

PROBUS PARISH COUNCIL

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Minutes of the Ordinary Meeting of Probus Parish Council held on Monday 17th July 2017 in the Probus Village Hall commencing at 7.15pm.

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

17/133 Apologies for Absence.

Cllr Champion.

17/134 Declarations of Interest Register both pecuniary and non-pecuniary under the Code of Conduct (to receive a new Declaration of Interest form and declare interests on agenda items).

Cllr Blayney declared a non-pecuniary interest in Village Hall (committee member).

Cllr Dart declared a non-pecuniary interest in Playing Field (committee member)

17/135 To note Declaration of Acceptance of Office accepted from Cllr Goldsworthy and to receive Register of Interest Forms from Cllr Dart, Cllr Champion and Cllr Goldsworthy.

Declaration of Acceptance of Office accepted from Cllr Goldsworthy before the start of the meeting. Register of Interest forms received from Cllrs Champion & Goldsworthy, Cllr Dart's ROI outstanding- *this has since been received.*

17/136 Public Participation

No public present.

Proposal by Cllr Gillard to allow public participation later if public join the meeting, seconded Cllr Deards, unanimous.

The above was duly **resolved**.

17/137 To confirm the minutes of the meeting of 19th June 2017.

The minutes of the ordinary meeting held on 19th June 2017 were declared as correct by Councillor Gillard and seconded by Councillor Deards all agreed; the Chairman signed them as a correct record.

17/138 Matters Arising

- a) 17/054- Toilet doors, another contractor has been found and has checked the toilet doors, only one handle needs replacing, repair completed.
- b) 17/066 – car park drains- new bolts fitted.
- c) 17/118- Village Hall Insurance- correspondence sent regarding requiring 3 quotes for next year and confirmation they are not currently in a LTA.

- d) 17/124- Churchyard grass cutting- Cllr Blayney replied to complainant.
- e) 17/126- Mr Danning (Trelawney Garden Centre) has been invited to the Sept. meeting, Mr Danning accepted invitation.
- f) 17/127- Play inspection repairs- contractor authorised to carry out repairs, repairs completed to date, 15 picket fence posts, rope valley strut, diagonal on wood tyre walk, outstanding 6 fence posts, reinstate earth under buddy swing, fill gaps in rubber tiles, new self-close on gate, other strut on rope valley and Vic to power wash tiles, Bowling Club has agreed we can use their water.
- g) 17/129b- Insurance company contacted regarding valuation of assets they do not value, will need to meet with various people to value, the insurance company have stated only need to value assets insured, not land values, as this is insured for public liability only. Meeting with playground person for play area value taken place, will need to re-agenda.
- h) 17/129c- Bank Mandate- form posted.

17/139 Cornwall Councillor's report to Council

Cllr Egerton circulated a written report.

Cornwall Council is considering making investment in housing & infrastructure to kick start projects.

Tour of Britain- Cornwall Council will not be underwriting a bid because of the cost, but may consider in future years.

Dark Sky over Bodmin Moor officially designated as a Dark Sky Landscape.

Locally Trelawney Garden Centre planning application should be signed off soon, planning conditions currently being negotiated.

Buses- the real time information is now live.

17/140 Village Hall- update report, to include request for reimbursement of valuation fee (£360), to consider, and if approved, to resolve and approve associated expenditure.

Cllr Blayney reported the meeting was held on 12th July with 9 members present, Cllr Goldsworthy present as an observer. Cornwall Council IT people have looked at the hall with a view to holding a course. Payroll has been set up with HMRC. The Badminton Group are taking up their lines in the hall so all the floors can be deep cleaned, buffed and polished.

There is an issue with Village Hall rubbish, hirers are meant to take their rubbish home with them and any rubbish which is left the cleaner puts out on a Monday morning. The rubbish is stored in a seagull proof sack but the rubbish doesn't go out in it as fear it will disappear. Another problem is as people leave the Hall they put their rubbish out for collection at the front, so it could be there from Saturday, which is what is causing the mess with the seagulls.

Proposal by Cllr Budden the Village Hall considers a commercial waste collection & increase hire rates/deposit to cover, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

At present the Village Hall Committee has a Parish Council Representative vacancy.

Proposal by Cllr Sutherland, Cllr Goldsworthy is elected as Village Hall Rep. seconded Cllr Dart, unanimous.

The above was duly **resolved**.

Cllr Goldsworthy declared a non-pecuniary interest (committee member).

Cllrs Blayney and Goldsworthy left the room.

Members considered the request for re-imburement of £360 valuation fee.

Proposal by Cllr Dart to decline, seconded Cllr Deards, carried.

The above was duly **resolved**.

Cllrs Blayney & Goldsworthy re-entered the room.

Proposal by Cllr Gillard to request to view Village Hall constitution and bank statement, to ensure the Committees that the Parish Council are Custodian Trustees for are treated equally, seconded Cllr Dart, carried.

The above was duly **resolved**.

Cllr Blayney stated the Village Hall was run professionally, this was not being disputed but the Parish Council needs to be impartial.

17/141 Playing Field- update report, (to include confirmation from Cllr Champion sighting of bank statements & constitution), to include consideration of the request for mower funding, and if approved, to resolve and approve associated expenditure.

Cllr Dart reported he had not attended a meeting; Clerk confirmed she had seen the bank statement and produced a copy of the constitution.

Proposal by Cllr Dart that the constitution is not fit for purpose and needs to be reviewed, seconded Cllr Hull, carried.

The above was duly **resolved**; Cllr Dart to report back to Playing Field Committee.

Consideration was given to funding for a mower, Clerk reported she had completed an Awards for All grant application but unsure if it would be successful as it could be classed as a statutory duty of the Committee.

Proposal by Cllr Gillard that the Playing Field Committee provide costings, and also consider contracting out, the Parish Council may consider match funding, seconded Cllr Dart, carried.

The above was duly **resolved**; Cllr Dart to relay to Playing Field Committee.

17/142 Speed-watch and traffic calming- , to consider next course of action and approve assoc. expenditure (if any).

Community Speed-Watch, at present 1 person is interested. The police register volunteers but if there are no volunteers then there is no speed-watch. It needs at least 3 volunteers to be sustainable.

The Chairman queried if Cllrs would lie to help – no volunteers.

Traffic calming-a mobile speed sign is needed which would also register the speed of cars to ascertain if there is an issue or just a perceived issue.

Proposal by Cllr Dart, Cllr Gillard and the Clerk are delegated to purchase a mobile speed sign, which also records speed up to a budget of £1,750, seconded Cllr Deards, carried.

The above was duly **resolved**.

17/143 WW1 A Nation's Tribute- to discuss possible commemorative actions to coincide with beacon lighting and approve assoc. expenditure (if any).

Cllr Sutherland stated he felt a seat was not suitable due to locating where it will be seen but not cause a nuisance. Cllr Sutherland has made initial enquiries regarding a plinth, and has been in touch with a stonemason. It was also suggested cleaning the War Memorial, a tea party, war medal display, research relatives & beacon lighting.

Proposal by Cllr Gillard, Cllr Sutherland & Cllr Champion draft a list of possibilities with costings and come back to the Full Council with recommendations, seconded Cllr Dart, carried.

The above was duly **resolved**.

17/144 Internal Control Checks- report from Cllr Dalton.

Cllr Dalton reported all Internal Control checks up to date. Bank reconciliation checked against bank statements and cash book, VAT return checked and payroll. No issues found.

Cllr Dart thanked Cllr Dalton on behalf of the Parish Council.

17/145 To consider Parish Council cutting the visibility splay on Bypass/Tregony Road junction.

Wainhomes have granted the Parish Council a one-off payment of £1,500 to cut the visibility splay.

Discussion took place regarding the legal duty of Cornwall Council to cut the visibility and the moral duty of the Parish to protect its residents.

Proposal by Cllr Dart the Parish Council cuts the visibility splay to control vegetation, seconded Cllr Deards, carried.

The above was duly **resolved**.

Cllr Hull added the Parish Council will carry out as a moral obligation but Highways still have the legal obligation.

17/146 Social media/Facebook- to consider and approve any assoc. expenditure (if any).

Cllr Blayney stated if his experience was anything to go by then not to allow comments on the Parish Council site.

Cllr Budden stated he had done some research and had set up a private group for Cllrs as a trial. Some Council websites do get abuse and others are very good.

Proposal by Cllr Dart to take no further action, seconded Cllr Deards, carried.

The above was duly **resolved**.

17/147 Annual Review of Standing Orders and Financial Regs. (to include Internal Auditor recommended change).

Standing Orders and Financial Regulations circulated with the agenda.

Clerk confirmed recommendation from Internal Auditor had been incorporated, and typos corrected.

Proposal by Cllr Dart to adopt as circulated, seconded Cllr Deards, carried.

The above was duly **resolved**.

17/148 Cemetery Deeds- to authorise Clerk to enquire if held with solicitor, if so authorise to withdraw them.

Clerk reported the area had not been registered with Land Registry and would recommend this is done to protect the asset.

Proposal by Cllr Deards, the Clerk is authorised to withdraw the Cemetery Deeds and facilitate registration, seconded Cllr Dart, carried.

The above was duly **resolved**.

17/149 Action Tracking

This is covered under matters arising, query raised whether initials need to be placed in the margin so members and the Clerk are aware of their tasks, although this is incorporated in the resolution.

Proposal by Cllr Sutherland to stay with what has been actioned this month, seconded Cllr Deards, carried.

The above was duly **resolved**.

17/150 Excessive dog mess on The Bank & various areas around the Church- causing problems with grass cutting.

Discussion took place regarding a solution to the problem, signs are already in place (nearby residents have erected).

Proposal by Cllr Sutherland, Clerk authorised to purchase and install a dog bin for The Bank, seconded Cllr Dart, carried.

The above was duly **resolved**.

17/151 Neighbourhood Development Plan- to consider.

Cllr Budden asked whether members felt a NDP was needed.

Cllr Dart stated a reasonable amount of work was done before the project ground to a halt as no one was willing to drive it forward when he stepped down.

Proposal by Cllr Gillard no further action in forming a NDP at this stage, seconded Cllr Dart, carried.

The above was duly **resolved**.

17/152 Hedge on St Austell Road & one way road to Parkengear Vean- overgrown.

Hedge on St Austell Road has been trimmed. Hedge at Parkengear Vean residents served with a Notice from Cornwall Council; to update at next meeting.

17/153 Risk Assessments- to note and approve recommendations and expenditure (if any) of Play Area weekly reports.

Play Area risk assessments noted; all items have already been authorised for repair.

Handyman is carrying out public seats risk assessment this month.

17/154 Parish Council Action Plan- to consider aspirations for term of office and approve any assoc. expenditure (if any)- to bring ideas to the meeting for consideration.

Cllr Budden reported some Parish Councils photograph their assets to monitor improvements, others have open days.

Proposal by Cllr Budden a working party is formed to explore ideas before the next meeting, 3rd Monday in August all Cllrs welcome to attend, seconded Cllr Dart, carried.

The above was duly **resolved**; Clerk to book committee room and Cllrs Budden & Gillard to liaise with members.

17/155 Devolution of Assets from Cornwall Council.

Cllr Budden's understanding from the devolution team is all assets are available for devolution, although Cornwall Council have never devolved County Farms before. The Parish Council would need to consider their appetite and they cannot cherry pick. In Probus Cornwall Council own highways, verges, Churchyard, housing & farms.

Clerk queried Churchyard as this is a Cornwall Council statutory duty.

Cllr Egerton stated Cornwall Council do not own the Churchyard, but they have a statutory duty for maintaining it. The Churchyard is a financial liability. The Parish Council already has an Agency Agreement to cut the grass in this area.

Cllr Gillard stated needed informed views.

Proposal by Cllr Gillard to carry forward to the next Agenda and Cllr Budden to continue to investigate, seconded Cllr Dart, carried.

The above was duly **resolved**.

17/156 Boundary Review- to consider Parish Council response

Proposal by Cllr Gillard members reply personally if they wish to do so, seconded Cllr Dart, carried.

The above was duly **resolved**.

17/157 Parish Clock

Cllr Deards reported the Parish clock is not working despite herself and the Clerk spending considerable time starting. It will run for a couple of days then stop again.

Proposal by Cllr Blayney to contact Trevorva Clock Clinic and if they can't help to instruct Smiths of Derby, to terminate contract with Gillett & Johnston as they don't seem to be able to get the Clock running despite the annual service, seconded Cllr Hull, carried.

The above was duly **resolved**; Clerk to action.

17/158 Finance.

- a) To receive the financial statement of accounts for the year to date and to approve payments.

Payments schedule circulated to members totalling £3901.31, monthly forecast sheet circulated and bank reconciliation for quarter 1.

Proposal by Cllr Dart to approve all payments and bank reconciliation, seconded

Cllr Deards, carried.

The above was duly **resolved**.

b) To appoint/reappoint Internal Auditor.

Proposal by Cllr Gillard to reappoint Rob Larter, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

17/159 Correspondence

a. CALC Newsletter- noted

b. Off-Street Parking Consolidation Notice -noted

c. Truro Day – Proposal by Cllr Sutherland not to get involved, seconded Cllr Deards, carried.

The above was duly **resolved**.

d. Thank you letter from Village Hall- noted

e. Copy of Playing Field Bank Statement- noted

f. Thank you letter from Mr Williams- noted

g. Several complaints regarding rubbish being put out too early and being ripped apart before collection.

Proposal by Cllr Gillard a letter is placed in the magazine regarding the littering, seconded Cllr Sutherland, carried.

The above was duly **resolved**; Cllr Gillard to action.

17/160 Items for the Next Agenda

- Village Hall
- Playing Field
- Parish Council Action Plan- recommendations from Working Group.
- WW1 – A Nation’s Tribute- possible commemorative actions
- Policy Review
- Poor Trust
- Devolution of Assets
- Budget setting-Clerk to circulate last year’s budget via email.

17/161 It was agreed the next Ordinary Meeting of the Parish Council will be 18th September 2017 7.30pm in the Village Hall.

The meeting closed at 9.45pm.

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