

Date: Tuesday 12 March 2019  
Time: 7.30pm  
Location: St Keyne Village Hall, St Keyne PL14 4RF

Present: Cllrs Sally Lewis (Chairman), Charles Boney, Jane Page, Kevin Shovelton, Richard Dorling.

Apologies: Min Toms, Phil Seeva.

Also in Attendance: John Hesketh (Parish Clerk).

Members of the public: 2

The public meeting commenced at 19.30 and finished at 21.55

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## Minutes | 12 March 2019

### **29/2019 Chair's Welcome & Housekeeping**

### **30/2019 Public Participation**

Mr Peter Higgs, Chair of St Keyne Village Hall presented a verbal report on its most up to date finances and its recent activities, including: update on the village shop (now cancelled); purchase of disco equipment; new website; proposed conservatory outside the bar area. Councillors questioned Mr Higgs about the Hall's financial situation. He agreed to forward the final end of year accounts for 2017/18 to the clerk's office. Item 11/2018 resolved to agree a further cheque for £1,000 to be awarded to the hall committee.

### **31/2019 Apologies**

Received from Cllr Min Toms, Cllr Phil Seeva.

### **32/2019 Declarations of interest**

No declarations made or dispensations requested.

### **33/2019 Minutes of the public meeting**

It was RESOLVED to approve the minutes of the meeting held on 12 February 2019. Proposed Cllr Page. Seconded Cllr Boney. All agreed.

### **34/2019 Matters arising from the minutes**

The Parish Council will consider any matters arising from the minutes of the previous public meeting.

113/2018B Tree Inspections (RD)  
*See Item 41/2019 below*

### **35/2019 Correspondence**

A Councillors noted a letter of thanks from Cornwall Air Ambulance following their recent donation.

### **36/2019 Planning Matters**

Lambest Cottage | Menheniot | Cornwall PL14 3RE  
01579-342437  
clerk@stkeyneparishcouncil.org.uk

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

Reference: PA19/01019

Proposal: Submission of details to discharge condition 9 in respect of Decision Notice PA18/05326 dated 1st November 2018

Location: Lametton Mill St Keyne Liskeard Cornwall PL14 4SH

Planning officers have accepted that the condition is discharged satisfactorily.

*For information*

B Planning application received after agenda published. None received.

C Planning applications approved by Cornwall Council. None Approved.

D Planning applications refused by Cornwall Council. None refused.

### 37/2019 Finance

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

#### A Accounts

Payments Schedule		Mar 2019	Period	12
Date	Payee	Description	CQ	£
19/02/2019	Cornwall Air Ambulance	Donation	1152	£ 50.00
12/03/2019	Cornwall Council	Training	1153	£ 60.00
28/02/2019	HMRC	PAYE	1154	£ 56.60
28/02/2019	John Hesketh	Salary	1155	£ 227.32
12/03/2019	Sally Lewis	Expenses	1156	£ 26.90
12/03/2019	John Hesketh	Expenses	1157	£ 178.43
All cheque payments today				£ 599.25

#### B Direct Bank Payment & Receipts.

Date	Payee	Description	Pay	£
12/02/2019	Plusnet	Broadband	DD	£ 45.00
All bank payments this period				£ 45.00

#### C Bank Reconciliation.

At the close of business on 28 February 2019, the council held £55,238.55 in its accounts.

#### D Local Maintenance Partnership 2019/20

It was RESOLVED to accept the offer of payment of £98.20 from Cornwall Council for the cutting of grass in the parish. Proposed Cllr Lewis. Seconded Cllr Shovelton. All agreed.

ACTION Clerk to return signed agreement

#### E Weed Spraying Agreement 2019/20

It was RESOLVED to accept the contract with Cormac for spraying of weeds at a cost of £328.49. Proposed Cllr Page. Seconded Cllr Shovelton. All agreed.

ACTION Clerk to return signed contract.

### 38/2019 Councillors' Reports

#### A Cllr Jane Page

Longlands, the Lawn Cemetery and Jubilee Park have been inspected and are in good condition. Cllr Lewis noted that a number of yew trees have been cut down by the churchyard, and are available to residents to take away in return for a donation.

B Cllr Shovelton

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

Jubilee Park: the new play equipment has been satisfactorily installed in the park and is already a popular attraction. The final piece of outstanding work is for an enclosing fence that needs to be installed. This is longer than at first anticipated, and the cost will be higher. Councillors agreed to take three quotations before choosing a supplier.

ACTION Clerk to confirm specification with Cllr Shovelton and bring three quotations to the April meeting.

### **39/2019 Chair's Agenda Items**

A Jubilee Park

Cllr Lewis met with residents last Sunday afternoon to discuss future improvements that might be considered in the park. Dog owners who attended felt that ultimately, they would prefer to see a separate space being made available to them where they could exercise their dogs, but welcomed the offer of a trial period in the park once the fence around the playground was installed.

Councillors would agree a set of ground rules before the 12 month trial period commenced. There was a short discussion on what extra facilities might be purchased by the parish council for use in the park.

ACTION Clerk to obtain costs of dog bin; signage; bench; path laying and report back at the April meeting. Chair would speak with Mr Crabb about cutting back the laurel bushes in the park.

Opening Day for the park's new equipment will be Saturday 20 April, and Cllr Phil Seeva will be invited to attend. A parish picnic will be planned so that residents are encouraged to bring parents and children together.

ACTION Cllr Lewis to liaise with interested parties.

Cllr Boney left the meeting at 21.10

### **40/2019 Clerk's Administration**

A Polling District and Polling Places Review

Clerk read out the background to the consultation and councillors agreed a collective response.

ACTION Clerk to submit parish council's reply online.

### **41/2019 Closed Session**

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, the Press and Public be excluded from the meeting for the following item of Business.

A Councillors interviewed Mr Peter Higgs and Ms Frances Lewis separately for the casual vacancy caused by the resignation of Loveday Carlyon. It was RESOLVED to co-opt Frances Lewis as the new councillor. Proposed Cllr Lewis. Seconded Cllr Dorling. All agreed.

ACTION Cllr Lewis will contact both candidates on Wednesday morning to give them the council's decision. Clerk to organise induction for Ms Lewis.

B Councillors considered two quotations for tree risk assessment, and choose Hi Line Contractors at a cost of £225. Proposed Cllr Lewis. Seconded Cllr Shovelton. All agreed.

ACTION Clerk to contact contractors with the decision and agree a date for inspection.

### **42/2019 Date of next meeting.**

9 April 2019 at St Keyne Village Hall.

### **43/2019 End of meeting**

21.55