

Date: Tuesday 13 November 2018
Time: 7.30pm
Location: St Keyne Village Hall, St Keyne PL14 4RF

Present: Cllrs Sally Lewis (Chair), Min Toms, Jane Page, Kevin Shovelton, Richard Dorling

Also in Attendance: John Hesketh (Parish Clerk). Paul O'Brien (Chair of CALC)

Members of the public: 2

The public meeting commenced at 19.30 and finished at 21.25

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103/2018 Chair's Welcome & Housekeeping

The Chair welcomed residents and Paul O'Brien, Chair of Cornwall Association of Local Councils.

104/2018 Public Participation

A resident asked about the lack of publicity for the visit by police to the village hall on 14 November. Clerk explained that he had requested posters from the organisers but that none had been delivered. Councillors had been aware of the visit and had been asked to promote it among their own contacts. Notices had been posted on the front page of the council's website and on the village hall Facebook page.

105/2018 Apologies

Apologies for non-attendance were received from Cllr Charles Boney and Cornwall Councillor Phil Seeva.

106/2018 Declarations of interest

No declarations were made or dispensations requested.

107/2018 Minutes of the public meeting

It was RESOLVED to accept the minutes of the meetings held on 9 October as a true and fair record. Proposed Cllr Page. Seconded Cllr Shovelton. All agreed.

108/2018 Matters arising from the minutes

19 Ground clearance at South West Water path

Clerk explained that he had now received a quotation from Mr Crabb to include grasscutting on the pathway at an extra annual cost of £100.

56 Mobile Police Station

Confirmed that the mobile police station will visit St Keyne village hall on 14 November between 10am and midday. See Item 104/2018 above.

110/2018 Local Council Award Scheme presentation

The Chair agreed to bring this item forward. Mr Paul O'Brien, Chair of the Cornwall Association of Local Councils presented the council with its LCAS Foundation Level award. He said that he was always proud to present these awards to smaller parish councils as a way of recognising the valuable work they carry out, providing reassurance to residents that their elected representatives

were working to a recognised standard. The award is a public acknowledgement that St Keyne Parish Council has achieved high standards of governance and management in the way it organises itself and its work. Mr O'Brien presented the certificate to Cllr Lewis, and the Chair thanked him for his speech.

109/2018 Correspondence

A Letter received from Cruse Bereavement Care requesting a donation
It was RESOLVED to make a donation of £50 to Cruse. Proposed Cllr Toms. Seconded Cllr Dorling. All agreed. Councillors asked that a further discussion should take place to agree a policy on making donations to organisations based outside of the parish.
ACTION Clerk to add to Spring agenda

B Emails from Crantock Parish Council requesting support for a judicial review.
Councillors discussed the circular that Crantock PC had distributed along with its request for donations to fund its legal costs. However, they felt that the explanation of the grounds for the appeal were not sufficiently clear and RESOLVED not to make a donation. Proposed Cllr Shovelton. Seconded Cllr Toms. All agreed.

111/2018 Planning Matters

A To agree the parish council's response to Cornwall Council consultations on new planning applications. None received.

B Planning application received after agenda published. None received.

C Planning applications approved by Cornwall Council.

01.11.2018 PA18/05325 APPROVED

Location: Lametton Mill St Keyne Liskeard Cornwall PL14 4SH

Proposal: Conversion of a disused water mill to a single dwelling (amendments to application no. 07/01098/FUL).

01.11.2018 PA18/05326 APPROVED

Location: Lametton Mill St Keyne Liskeard Cornwall PL14 4SH

Proposal: Listed building consent for the conversion of a disused water mill to a single dwelling (amendments to approved planning drawings (07/01100/LBC).

D Liskeard Neighbourhood Development Plan

The referendum held on 25 October 2018 to determine the Liskeard NDP was supported by 91.5% of those voting, with 8.2% against. The turnout was 21.2%.

E Housing Supplementary Planning Document

Cllr Shovelton summarised the consultation document, and noted that the preferred method of providing affordable housing by Cornwall Council was by means of shared ownership. Given the recent planning applications that this parish council has received that relate to affordable housing, he suggested that the council make a response on this specific point. The Chair agreed and asked that Cllr Shovelton submit a response.

114/2018 Chair's Agenda Items

A Jubilee Park

The Chair agreed to bring this item forward. A resident who lives adjacent to Valley View referred to the council's newsletter and asked about the location of play equipment in the park, concerned that it might be too close to their home. They explained that there had been ongoing problems with young people using the park in the late evening causing disturbances around the area, and had concerns that this might worsen with the installation of new equipment. The Chair explained that when the parish council had purchased the land originally, it was on the understanding that it would be used as a children's play area, and this project was part of that plan. Cllr Shovelton said that no final decisions had been taken on the layout and that he was meeting with the equipment suppliers next week to discuss the layout. He will speak with the resident, and any other people who have concerns about noise or disturbance before making a final recommendation to the parish council about the location of the equipment.

112/2018 Finance

It was RESOLVED to agree authorisation of payment of the following accounts. Proposed Cllr Page. Seconded Cllr Shovelton. All agreed.

A Accounts

Payments Schedule		Nov 2018	Period	8
Date	Payee	Description	CQ	£
18/10/2018	Outdoor Play People	Play equipment	1135	£ 6,000.00
13/11/2018	Crystal Clear	Cleaning	1136	£ 5.50
13/11/2018	Zurich Insurance	Insurance supplement	1137	£ 117.06
29/11/2018	John Hesketh	Salary	1138	£ 227.32
29/11/2018	HMRC	PAYE	1139	£ 56.60
13/11/2018	Graham Crabb	Ground maintenance	1140	£ 3,080.00
All cheque payments today				£ 9,486.48

B Direct Bank Payment & Receipts.

Bank Payments Schedule		Nov 2018	Period	8
Date	Payee	Description	Pay	£
12/10/2018	Plusnet	Broadband	DD	£ 45.00
All bank payments this period				£ 45.00

Bank Receipts Schedule		Nov 2018	Period	8
Date	Payer	Description		£
01/10/2018	Cornwall Council	Interest		£ 35.18
01/10/2018	Ugalde & Son	Cemetery Fees		£ 300.00
11/10/2018	Ugalde & Son	Cemetery Fees		£ 300.00
All bank receipts this period				£ 635.18

C Bank Reconciliation.

At the close of business on 31 October 2018, the council held £59,952.52 in its accounts.

D To approve the budget for 2019/2020

Clerk explained that he had recently received a quotation from Mr Crabb for ground maintenance (Item 108/2018 19 above) for 2019/20 which gave a better indication of his future costs than that contained in the briefing note. Councillors RESOLVED to accept the revised budget of £12,526 for the financial year 2019/2020. Proposed Cllr Lewis. Seconded Cllr Page. All agreed.

E To approve the precept for 2019/2020

With the budget now reduced by 9%, councillors were able to maintain the precept at the same level as the current year. It was RESOLVED to agree a precept of £12,000 for the financial year 2019/2020. Proposed Cllr Lewis. Seconded Cllr Page. All agreed.

ACTION Clerk to inform Cornwall Council and produce a summary sheet for residents.

113/2018 Councillors' Reports

A Cllr Jane Page

Reported that there were no issues in either Jubilee Park or in the Lawn Cemetery, but that tar deposits at Longlands remained in place despite reassurances from Cormac that it would be removed.

ACTION Clerk to contact Cormac.

B Tree Liabilities & Memorial Safety

Zurich Insurance have written to remind the parish council that tree inspections need to be made according to identified risk and not at predetermined times.

ACTION Clerk to liaise with Cllrs Dorling and Page to identify previous tree inspections and schedule new inspection if appropriate.

Reminder that new British Standards relating to memorial safety in the lawn cemetery were introduced in July 2018. Clerk has been in contact with the National Association of Monumental Masons who confirm that both current suppliers of memorials are accredited with the NAMM and work to the new standard. There is no impact on the council's current Lawn Cemetery regulations.

C Footpaths & Open Spaces

Cllr Shovelton is currently engaging with local landowners whose property includes public footpaths. Researching costs of new signage.

115/2018 Clerk's Administration

A The General Data Protection Regulation

Councillors RESOLVED to endorse the General Privacy Notice as published on the council's website. Proposed Cllr Dorling. Seconded Cllr Shovelton. All agreed.

B Updates from Zurich Insurance

Tree liabilities and Memorial Safety

See Item 113B above.

C Casual Vacancy

Clerk explained that the statutory notice to request an election to fill the vacant seat had expired on 31 October, and that responsibility for the vacancy had now passed to the parish council. A new co-opting notice has been posted on the parish noticeboard and website.

116/2018 Date of next meeting.

8 January 2019 at St Keyne Village Hall.

117/2018 End of meeting 21.25