

PROBUS PARISH COUNCIL

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Minutes of the Annual Meeting of Probus Parish Council held on Monday 20th May 2019 in the Probus Village Hall commencing at 7.30pm.

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

19/087 Election of Chairman

Proposal by Cllr Budden, Cllr Gillard is elected as Chairman for the municipal year, seconded Cllr Faull.

Proposal by Cllr Goldsworthy, Cllr Blayney is elected as Chairman for the municipal year, seconded Cllr Deards.

Paper ballot took place.

Cllr Gillard elected Chairman for the forthcoming municipal year.

The above was duly **resolved**.

19/088 To receive the Chairman's Declaration of Acceptance of Office or, if the Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.

Cllr Gillard signed the Chairman's Declaration of Acceptance of Office and returned to the Clerk.

19/089 Election of Vice-Chairman

Proposal by Cllr Gillard, Cllr Budden is elected Vice-Chairman for the municipal year, seconded Cllr Faull, no further nominations, unanimous.

The above was duly **resolved**.

19/090 To receive the Vice-Chairman's Declaration of Acceptance of Office or, if the Vice Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.

Cllr Budden signed the Vice-Chairman's Declaration of Acceptance of Office and returned to the Clerk.

Cllr Faull left the meeting.

19/091 Declarations of Interest Register both pecuniary and non-pecuniary under the Code of Conduct (to consider if any changes to Declaration of Interest form and declare interests on agenda items).

Cllrs Gillard & Budden declared changes to their register, Clerk to email form.

Cllrs Goldsworthy & Maskill declared a non-registerable interest in Village Hall (committee members).

Cllrs Champion & Maskill declared a non-registerable interest Playing Field (committee members).

Cllr Gillard declared a registerable interest in Village Hall (partner Chairperson).

19/092 Apologies for Absence.

Cllr Hull.

19/093 Public Participation

Resident stated grass growing inside the border of the new 100 Year War Memorial. The Chairman stated this was in hand, and the Parish Council may need to extend the ground cover.

Another resident stated all the official dog poo stickers are in place and don't appear to have been removed. Cllr Goldsworthy reported there were none in Gwell an Nans, the Chairman stated he would put some up.

19/094 To appoint representatives to outside bodies: Playing Field Committee, Village Hall Committee, Inter-school Link, Roseland Community Network Rep, Police Liaison Rep. Poor Trust and Exhibition Fund.

Playing Field Reps- Cllrs Champion & Hull.

Village Hall Reps- Cllrs Goldsworthy & Maskill.

Inter-school link- Cllr Deards

Roseland CN Rep- Cllr Gillard.

Police Liaison Link- Clerk to email meeting notification for volunteer.

Poor Trust Rep- Cllr Gillard.

Exhibition Fund Rep- Cllr Deards.

Proposal by Cllr Sutherland to approve the above representatives, seconded Cllr Blayney, unanimous.

The above was duly **resolved**.

19/095 To appoint Committees, if required, (burial board, planning committee and staffing committee).

Burial Board- Cllrs Blayney, Champion, Deards, Dalton & Budden.

Planning Committee- Full Council with the exception of Cllr Sutherland.

Finance Committee- Full Council.

Staffing Committee- Cllrs Gillard, Champion, Blayney, Dalton and Faull; Appeal

Staffing Committee Cllrs Budden, Deards, Goldsworthy, Maskill and Sutherland.

Internal Control Member- Cllr Dalton.

Tree Warden- Cllr Deards.

Footpath Officer- Cllr Maskill.

Proposal by Cllr Goldsworthy to approve the above posts, seconded Cllr Budden, unanimous.

The above was duly **resolved**.

19/096 To confirm the minutes of the meeting of 15th April 2019.

The minutes of the ordinary meeting held on 15th April 2019 were declared as correct by Councillor Deards and seconded by Councillor Blayney, all agreed; the Chairman signed them as a correct record.

Cllr Sutherland left the meeting.

19/097 Matters Arising

- a) 18/231- update from Cllr Hull regarding the 4 prints commissioned, prints ordered, then need to be framed; c/f.
- b) 19/033- S106 confirmation that all the money is ear-marked for play equipment received & order placed with Sutcliffe. Equipment scheduled for installation 1st July, should take approx. 4 weeks. Discussion took place regarding the school holidays, it was decided to go ahead with installation as scheduled.
- c) 19/036- Historic Well, update on progress from Cllr Faull- Cllr Budden reported meeting had been scheduled for 10am 26th May c/f.
- d) 19/052 – Bee-Eco, areas marked where planting would be considered and forwarded to Bee-Eco for price c/f.
- e) 19/076- War Shrine, Letter Bug instructed to carry out restoration c/f.
- f) 19/077- Highways Schemes, update from Cllr Egerton how S106 can be accessed.
Cllr Egerton stated the Parish Council would need to consider the schemes it would like to take forward and then he would arrange a meeting with Highways. Cllr Budden will bring back a scheme to the next meeting for the multi-use trail to Tresillian.
- g) 19/078- Car Park quotes, 3 quotes requested waiting for replies c/f.
- h) 19/081- Kissing gate fence post repaired.
- i) 19/102-Playing field leak fixed.

19/098 Cornwall Councillor's report to Council.

Written report circulated by Cllr Egerton.

Annual Cornwall Council meeting to take place on 21st May.

Geothermal project at United Downs progressing; drilling to 5km and initial tests results are looking positive.

Locally, the recycling facility new contract has been awarded. Work is yet to restart.

19/099 Police Report.

Report circulated with meeting papers regarding Roads Policing Teams who have carried out operations in Truro, Roseland and Perranporth- noted.

19/100 Parish Council Insurance- to review Insurance against Asset Register and approve renewal.

Asset Register circulated with meeting papers. Asset Register reviewed to insure assets are adequately insured.

Proposal by Cllr Deards to approve renewal as insurance amounts are adequate and request a quote for insuring MUGA for damage, seconded Cllr Maskill, carried.

The above was duly **resolved**.

19/101 To receive Internal Audit Report, email copy sent to members, bound copy to be presented at the Meeting.

Proposal by Cllr Deards to note Internal Audit Report, no issues raised,

seconded Cllr Gillard, carried.
The above was duly **resolved**.

19/102 Playing Field water meter- update on situation and to consider making grant, if necessary, and approve assoc. expenditure.

The pavilion is a Parish Council Asset. The Parish Council installed a new water pipe approx. 5 years ago. It has been proved that the leak is in the field.

Several quotes received and contractors met on site. Due to the leak being relatively small there is no evidence of it in the field.

Quotes (all for find and fix):

R & D £1075 per day, Pipeworx Ltd £620 per day, Duchy Water £440 per day to find, £280 for repair, RDS not quoted as they do not find leaks just repair, JC Webb £620 per day, he has also stated if we are confident we know where the joints are he will just dig the joints and won't waste time putting a trace wire down, as the trace wire will just help find the joints but won't show if they are leaking. He is hoping this can be achieved in half a day.

Proposal by Cllr Deards to approve JC Webb quote of £620 per day, seconded Cllr Maskill, carried.

The above was duly **resolved**.

19/103 Village Hall- update report.

Cllr Gillard left the room, Cllr Budden took the Chair.

Clerk read out letter from new Chairperson. Cllr Goldsworthy raised concerns regarding the monthly report. The Vice-Chair stated it was important for the reps to give a monthly report, as the Chairman had stated earlier, reps are not only on the organisations to be an active member but also there to report back any concerns or issues we should be aware of as Custodian Trustees.

Cllr Goldsworthy ran through the monthly report, request for a grant to over insurance included of £928.59.

Cllrs Goldsworthy & Maskill left the room.

Proposal by Cllr Deards to approve the grant request as it had already been budgeted for, seconded Cllr Dalton, carried.

The above was duly **resolved**.

19/104 To adopt Parish Council Annual Report, as presented at the Annual Meeting of Parishioners.

Proposal by Cllr Deards to adopt the Annual Report, seconded Cllr Dalton, carried.

The above was duly **resolved**.

19/105 WW1- to consider solar up lighting quotes

3 quotes circulated with meeting papers.

Cllr Budden explained the various quotes.

Proposal by Cllr Budden to purchase FL81 Solar LED mini spot light system at £589.99 plus VAT and metal enclosure at £42.88 plus VAT, he will then get permission from Highways for erection, Clerk to obtain quote for pole from SSE, seconded Cllr Goldsworthy, carried.

The above was duly **resolved**.

19/106 Risk Assessments- to note play area risk assessments for April, and to approve any remedial actions (if any) to note new pedals purchased for roundabout as they had split.

Proposal by Cllr Deards to note the report and new pedals purchased and Clerk to obtain quotes for MUGA repair, seconded Cllr Gillard, carried.

The above was duly **resolved**.

19/107 Public Toilet- metal door needs replacing, bottom has rusted, to consider along with repainting inside as paint peeling, to approve assoc. expenditure (if any).

Proposal by Cllr Budden to defer to next meeting to allow members to look at the public toilets, Clerk to obtain quotes to replace the toilet door, seconded Cllr Dalton, carried.

The above was duly **resolved**.

19/108 Foul drainage at Gwell-an-Nans, entering river- Cllr Goldsworthy to report.

Cllr Goldsworthy reported a surface water pipe to the back of his neighbour's property is discharging foul water into the river. Cllr Deards & Cllr Goldsworthy have looked at the pipe, and SWW have been trying to find the source of the pollution. The Environment Agency have been involved. Cllr Egerton stated he had also been involved and Environmental Health will be carrying out a letter drop around The Square as it would appear that is where it is coming from. The Chairman stated he had also looked at the area.

It was agreed to leave as a matter arising for update report.

19/109 Boundary Review- to consider correspondence received from St Clement Parish Council.

St Clement PC require a meeting with Probus to discuss the boundary.

Grampound Parish have already submitted their response requesting a change, as previously reported, their response includes Penbetha, Fal Valley Pets, The Coal Yard and Pengarth.

Proposal by Cllr Gillard, himself and Cllr Budden are delegated to meet with St Clement PC to discuss the boundary, seconded Cllr Blayney

The above was duly **resolved**.

19/110 Report from Highway Engagement Session, Cllr Gillard & Clerk.

The Chairman reported on the session attended by himself and the Clerk.

19/111 Council access to Cornwall Council Interactive Mapping- update Cllr Gillard.

The Chairman reported he had emailed out access passwords to all Councillors.

19/112 Finance.

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

Payments schedule circulated to members totalling £6,612.49 for May, monthly

forecast sheet against projected and expenditure to budget.

DD- 28 Apr	EDF- Toilets	£11.00
DD- 28 Apr	EDF- MUGA	£27.00
2545	The Letter Bug- part payment re War Shrine	£350.00
2546	Probus Playing Field- part grant	£800.00
2547	SWW- toilets	£19.55
2548	Probus Village Hall- rent	£15.00
2549	Grass cutting	£720.00
2550	Play inspections	£175.00
2551	Aalgaard Renshaw- Internal Audit	£360.00
2552	Phone & postage / compost/pedals	£81.10
2553	Playsafety Ltd- Annual Inspection	£115.80
2554	NALC- LCR subscription	£17.00
2555	Came & Co- Insurance	£1,398.45
2556	Probus Village Hall -grant	£928.59
2557	Probus Playing Field- part grant	£178.59
2558-2560	Staff salaries, expenses & pension	£1,375.41
2561	Monkey Puzzle Retro Art- WW1	£40.00
	TOTAL	£6,612.49

Proposal by Cllr Blayney to approve all payments, seconded Cllr Deards, carried.
The above was duly **resolved**.

19/113 Correspondence

- a) Public Space Protection Orders- Renewal of existing dogs on beaches restrictions; views required- delegated to Cllr Goldsworthy to bring back to the next meeting for approval.
- b) St Clement NDP- Reg 14 consultation (circ. via email), docs available <https://stclementplan.wordpress.com/>- noted.
- c) VE DAY 75th Anniversary 8th May 2020- to place on next agenda.
- d) Litter picking query- Cllr Budden reported the boards were £350; to place on next agenda.

19/114 Items for the Next Agenda

- VE Day
- Litter picking board
- Cheque signatories
- Trelawney Garden Centre update.

19/115 It was agreed the next Meeting of the Parish Council will be 17th June 2019 7.30pm in the Village Hall.

The meeting closed at 9.40pm.

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