of the **ORDINARY MEETING** of the St. Enoder Parish Council held on **Wednesday 25<sup>th</sup> March 2020**- Virtual meeting due to Pandemic Covid-19, following cancellation of meeting on 24<sup>th</sup> March 2020.

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**PRESENT:** All members emailed.

**20/041 Declarations of Interest Register both registerable and non-registerable under the Code of Conduct** (to consider if any changes to Declaration of Interest form and declare interests on agenda items).

None

**20/042 Police Report.**

Circulated via email prior to the meeting-noted.

**20/043 Planning Matters**

**a. Planning Applications.**

i. PA20/00784 Bodanna Barn Summercourt TR8 5DQ. Retrospective Consent for the construction of oak framed double garage previously commenced without consent.

It was **resolved** to object the application as too big and out of keeping with the area.

**b. Decisions and Appeals**

i. PA19/06526 Highgate Farm Highgate Hill Indian Queens St Columb. The demolition and removal of out buildings, agricultural barn and caravans from the yard and construction of a new single detached dwelling- approved.

ii. PA20/00460 Dales Central Motors Ltd Chapel Town Business Park Summercourt TR8 5YA. 2 x internally illuminated pylons, 1 x non-illuminated parking sign, 1 x non-illuminated demonstration sign, 3 x non-illuminated try me flags, 1 x internally illuminated corner wall, 2 x internally illuminated dealer name clip, 1 x internally illuminated dealer clip extension, 1 x internally illuminated welcome arch, 1 x internally illuminated brand sign- approved.

iii. PA19/08839 Atlantic Reach Carworgie Newquay Cornwall TR8 4LX. Provision of additional 115 touring/camping pitches, 8 static caravans and an amenity building- approved.

*Cllr Cole, as Cornwall Cllr took no part on the above planning application.*

**20/044 Public Session.**

No public present- virtual meeting due to pandemic.

**20/045 Minutes of the Ordinary meeting of 25<sup>th</sup> February 2020 to be approved.**

It was **resolved** that the Minutes of the meeting of 25<sup>th</sup> February 2020 be approved and signed as a true and correct record by the Chairman.

The above was duly **resolved**- *these will be signed at the next face to face meeting.*

**20/046 Matters Arising**

a. None.

**20/047 Cornwall Councillor Report (Cllr Cole)**

No report due to pandemic.

**20/048 Local response to coronavirus and role of the Parish Council-** to consider how the Parish Council can help at this time, to also consider help to Community Groups who may be struggling financially, to approve any assoc. expenditure (if any).

It was **resolved** to advertise local businesses who are doing deliveries and Chairman, Cornwall Cllr and Clerk to be contacts for residents requiring help to pass on to Community Link Officer in Cornwall Council or local volunteer group. Members to be minded that GDPR still applies so any resident requesting help to ask if you can pass their details to a third party.

**20/049 Delegated authority to allow Parish Council business to continue without meetings-** to consider additional delegation in the event meetings are cancelled/incomplete, particularly around planning, payments and repairs. Emergency Scheme of Delegation circulated via email.

**Covid 19 Virus**

- a) To **APPROVE** that the Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman and Cornwall Councillor, but in their absence at least 2 Councillors, to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity during the period of the pandemic Coronavirus during any period of restricted activity declared by the Government informed by consultation with the members of the council remotely/virtual when appropriate. The delegation does not extend to Council matters set in statute.
- b) To **APPROVE** the cancellation of all Council meetings including the suspension of the Annual Parish Assembly on the 14<sup>th</sup> April 2020 until further notice.
- c) To **APPROVE** planning applications will be considered remotely, following CALC advice, with circulation to members with the following caveat when uploaded:  
'Due to restrictions placed on the Parish Council as a result of the pandemic Coronavirus, this response represents the opinion of members of St Enoder Parish Council identified through a consultation process and will be ratified at the next appropriate meeting of the Council'
- d) To **APPROVE** the following amendment to the Council's Financial Regulations  
Expenditure: -
  - 4.1 on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:
    - the council for all items over £5000.00
    - a duly delegated committee of the council for items specified within the annual budget or:
      - the Clerk/RFO in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £5000.00 to facilitate the day to day operation of the council. The Clerk/RFO in conjunction with Chairman of Council or Chairman of the appropriate committee, for any emergency items below £5000.00
  - 4.5 In cases of extreme risk to the delivery of council services, the Clerk may authorise revenue expenditure on behalf of the council which in the Clerk's

judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £5000.00 the Clerk shall report such action to the Chairman as soon as possible and to the Council as soon as practicable thereafter.

The above was duly **resolved** as written.

## 20/050 Finance

- a. Accounts: as presented to be approved.  
Monthly Forecast sheet and expenditure to budget circ. prior to the meeting

Chq No	Payee	Vat	Grand Total
4738	Lloyds Electrical- testing of electrics IQ rec	£75.00	£450.00
4739	Duchy Cemeterys Ltd- cem maintenance		£720.00
4740	Biffa- Bin lift	£14.86	£89.14
4741	Mr A Inglefield- play inspections		£198.00
4742	Cornwall Council- business rates		£377.33
4743	Edyvean printers- invite to Annual Assembly	£1.80	£10.80
4744	Kernowek Gardeners- grass cutting	£25.00	£150.00
4745	Trevithick Supplies Ltd- handyman	£1.14	£6.82
4746-4753	Various grants already approved		£1,800.00
4754	EDF- IQ rec electric (to note estimated)	£3.97	£83.35
4755	A Kendall- refund postage/ phone		£55.82
4757-4759	Staff Salaries incl pension		£3,552.42
4760	A Kendall- refund payroll software		£86.40
4761	TP Tree Services- Cemetery Maintenance	£98.00	£588.00
4762	Viking- admin supplies	£3.45	£20.68
DD	Siemens- photocopier	£29.73	£178.39
DD	PWLB- Cemetery Loan		£2,262.64
	<b>Total</b>	<b>£252.95</b>	<b>£10,629.79</b>

It was **resolved** to approve payments and note budget sheets (previously circulated).

- b. Increase in play area safety inspections - to consider and resolve increase from £11.50 to £15 per inspection (£7 per week extra).

It was **resolved** to approve, *it was noted that due pandemic these have been cancelled for the duration.*

- c. Hags safety inspections- Clerk is still holding cheques 4666 -£142.80 & 4703- £72 (covers 3 safety inspections) to consider whether Clerk should continue to hold and pursue 10 year maintenance plan or to pay for inspections to date, additional invoice received for February 2020 inspection.

It was **resolved** Parish Council to continue to hold the cheques until issues in Thomas Playing Field resolved.

- d. To review ear-marked reserves and general reserves- to resolve any transfer of funds as appropriate (to note general reserves recommended is 6 months to 1 year of precept).

RFO recommendation:

£35,000 is re-allocated into Indian Queens Cemetery Fund for groundworks and landscaping of extension, new ear-marked reserves total £101,357.03.

- It was **resolved** to approve recommendation.
- e. To consider electricity supply contract- Clerk has been contacted by firm stating they can reduce energy costs- to consider and resolve.  
To defer as not urgent.
  - f. Indian Queens Rangers & Youth Club- invoice for shower left running (enc) to consider and resolve, to note Youth Club left heater running on at least 2 occasions so electricity bill when received will be particularly high.  
It was **resolved** to send the invoice to Queens Rangers, explaining this is our estimate but will sort it out when accurate bills are received.
- 20/051 Risk Assessments-** to review Play Area Risk.  
No issues from February report- noted.
- 20/052 Youth Club-** notice closed due to coronavirus (email previously circulated) to note 2 items of correspondence listed below re coronavirus.  
Noted.
- 20/053 Trevarren- update from Cllr Cole regarding ownership of open space.**  
To defer.
- 20/054 Allotments-** to consider and resolve rodent control, to approve assoc. expenditure (if any)  
To defer.
- 20/055 Old St Enoder Cemetery- to consider quote received for cutting outside hedge and approve assoc. expenditure (if any).**  
Quote circulated with meeting papers.  
It was **resolved** to approve quote of £150 +VAT.
- 20/056 Tour of Britain- update from Cllr Cowburn and Clerk from meeting of 24th February.**  
It was **resolved** to submit application to Cornwall Council for a viewing area at Kessell Cars, it was noted this event could be cancelled due to the pandemic.
- 20/057 Indian Queens Cemetery Extension-** to consider and resolve amended layout and to consider specification of groundworks in order for the Clerk to obtain 3 quotes.  
It was **resolved** to approve layout and to delegate powers to Chairman, Vice-Chairman, Clerk & Cllr Cole to continue with project during the probable period of shut down due to the risk to Council of running out of space before normal business resumes, up to the budget in ear-marked reserves.
- 20/058 Indian Queens Rec- to consider quote for repairing/replacing floodlights, to resolve and approve assoc. expenditure.**  
It was **resolved** to request quote for LED floodlights and replace all the brackets (6 lights).
- 20/059 Report of Climate Change working group (to follow).**  
To defer.

**20/060 Update on purchase of speed cameras-** to consider recommendation and approve assoc. expenditure.  
To defer.

**20/061 VE Day-** update from working group and to consider and resolve renaming ear.  
It was **resolved** to rename pot WW2 celebrations.

**20/062 Kelliars-** unsafe ground, this is not on Parish Council land, area has been cordoned off and issue reported to Cornwall Council- to note.  
Noted.

**20/063 CORRESPONDENCE - Cornwall Council**

- a. St Dennis road closure – road from Valley View to Hendra Prazey- noted.
- b. Climate Change DPD, regarding renewable energy, members need to consider St Enoder NDP and whether position has shifted- defer to Climate Change Group.
- c. Coronavirus update- this is now out of date.
- d. Summercourt road closure- School Road to junction with New Road Trefullock Moor 7<sup>th</sup>-15<sup>th</sup> April – noted.
- e. Summercourt road closure – Junction N of Higher Trefullock Farm to St Austell Street 2<sup>nd</sup>- 15<sup>th</sup> April – noted.

**20/064 CORRESPONDENCE – General**

- a. CALC re coronavirus; to note still no lead from Central Government on the effect to Parish Councils-noted.
- b. Imerys re John Vine retirement- to send letter of best wishes
- c. Kingsley Developers- Naming of road- to consider and resolve.  
It was noted sign already in place advertising this is the name, so not really much the Parish Council can do at this stage.

**20/065 Agenda Items for the next Meeting.**

None

There being no further business the meeting was closed.

Chairman.....

Date.....