

PROBUS PARISH COUNCIL

CLERK: Mrs A Kendall, Foxleigh, Treviglas Lane, Probus, Truro, TR2 4LH
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Minutes of the Ordinary Meeting of Probus Parish Council held on Monday 15th April 2019 in the Probus Village Hall commencing at 7.30pm.

Members Present: Cllrs Gillard, Blayney, Deards, Hull, Dalton, Budden, Goldsworthy & Faull. Cornwall Cllr Egerton.

19/062 Apologies for Absence.

Cllr Sutherland, Maskill & Champion.

19/063 Declarations of Interest Register both registerable and non-registerable under the Code of Conduct.

Cllr Hull declared a non- registerable interest in Playing Field (committee member Parish Council rep).

Cllr Goldsworthy declared a non-registerable interest in Village Hall (committee member, Parish Council rep).

Cllr Gillard declared a non-registerable interest in Village Hall (partner committee member).

19/064 Public Participation

No issues.

19/065 Police report.

January crime report; 2 crimes, sexual offences near the Village Hall.

19/066 To confirm the minutes of the meeting of 18th March 2019.

The minutes of the ordinary meeting held on 18th March 2019 were declared as correct by Councillor Deards and seconded by Councillor Goldsworthy, all agreed; the Chairman signed them as a correct record.

The above was duly **resolved**.

19/067 Matters Arising

- a) 18/231- update from Cllr Hull regarding the 4 prints commissioned; c/f
- b) 19/033- S106 form completed and submitted to Cornwall Council, gone through 2 officers now awaiting sign off from the portfolio holder. There is small issue that the Wainhomes portion of the application is still to be paid to Cornwall Council, Cllr Egerton felt Notice had been served. Once the portfolio holder has signed off, this will then effectively ear-mark all the S106 to the Parish Council, although members need to be aware that if ordered the Wainhomes money may not be available when the invoice is due, therefore the Parish Council would need to cover this from reserves in the short term. If we wait until the S106 money is available the cost of the project will increase, as prices rose on 1st April but Sutcliffe have promised to honour the quote for 2 weeks. The Chairman stated it was a legal obligation so there was no worry that the money would not be paid.

Proposal by Cllr Gillard that once sign-off by the portfolio holder had occurred, Clerk to order play equipment with the understanding the Parish Council may need to cover the Wainhomes S106 money from reserves for the short term, seconded Cllr Deards, unanimous.

The above was duly **resolved**; Cllr Egerton to chase portfolio holder.

- c) 19/036- Historic Well, update on progress from Cllr Faull; no update, but Cllr Faull stated he would fix a date soon.
- d) 19/40a- Meet the Planners update from Cllrs Gillard & Maskill.
Cllr Gillard reported Probus is in Team 4, but it was stated at the meeting they will try and give the same officer the same Parish, so in a few months, when we know who our planning officer is we could invite them to a meeting. Cllr Gillard felt it was a positive step and could help with consistency.
- e) 19/052- Bee Eco, Clerk read reply, seeding will need to take place in the autumn. 500m2 would cost approx. £180 in seed. Bee Eco will require a budget, although they have not highlighted any areas they feel would benefit from wild flower seeds. It was agreed Clerk & the Chairman to meet with Bee Eco to decide areas, so we know exactly how much the project will cost. Cornwall Council have some funding but it appeared Councils needed to crowdfund first. Cllr Egerton to check.
- f) 19/055- Overgrown footpaths cut back-noted.

19/068 Cornwall Councillor's report to Council

It was reported that Grampond had their average speed cameras approved, Cllr Egerton clarified this had been centrally funded and not from the Community Network highway budget. Cllr Gillard queried what would be happening with their old flashing speed signs, Cllr Egerton felt it would not be feasible to move.

19/069 Village Hall- update report.

Village Hall report circulated via email prior to the meeting- noted. The Chairman queried if the new Committee was quorate without all the officer positions filled. Cllr Goldsworthy confirmed a minute secretary had been found. Cllr Blayney stated he had enjoyed his 5 years as Village Hall Chairman.

19/070 Playing Field- update on water meter reading/charges.

The water charges are still unresolved- more meter readings are needed. Cllr Dalton volunteered to read the water meter for the next 3 Saturdays and email the readings to the Clerk to ascertain when the water is being used.

19/071 To consider Internal Audit Report (if available)

Clerk reported the Internal Audit had taken place, and whilst the full Internal Audit report is unavailable, the Internal Auditor had confirmed the Parish Council had been operating compliantly and had signed the Statement to send to External Audit.

Cllr Budden thanked the Clerk for her work.

19/072 To note Internal Control Checks completed on end of year bank reconciliation by Cllr Dalton and figures confirmed correct.

Cllr Dalton confirmed he had carried out Qtr 4s Internal Control check and had checked the bank reconciliation against the bank statement and cheque book stubs and confirmed the figures were correct.

19/073 To consider and approve Annual Governance Statement.

Annual Governance Statement circulated with the meeting papers.

Proposal by Cllr Deards to approve the Annual Governance Statement, seconded Cllr Blayney, unanimous.

The above was duly **resolved**, Annual Governance Statement signed by the Chairman and Clerk.

19/074 To consider and approve Annual Accounts 2018-19.

Annual Accounts 2018-19 circulated with the meeting papers and certified by the RFO as correct.

Proposal by Cllr Blayney to approve Annual Accounts 2018-19, seconded Cllr Deards, unanimous.

The above was duly **resolved**; Annual Accounts 2018-19 signed by the Chairman as approved.

Clerk will now prepare paperwork for External Audit, Exercise of Public Rights will take place between 17th June 2019 and 26th July 2019.

19/075 Risk Assessments- to note play area risk assessments for March, monkey bars on climbing frame deteriorating, Clerk has requested removal when deemed dangerous and approve assoc. expenditure.

No new issues, it was noted all rotting equipment will be removed when deemed dangerous, if before upgrade.

19/076 WW1- to consider solar up lighting quotes and to consider quote for War Shrine to approve assoc. expenditure (if any).

Options for uplighters circ. via email prior to the meeting hard copy circulated. Option 1 permanent supply by Western Power, either unmetered or metered, option 2 supply from Village Hall, option 3 solar.

Discussion took place. Cllr Hull stated Mr Cope had offered to absorb some of the costs if option 2 was the preferred, which may be worth checking.

Proposal by Cllr Gillard to discount options 1 & 2, seconded Cllr Faull, carried. The above was duly **resolved**.

Proposal by Cllr Faull, Cllr Budden obtains 3 quotes working to approx. £800 for consideration at the next meeting, seconded Cllr Gillard, carried.

The above was duly **resolved**.

Regarding the War Shrine the Clerk reported she was struggling to obtain 3 quotes. Hand signwriting is a dying art, and several firms have offered to transfer the names on to a board, which would probably be cheaper but would not have the same craftsmanship. Quote of £700 includes the doors fitted to the Shrine and the names written in gold (not gold leaf), also includes cleaning the brass plaques and repainting the black lettering.

Proposal by Cllr Hull to accept the quote for £700, but to request the names are moved up so there is room for one additional name on the bottom of each door, and not to put the names in alphabetical order but keep family members together, seconded Cllr Deards, carried.

The above was duly **resolved**.

19/077 Highway Schemes- to consider Highways Schemes re S106.

List circulated with agenda papers of ideas given to the Clerk during the month. No right turn when entering the bypass from Tregony Road added to the list. Cllr Budden stated he would support schemes that benefitted most residents. Discussion took place.

Cllr Egerton felt no schemes on the A390, as Highways are aware of the dangers and it is their responsibility.

Proposal by Cllr Gillard a letter is written to Highways regarding Denas Water Junction as it is very dangerous, seconded Cllr Blayney, carried.

The above was duly **resolved**.

Metal hand rails opposite Spar Shop, which need repairing to an upright position, Clerk to report to Cornwall Council.

Proposal by Cllr Gillard to wait for the Trelawney regarding the rumble strips on St Austell Road, seconded Cllr Hull, carried.

The above was duly **resolved**.

Proposal by Cllr Gillard to rule out pavement outside of West End Bungalow/ Gwin House, seconded Cllr Hull, carried.

The above was duly **resolved**.

Proposal by Cllr Budden to rule out hand rails by the café as this is the best place to cross, seconded Cllr Faull, carried.

The above was duly **resolved**.

Multi-use trail from Probus to Tresillian; Cllr Egerton stated it would cost approx. £20,000-£30,000 for plans and then we could wait until funding becomes available. Due to the short timeframe funding is available you would already need the plans in place. Cllr Egerton felt S106 funds could be used for this purpose.

Proposal By Cllr Budden to request £30,000 for plans for multi-use trail, £20,000 for rumble strips on entrances to Village (Ladock Road & Truck), and to ear-mark the remaining £50,000 for match funding towards the multi-use trail, seconded Cllr Deards, carried.

The above was duly **resolved**; Cllr Egerton to let the Clerk know how the S106 can be accessed.

Proposal by Cllr Gillard the Parish Council lobbies for average speed cameras on the A390, seconded Cllr Goldsworthy, carried.

The above was duly **resolved**.

19/078 Village Hall Car Park permit posts- suggestion received not to repair posts but to repaint 'Permit Parking Only' and the numbers, to consider, to consider & approve trimming of bottom hedge.

Cllr Hull declared an interest and left the room, but stated the posts are not working.

Discussion took place.

Proposal by Cllr Gillard to fill all the holes in the car park and obtain quotes for re-painting all the spaces, and 'permit holders only' lettering, seconded Cllr Deards, carried.

The above was duly **resolved**.

Quote received from grass cutter for additional work of trimming the hedge £250.

Proposal by Cllr Faull to accept the quote of £250, seconded Cllr Deards, carried.

The above was duly **resolved**.

19/079 CALC Planning Partnership- to endorse Cllr Gillard's application.

Proposal by Cllr Faull to endorse Cllr Gillard's application to the CALC Planning Partnership, seconded Cllr Blayney, unanimous.

The above was duly **resolved**.

19/080 To consider rescinding Standing Order 'A Chairman can only be re-elected for a maximum of 2 years' to allow any current Chairman to be re-elected for longer if he or she so wishes and to consider nominations for Chair & Vice-Chair ready for election in May.

Discussion took place regarding why this Standing Order was put in place, and Cllr Sutherland's reasons for placing this as an agenda item.

Proposal by Cllr Faull to remove 'A Chairman can only be re-elected for a maximum of 2 years' from the Standing Orders, seconded Cllr Goldsworthy, carried with 1 abstention.

The above was duly **resolved**.

Members to consider who they wish to elect as Chairman/Vice-Chairman for the forthcoming municipal year, any member wishing to stand will need a proposer and seconder. If more than one nomination received a paper ballot will take place.

19/081 Gate post rotten on kissing gate from Bosnoweth to Church View- to consider and approve assoc. expenditure (if any).

Clerk reported the post was rotten and gate lopsided, although this is not in the ownership of the Parish Council, it is unadopted land.

Proposal by Cllr Deards to approve repair up to a maximum of £200 on a non-prejudice basis, seconded Cllr Faull, carried.

The above was duly **resolved**.

19/082 BRAMM- to consider if the Parish Council Cemetery should register.

If the Parish Council registers for this scheme, which is free, it would mean all monumental masons who fitted headstones/ memorials in the Cemetery would need to be accredited. The advantage is we would know it was a competent monumental mason, disadvantage it will preclude some of our regular monumental masons from working in our Cemetery unless they got accreditation.

Discussion took place.

Proposal by Cllr Hull not to register Probus Parish Council at this present time but to review in 12 months, seconded Cllr Deards, carried.
The above was duly **resolved**.

19/083 Finance.

- a) To receive the financial statement of accounts for the year to date, budget sheet and to approve payments.
Payments totalling £4108.67 circulated along with monthly budget forecast and expenditure to budget.
Proposal by Cllr Blayney to approve all payments, seconded Cllr Deards, unanimous.

The above was duly **resolved**.

DD- 28 Mar	EDF- Toilets	£11.00
DD- 28 Mar	EDF- MUGA	£27.00
2531	SWW- toilets	£19.05
2532	Probus Village Hall- rent	£15.00
2533	Grass cutting	£1,020.00
2534	Play inspections	£140.00
2535	CornwallALC Membership	£752.38
2536	Phone & postage / edging	£72.32
2537	Cornish Industrial supplies- toilet	£22.08
2538	Payroll software license	£81.60
2539-41	Staff salaries, expenses & pension	£1,284.78
2542	Probus News Grant	£500.00
2543	Clearing blocked toilet & cleaning.	£100.00
2544	Photocopier- Qtr1	£63.46
	TOTAL	£4,108.67

19/059 Correspondence

- a) Update re Community Governance Review - noted.
b) One & All newsletter- noted.
c) Highways engagement sessions; Cllr Gillard & the Clerk to attend.
d) Heartlands Event- Clerk to email out.

19/060 Items for the Next Agenda

- WW1 Shrine-lighting
- Village Hall

19/061 It was agreed the next Meeting of the Parish Council will be 20th May 2019 7.30pm in the Village Hall (Annual Meeting).

There being no further business the meeting was closed at 9.45pm.

Chairman..... Date.....