

St Keyne Parish Council

www.stkeyneparishcouncil.org.uk

Date: Wednesday 20 September 2017

Time: 7.30pm

Location: Village Hall, St Keyne

Present: Cllrs Sally Lewis (Chairman), Min Toms, Charlie Boney, Jane Page

Also in Attendance: John Hesketh (Parish Clerk).

Members of the public: 0

The public meeting commenced at 19.30 and finished at 21.45

Minutes

13/2017 Chair's Welcome & Housekeeping

14/2017 Public Participation / Cornwall Council report, if available.

There were no members of the public to speak.

15/2017 Apologies

Apologies received from Cllr Loveday Carlyon and Cllr Phil Seeva.

16/2017 Declarations of interest

Parish Councillors will be asked to make any declarations of interest in respect of items on this agenda.

A. Pecuniary/Registerable Declarations of Interests – Members must declare an interest, which has been declared on their Register of Financial Interests Form, relevant to the agenda. None.

B. Non-registerable Interests – Members must declare non-pecuniary interests at the start of the meeting or whenever the interests become apparent. Cllr Lewis declared an interest in Longlands, as her brother-in-law is the lessor. (Item 19/2017A and 23/2017A). Cllr Boney declared an interest as the owner of land referred to in Item 19/2017B.

C. Declaration of Gifts – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. None.

D. Dispensations – Members to consider any written requests for dispensations. None.

17/2017 Minutes of the public meeting

It was RESOLVED to approve the minutes of the meeting held on 19 July 2017. Proposed Cllr Page. Seconded Cllr Boney. All agreed.

18/2017 Matters arising from the minutes

The Parish Council will consider any matters arising from the minutes of the public meeting held on 19 July 2017.

Item 5	Meeting with Mr Mahoney regarding car parking
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	Cllr Lewis has emailed and made personal visits to Mr Mahoney and has been unable to speak with him to progress his concerns. Agreed that this item should be suspended pending a reply from the resident.
Item 5	Repairs to playground equipment. Cllr Lewis has spoken with Mr Crabb, and all repairs have now been carried out. Waiting for invoice.
Item 16	Information on new defibrillator. ACTION Clerk to research information on alternative suppliers of equipment and report back.

19/2017 Correspondence Received

A Email from Rebecca Morley about improvements to open spaces
Cllr Lewis has already replied to Mrs Morley's email. Councillors thanked Mrs Morley for her email and discussed her suggestions. Whilst welcoming her proposals, councillors were clear that there were constraints on the use of the open spaces. The principal barrier to making improvements relates to ownership of the spaces. The parish council owns the land at Jubilee Park, and is able to support proposals for the purchase of new play equipment. However, the land at Longlands is rented on an annual lease, and the owner is currently unwilling to negotiate a longer period. This means that the purchase of equipment with a working life longer than the length of the lease is not sustainable or economic. It was RESOLVED to write again to Mrs Morley and invite her to attend the next public meeting to discuss her suggestions. Proposed Cllr Toms. Seconded Cllr Page. All agreed.

B Email from Mr & Mrs Cook concerning the maintenance of local footpaths
Cllr Boney accepted the concerns from Mr and Mrs Cook, and will contact them personally to resolve the issues.

C Email from Mr Keith Smith enquiring about the history of the parish and its residents.
No one present was aware of a printed guide, but would pass his enquiry onto the Old Cornwall Society and the local WI.
ACTION Clerk to follow up with Mr Smith

D Renewal notice from Zurich Insurance
Notes that the correct address was now being used. This item will be included on the next agenda.
ACTION Clerk to follow up questions and add to October agenda.

20/2017 Planning Matters

A To agree the parish council's response to Cornwall Council consultations on new planning applications.

Application	PA17/07069
Applicant	Vodafone Ltd
Proposal	Proposed base station installation at CTIL241934_VF14545
Location	Land At Churchtown Farm St Keyne

This planning application had already been decided (refused) by Cornwall Planners at the time of the public meeting. Councillors noted the reasons for refusal related to the proximity of the installation to the grade II* listed St Keyne Church. Cllr Boney noted that the church had not been informed of the planning application.
ACTION Clerk to feedback to Cornwall planning department.

B Planning application received after agenda published – for information only. None.

C Planning applications approved by Cornwall Council – Information only. None.

Cllr Boney left the meeting at 2016.

21/2017 Finance

A Accounts
It was RESOLVED to approve of payment of the following accounts. Proposed Cllr Lewis. Seconded Cllr Toms. All agreed.

Payments Schedule		September 2017	Period	6
Date	Payee	Description	CQ	£
04/08/2017	Cornish Times	Advertising	1058	£ 237.00
20/09/2017	Playsafety Ltd	Annual Inspection	1059	£ 5.50
20/09/2017	Playsafety Ltd	Routine Inspection	1060	£ 72.00
20/09/2017	HMRC	Payment May 2014	1061	£ 100.00
All cheque payments today				£ 414.50

Cllr Lewis queried an outstanding cheque that had been paid to Playsafety in April 2017, and not yet cleared.

ACTION Clerk to resolve the outstanding cheque payment prior to further payments being made.

B Direct Bank Payment & Receipts.

Bank Payments Schedule		September 2017	Period	6
Date	Payee	Description	Pay	£
15/08/2017	Plusnet	Broadband connection	DD	£ 23.40
All bank payments this period				£ 23.40

Bank Receipts Schedule		September 2017	Period	6
Date	Payer	Description		£
15/08/2017	Gadbrook Park			£ 25.00
All bank receipts this period				£ 25.00

C Bank Reconciliation – previously circulated and published. At the close of business on 31 August 2017, the parish held £51,887.50 in its Community (current) account and £7,780.09 on deposit.

D Budget and Precept 2018-19

Clerk explained the timetable for budget agreement and precept setting, and asked councillors to consider projects for the next financial year that may need either an allocation from the precept or reserves.

ACTION Councillors to consider projects and proposals, and mail to Clerk before October meeting.

22/2017 Councillors' Reports

A Village Footpaths

Cllr Page explained that currently none of the paths in the parish link up, and the council's role for them may be to maintain them to minimum standards that will allow continued use of them. In the discussion, the councillor suggested that a project for 2018/19 may be to improve signage for the footpaths and other council assets, and consider linking up with neighbouring parishes whose footpaths directly connect to ours.

ACTION Clerk to investigate costs of replacement finger posts, signage requirements and links to adjacent parishes.

23/2017 Chair's Agenda Items

A Longlands

This item was covered earlier (Item 19/2017A).

B NFU Better Planning Better Farming

Chair explained that the parish only has four farms within its boundaries, and that it would not be viable to invite the NFU to St Keyne alone. Clerk offered to ask the Chair of Menheniot Parish Council if their NFU briefing could be offered to this parish as well.

ACTION Clerk to write to Menheniot Chair and ask for invitations to St Keyne farmers and councillors.

C Maintenance of parish council assets

Cllr Page has a checklist for the routine examination of council assets, and agreed to update it and make periodic reports to the public meeting.

ACTION Clerk to collate current and previous lists for Cllr Page, and get clarity of maintenance of the bus shelter.

24/2017 Clerk's Administration

A Cemetery Fees

It was RESOLVED to approve a new scale of fees for the cemetery, effective immediately (report previously circulated and published). Proposed Cllr Page. Seconded Cllr Toms. All agreed.

ACTION Clerk to update website and include additional information for cemetery users.

B Governance Review

Councillors discussed proposals for the introduction of new policies following on from the internal auditor's annual report, It was RESOLVED to agree the schedule. Proposed Cllr Page. Seconded Cllr Lewis. All agreed.

C Code of Conduct & Complaints Policy

It was RESOLVED to adopt the Code and Complaints Procedure. Proposed Cllr Page. Seconded Cllr Lewis. All agreed.

25/2017 Date of next meeting.

18 October 2017 at St Keyne Village Hall

26/2017 Closed Session

Councillors held an informal discussion on its future plans to introduce standards of governance, and aim to achieve Foundation Status of the Local Council Awards Scheme. Progress towards these standards will include training and development for councillors, and proposals for suitable programmes will be included in the forward plan and budget for 2018/19.

27/2017 End of meeting

Meeting closed at 21.45