

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 18th September 2017 in the Probus Village Hall commencing at 7.30pm.

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

17/162 Apologies for Absence.

Cornwall Cllr Egerton.

17/163 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).

Cllrs Blayney & Goldsworthy declared a non-pecuniary interest in Village Hall (committee member).

Cllrs Dart & Champion declared a non-pecuniary interest in Playing Field (committee member)

Cllr Hull declared a pecuniary interest in car park (rents spaces)

17/164 Public Participation

Resident stated he had attended to thank Mr Danning of Trelawney and wish him success. This project has been 15 years in the planning and he was pleased it was about to be constructed.

Regarding names for the WW1 Shrine he has checked the Royal Cornwall Gazette and Cornwall Records Office but can only find information regarding Canon Westmacott and not the names. Cllr Gillard has also been researching and looking through war records, but no success yet.

17/165 Mr Danning- Trelawney Garden Centre, update.

Mr Danning explained things had changed since the start of this project. The Garden Centre at Wadebride is leased to Blue Diamond, they were chosen as he was keen to see it as independent as possible. Blue Diamond has a 25 year lease and he is looking to do the same at Probus.

Trelawney will build the site and Blue Diamond will fit it out and run. The permission is for a 2 tier site, making use of the natural slope. It has a 25 year lease and he is looking to do the same at Probus.

Trelawney will build the site and Blue Diamond will fit it out and run. The permission is for a 2 tier site, making use of the natural slope. It will be primarily be a garden centre but will have concessions incorporated within. It will be the first garden centre in the UK to use travellers. The front will be glazed to view the plants, and the Demonstration Gardens will be incorporated, although at this point Mr Danning is not sure if they will be free entry. It will have changing displays to fit in with the market demand, possibly a third will change annually.

The restaurant will seat 384, and will be open to coaches, this is 50% bigger than the Wadebridge site. The key months are April/May and November/December, although he is hoping that Probus will be busier in the summer as it is on the tourist route.

The site will create 60-100 jobs both full and part time, of those only a small percentage needs to be qualified, these are permanent jobs not seasonal.

Mr Danning stated they are hoping to start the groundworks this winter, although he clarified it does need to fit in with Blue Diamond. Construction should take 9 months.

The Chairman thanked Mr Danning for attending and requested the Parish Council are kept up to date on the development.

17/166 To confirm the minutes of the meeting of 17th July 2017.

The minutes of the ordinary meeting held on 17th July 2017 were declared as correct by Councillor Deards and seconded by Councillor Dart all agreed; the Chairman signed them as a correct record.

17/167 Matters Arising

- a) 17/127- Play inspection repairs- contractor authorised to carry out repairs, all repairs completed except one wooden post as an issue obtaining correct size, power washing completed.
- b) 17/129c- Bank Mandate- completed.
- c) 17/157- Clock man required money up front, £1000, including 5 year guarantee, as approved by email between meetings, this has been paid, although not cleared through account. Update for meeting; Clockman attending on 19th September to strip out clock workings to take back to his unit for cleaning.
- d) 17/159g- Letter re rubbish placed in magazine.
- e) 17/014- Weed killing, further weed killing taken place at Playing Field (ragwort), Village Hall Car Park, Treviglas Lane and St Austell Road, 2nd yearly spraying of whole Village scheduled for September.
- f) 17/145- Cutting of visibility splay on the by-pass has commenced.
- g) 17/142- Speed sign- still to do.
- h) 17/148- Cemetery Deeds- Coodes have been contacted they do not think they hold the deeds, although do have various papers, appointment made for Weds 13th Sept to pick up all papers as they will no longer hold them. Papers picked up Cemetery Deeds are not amongst the Papers, Clerk to continue searching, if they cannot be found may need to consider Statutory Decs.
- i) 17/150- Dog bin installed and added to Service Level Agreement (SLA).
- j) 17/152- Parkengear Vean Hedge- residents served with a notice from Cornwall Council and hedge cut.

17/168 Cornwall Councillor's report to Council

CLr Egerton tendered apologies, written report circulated with the agenda-noted.

17/169 Police Report – June call outs.

Report circulated with the agenda- noted.

17/170 Village Hall- update report.

Cllr Blayney reported the meeting was held on 13th September, Cllr Goldsworthy also in attendance. The Vice-Chairman has retired as she is moving away but no replacement was found.

A BIFFA Contract was discussed and they have been asked for quotes but no response. At present the cleaner will be taking out the rubbish in a seagull sack. Audited Accounts provided to Parish Council and these will be provided annually following end of year.

The Letting Secretary will be retiring at the AGM in April, and whilst an advert has been placed in the magazine no volunteers have come forward. Cllr Blayney stated this was a very important role, which an honorarium is payable and the hall cannot operate without, and asked if anyone knew anyone.

Refurbishment project ongoing, floors cleaned and buffed at a concessionary rate, Badminton Club have relayed the lines in the main Hall, the Caretaker Facility in the back room is due to be started in October.

Cllr Blayney requested scruffy car parking signs are replaced.

Proposal by Cllr Dart to approve removal of current signs & place on next month's agenda the purchase of new signs and agree wording, seconded Cllr Gillard, carried.

The above was duly **resolved**.

Cllr Sutherland felt the Village Hall had done very well with the refurbishment.

Proposal by Cllr Dart a letter is written to the Village Hall congratulating them on the way the project has been managed, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

Cllr Blayney reported the overgrown brambles from the Amelia Close hedge, it was **agreed** Clerk to report to Cornwall Council.

17/171 Playing Field- update report, to include consideration of the request for grant towards mower, and if approved, to resolve and approve associated expenditure.

Cllr Dart reported the Playing Field managed to pull together money to purchase a new mower by calling in football subs early. Although the mower shed doors now need replacing.

Cllr Dart stated the constitution is going to be looked at within the next 6 weeks. Cllr Dart reminded members that it was discussed we would match fund, the mower cost £2500, Cllr Egerton granted them £300 from his Community Chest, and the Playing Field funds are very low.

Cllrs Dart & Champion left the room.

Proposal by Cllr Sutherland the Parish Council grant the Playing Field Committee £1,250 on the basis the constitution is updated and fulfils the following criteria; meets at least 4 times per year in addition to AGM, has at least 3 named officers and it is accepted by the Charity Commission, seconded Cllr Deards, carried.

The above was duly **resolved**.

Cllrs Dart & Champion re-entered the room.

Cllr Budden reported the power cables are wearing grooves into the branches. It was **agreed** clerk to report to Western Power.

17/172 WW1 A Nation's Tribute- to discuss possible commemorative actions to coincide with beacon lighting and approve assoc. expenditure (if any).

Cllr Sutherland reported he had made enquiries regarding a granite marker, a piece of play equipment representing WW1 with placement of a plaque and reinstating the doors to the War Shrine with the names of the survivors of WW1.

Costs for the Granite Marker:

David Dyer, £1,300 with a slate plaque, Dennis Kessell, larger stone and brass plaque £1,700. Cllr Sutherland has also contacted Imerys who will donate a stone which will leave the Parish Council with transport costs and the plaque approx. £800.

There is some query regarding the stone (raised by the stonemason), as if it is not a good enough quality it will crumble.

Pictures of Sopwith Camel slide circulated, members suggested roundabout with WW1 carrier pigeon, dove for peace etc. The slide is £25,000.

As reported earlier there is an issue tracing names for the Shrine, although a magazine article asking for ideas is in the magazine again this month.

Cllr Champion queried street parties.

Proposal by Cllr Gillard, Cllr Sutherland goes back to Dennis Kessell to clarify what he expects the Parish Council to do regarding preparing the ground and a firm quote, to ascertain timescales, Clerk to continue to meet with play equipment providers, and members to continue pursuing the names for Shrine, seconded Cllr Dart, carried.

The above was duly **resolved**.

17/173 Risk Assessments- to note and approve recommendations and expenditure (if any) of Play Area weekly reports, and public seats.

Public seat risk assessment circulated, contractor requested to carry out repairs, to take place in October.

Risk Assessments noted.

17/174 Insurance valuations- valuation of buildings will incur a fee (toilets & pavilion) to consider and approve assoc. expenditure.

Cllr Blayney reported the Village Hall had used Philip Martin valuer.

Proposal by Cllr Dart to approve valuation fee, and to delegate action to the Clerk, seconded Cllr Deards, carried.

The above was duly **resolved**.

17/175 Cemetery- Dead tree and gate repair- after discussion with Chairman it was agreed to remove tree and replace with fence panel, contractor will complete in October, to ratify decision and consider grave topping up.

Proposal by Cllr Dart to ratify decision, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

Cllr Champion stated he was happy to top up the graves.

17/176 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 following Working Group Meeting.

Summary from Working Group meeting circulated with the agenda.

Cllr Budden stated it was a lengthy discussion but no specific recommendations for Full Council.

It was agreed a NDP would be beneficial but no one has the capacity to take it on. Cllr Gillard queried whether another Working Group Meeting is required; it was agreed this would be beneficial to whittle down proposals, Clerk to attend. It was **agreed** to hold on Tuesday 3rd October at 7pm in Comrades Club.

17/177 Poor Trust- update.

Cllr Gillard reported he had met with Andrew Wade & Viv Rogers to sort out the bank mandate, he is waiting for that to be finalised then a further meeting will be scheduled.

17/178 New Data Protection Law- to note this comes into effect May 2018 (GDPR)

Papers circulated, although they do not include the practical changes which need to be made- noted.

17/179 Waste Collection & Cleansing Contract, letter enclosed, to consider and resolve response

Proposal by Cllr Budden to respond the Parish Council wish the weekly refuse collections to be maintained, seconded Cllr Dart, carried.

The above was duly **resolved**.

17/180 Maintenance of Public Lights- SLA expires 31st March 2018, renewal received, to review and resolve renewal including assoc. expenditure.

SLA for 2 LED streetlights and 6 normal is £375.60 per year for routine checks, any repairs extra. The 2 LED lights need communication devices at £150 each for CC to adopt, the other 6 lights would need to be updated to LED and have folding poles and communication devices before CC will adopt.

Proposal by Cllr Sutherland to authorise the 2 LED lights to be fitted with communication devices and start the adoption process with CC, sign SLA initially for the 8 lights and once adopted reduce to 6 lights with the view of bringing remaining lights up to standard for adoption, seconded Cllr Deards, carried.

The above was **resolved**.

17/181 SLCC- conference, to approve ½ fees for Clerk and full fees for Cllrs wishing to attend.

Proposal by Cllr Deards to approve ½ fees for Clerk and full fees for any Cllr wishing to attend, seconded Cllr Dart, carried.

The above was duly **resolved**; *since the meeting Cllr Hull has registered to*

attend.

17/182 Bus Shelter opposite Spar- maintenance needed, to resolve action.

The wooden fascia is rotten.

Proposal by Cllr Dart to approve replacement in UPVC up to £500, seconded Cllr Budden, carried.

The above was duly **resolved**.

17/183 To consider response to concerns raised regarding damage to cars parked in reserved spaces in the village car park during busy sessions.

Letter from resident read to members.

Cllr Hull stated he had sympathy as the posts get knocked down and the padlocks broken. Cllr Hull stated people do park in his space but the poles do not work properly.

Cllr Hull left the room.

Proposal by Cllr Budden to write a letter to the resident expressing sympathy but unfortunately there is nothing we can do. The person who is responsible is the person who caused the damage, although we will raise it with the blood donors. Liability is the same as the Highway or other public car parks, although we will replace the notices reminding people to park sensibly, seconded Cllr Dart, carried.

The above was duly **resolved**.

Proposal by Cllr Dart to extend the time for the time of the meeting, as stated in Standing Orders, seconded Cllr Deards, carried.

The above was duly **resolved**.

17/184 Finance.

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

Payments schedule circulated to members totalling £4044.74 for August and £3578.58 for September, monthly forecast sheet circulated.

Proposal by Cllr Dart to approve all payments, seconded Cllr Blayney, carried.

The above was duly **resolved**.

- b) To note Audit report from External Audit and End of Audit Notice published.

Proposal by Cllr Dart to note the External Auditor report re Internal Auditor needs to mark n/a for petty cash and not yes, seconded Cllr Deards, carried.

The above was duly **resolved**.

17/185 Correspondence

a. CALC Newsletter- including legal briefing re GDPR circ with agenda- noted.

b. CALC Conference, circ with agenda- noted

c. Street Trading Application- bypass layby.

Proposal by Cllr Sutherland to support as no problems with the previous tenant but remind them they need to take any rubbish away and would recommend a toilet, seconded Cllr Champion, carried.

The above was duly **resolved**.

17/186 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
- Playing Field Boundary fence
- Village Hall car park signs- to agree wording.

17/187 It was agreed the next Ordinary Meeting of the Parish Council will be 16th October 2017 7.30pm in the Village Hall.

The meeting closed at 10.10pm.

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