

St Keyne Parish Council

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Date: Tuesday 9 January 2018
Time: 7.30pm
Location: St Keyne Village Hall, St Keyne PL14 4RF

Present: Cllrs Sally Lewis (Chairman), Min Toms (Vice Chair), Charles Boney, Jane Page.
Divisional Councillor Phil Seeva.

Also in Attendance: John Hesketh (Parish Clerk).

Members of the public: 2

The public meeting commenced at 19.30 and finished at 21.00

Minutes | 9 January 2018

56/2017 Chair's Welcome & Housekeeping

57/2017 Public Participation / Cornwall Council report, if available.

Members of the public are invited to speak to the meeting.

Mr Geoffrey Larder of Higher Badham attended to raise his concerns about a planning application that had been lodged in Duloe parish. The application, PA17/10191 was for a change of use of nine holiday homes to full time residential. In their discussions, councillors noted that there was no provision made for affordable housing, and questioned whether or not the change of use would meet any local need. Mr Larder had concerns about traffic and the potential for disturbance from new residents, together with fears that this would set a precedent for similar applications. Councillors noted that there might be an increase in road usage, but not significant enough to raise concerns. However, because the site of the development lay outside the boundary of the parish, councillors agreed that they would not be making a formal comment to planning officers.

Cllr Boney declared a non-pecuniary interest in that he had recently been granted permission for a conversion of a garage to a holiday let but had been told he would not be able to apply to change that to permanent, open market dwelling.

Report from Cllr Phil Seeva

The last full council meeting in November when a decision was taken to set up a £70m investment fund that would be used to purchase land for housing and other development. Cllr Seeva supports the principle of the fund, but disagreed with the majority view that sufficient advance information was given to members that would have enabled them to make an informed decision.

There would be an extraordinary meeting of full council on 13 February to discuss proposals for boundary changes that were currently out for consultation.

A reminder that Cllr Seeva has a discretionary fund (Community Chest) that can be used to support local initiatives. Details were available from the Cornwall Council website (search online for Community Grant).

58/2017 Apologies

Received apologies from Cllr Carlyon.

59/2017 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. Non declared.

B. Non-registerable Interests – Members must declare non-pecuniary interests at the start of the meeting or whenever the interests become apparent. See Item 59/2017 above. Cllr Lewis declared an interest in the St Keyne Garden Club (item 64D below)

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

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

60/2017 Minutes of the public meeting

It was RESOLVED to approve the minutes of the meeting held on 14 November 2017. Proposed Cllr Page. Seconded Cllr Boney. All agreed.

61/2017 Matters arising from the minutes

The Parish Council considered these matters arising from the minutes of the public meeting held on 14 November 2017.

Item 16	Information on new defibrillator (report previously circulated) No information yet received from South West Ambulance Trust. Clerk to progress.
Item 19	South West Water & grounds maintenance. SWW report that they will take action within the next week. Clerk to monitor and progress.
Item 34A	Report on historic VAT claims. Clerk reported that following enquiries with HMRC, VAT may only be reclaimed for the current financial year and the two years immediately preceding it. This meant that backdated claims for 2013/14 and 2014/15 had not been accepted by HMRC, and there would be a shortfall in council income during 2018/19 of £743.86. However, because cost predictions for the new budget had been over estimated, the Clerk felt that the small reduction in income would not impact on finances.
Item 52A	Repairs to seating in lawn cemetery Cllr Page reported the seating in question had been donated by a resident and was located in the churchyard and not the lawn cemetery. However, it was in need of repainting, and the councillor would make enquiries about the cost. Councillors agreed that it would adopt the seat for future repair and maintenance and Councillor Toms felt that she knew of someone who would take on this maintenance in future.
Item 52A	Repair to bus shelter seating Cllr Lewis explained that Mr Tony Clarke of Menheniot had kindly undertaken work to repair the wooden seating in the bus stop. This had now been completed, and councillors expressed their appreciation to Mr Clarke.

62/2017 Correspondence Received

Email from St Keyne Garden Club (see item 64D below). This item was dealt with in Finance.

63/2017 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 – for information only. None received.

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

64/2017 Finance

The Parish Council will consider the authorisation of payment of the following accounts.

A Accounts

For information from December 2017.

Payments Schedule		December 2017	Period	7
Date	Payee	Description	CQ	£
14/12/2017	Zuruch Municipal	Insurance renewal	1073	£ 1,015.38
14/12/2017	WesternWeb	Web editing	1074	£ 54.00
14/12/2017	Tony Clarke	Bus shelter repairs	1075	£ 125.00
14/12/2017	A2Z Printing	Signage	1076	£ 54.00
22/12/2017	John Hesketh	Salary	1077	£ 460.48
All cheque payments today				£ 1,708.86

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

Date	Payee	Description	CQ	£
09/01/2018	HMRC	PAYE & NIC	1078	£ 82.40
09/01/2018	Cornwall Council	Election expenses	1079	£ 218.36
All cheque payments today				£ 300.76

B Direct Bank Payment & Receipts.

Bank Payments Schedule		December 2017	Period	7
Date	Payee	Description	Pay	£
05/11/2017	Plusnet	Broadband	DD	£ 23.40
All bank payments this period				£ 23.40

Bank Receipts Schedule		December 2017	Period	7
Date	Payer	Description		£
22/11/2017	HMRC	VAT refund		£ 258.80
All bank receipts this period				£ 258.80

C Bank Reconciliation.

Bank statements were not available at the time of the meeting, but a reconciliation will be published and circulated when they are received. Cllrs Lewis and Toms approved changes in the bank mandate to allow the Clerk to access to the online account.

D Councillors were asked to approve the payment of a small grant to the St Keyne Garden Club. Mr Richard Dorling of the Garden Club attended and answered questions about improvements to the children's play area at Valley View. It was RESOLVED to support his request for a £100 community grant, and councillors issued the cheque immediately, subject to the club accepting the council's terms and conditions. Proposed Cllr Toms. Seconded Cllr Page. All agreed (Cllr Lewis abstained). Cllr Seeva reminded Mr Dorling that match funding could be available from his Community Chest fund. ACTION Clerk to write to Mr Dorling with details.

Cllr Page asked if funding might also be available to provide new storage for youth groups in the parish hall. ACTION Clerk to send details.

65/2017 Councillors' Reports

Topical items that may be raised by councillors not requiring formal decision.

A Cllr Jane Page

Maintenance report presented by Cllr Page highlighted seating that needed repainting at Longlands and wooden seating at Jubilee Park that may need replacing. ACTION Clerk to make enquiries for repairs. New signage had now been installed at parks and at the bus stop.

B Open Spaces

Cllr Lewis and Cllr Boney raised the topic of footpath maintenance and ways of encouraging further use. ACTION Clerk to contact the Rambler's Association for information about their work, and add footpaths to the March 2018 agenda. Cllr Boney explained that an error had been made in the advertised date for road improvements around the church. The published date for the start of work was 9 February 2018, but work had instead started on 9 January 2018. He will be in touch with Cormac to get clarity and report back if necessary.

66/2017 Chair's Agenda Items

Councillors RESOLVED to adopt these new policies as part of their ongoing governance (reports previously published):

A Publications Scheme

B Freedom of Information

Proposed Cllr Page. Seconded Cllr Toms. All agreed.

C Lawn Cemetery briefing note

Clerk explained that administration for the lawn cemetery was correct and up to date, and presented proposals to improve engagement with residents, funeral directors and people using the facilities. Cllr Page asked if previous plans that showed proposals for paths through the cemetery were still available. ACTION Clerk to check old plans. It was RESOLVED to accept the proposals contained in the report, subject to final sign off on information that would be posted on the council's website. Proposed Cllr Lewis. Seconded Cllr Page. All agreed. ACTION Clerk to cost out proposals and submit budget to councillors.

67/2017 Date of next meeting.

13 February 2018 at St Keyne Village Hall

68/2017 End of meeting

21.00