

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 20th November 2017 in the Probus Village Hall commencing at 7.30pm.

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

17/211 Apologies for Absence.

None

17/212 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 Champion & Hull declared a non-pecuniary interest in Playing Field (committee member).

17/213 Public Participation

No public present.

17/214 To confirm the minutes of the meeting of 16th October 2017.

The minutes of the ordinary meeting held on 16th October 2017 were declared as correct by Councillor Deards and seconded by Councillor Sutherland, all agreed; the Chairman signed them as a correct record.

17/215 Matters Arising

- a) 17/157- Clock- reported problem to clock man, clock working.
- b) 17/175- Cemetery tree removal and replacement fencing completed, Cllr Champion topped up most graves few to complete.
- c) 17/180- streetlights- authorised 2 communication devices and returned maintenance contract, SEC starting adoption process will update in a few weeks.
- d) 17/196- Playing Field Constitution agreed and sent to Charity Commission, Clerk received confirmation from the Charity Commission they had received the revised constitution therefore grant issued as minute 17/171.
- e) 17/199- Village Hall car park signs-signs ordered; 4 received 2 outstanding, once received all signs to be installed.
- f) 17/202 – Cllr Budden updated on footpath walked, Cllrs Gillard & Champion to complete rest and report back to next meeting.
- g) 17/203- Business Rates on Cemetery- VRO informed waiting for bill.
- h) 17/197- Holy Well restoration- no quotes received to date, although 3 builders requested to quote.

17/216 Cornwall Councillor's report to Council

Cllr Egerton provided a written report. Cornwall Council are still working on the budget, there is a large shortfall. In order to improve the Council's finances in the long term Cornwall Council are considering developing housing sites. Waste collection contract is currently under review and the recommendations are likely to be fortnightly rubbish collection with weekly recycling and food waste. Locally the Exhibition Fund is open for the next round of applications and the AGM is 7th December.

17/217 Police Report .

No report received.

17/218 Village Hall- update report.

Cllr Blayney reported bookings were going well. The caretaker's cupboard building work is slightly delayed due to building regs. The Village Hall Committee wrote to Wainhomes for a grant but were informed there was no money available as the Parish Council had the 'Community Grant' for grass cutting. Letting Secretary vacancy is hopefully filled.

17/219 Playing Field- update report.

The Clerk has received minutes of the EGM approving the new constitution. No other issues with the Playing Field although the SOS to builders to help repair the mower shed doors has gone unanswered, so far. Thank you to the Parish Council for grant cheque.

17/220 WW1 A Nation's Tribute- to discuss possible commemorative actions to coincide with beacon lighting and approve assoc. expenditure (if any).

Cllr Champion produced photographs of the Beacon for members' information. The Playing Field Committee have requested the Beacon is positioned at the bottom of the field away from the car park, Cllr Champion has found a volunteer to dig the hole nearer the time.

Clerk reported a volunteer had come forward offering to do research into WW1 servicemen, 1 other respondent happy to join a working party.

Cllrs Champion & Hull offered to speak to research volunteer, agreed.

Cllr Sutherland to forward the Clerk the name of the bugler who played at this Remembrance Service to see if she is available for the Beacon Lighting, to play at 6.55pm.

Cllr Champion report Mr Arthur has a granite slab he is happy to donate to the Parish Council; the Parish Council would need to be responsible for fitting and providing a brass plaque and also installing into the Village. The quote from Mr Kessell to supply and install at £1,700. Discussion took place regarding preference. Members agreed it would be preferable to install ourselves if we could find the necessary expertise. Query raised regarding quality of granite.

Cllr Champion to put together an action plan and report back to the next meeting, Cllrs Sutherland, Budden and Deards volunteered to assist if needed.

Cllr Champion stated he would also like a Remembrance Seat by the Granite

Slab, this would be £700 approx.

17/221 Play Area- to review quotes received which include replacing equipment highlighted in the Annual Inspection and commemorative piece for WW1.

Clerk circulated initial plans received from 4 providers for different ideas to commemorate WW1, included in the quote is the replacement of swings and climbing frame, as highlighted in the Annual Inspection, as it would be cost effective to carry out all play ground work at the same time. Some quotes are still outstanding.

To re-agenda for next month with a comparison sheet.

17/222 Risk Assessments- to note clear assessments for Play Area for October.

Proposal by Cllr Gillard to note clear risk assessments, seconded Cllr Deards, carried.

The above was duly **resolved**.

17/223 Playing Field Hedge- Western Power will not cut as it is a BT cable, if the Parish Council decide to cut we will need planning permission and a road closure, to resolve action and approve any assoc. expenditure.

Discussion took place.

Proposal by Cllr Gillard to submit a Planning Application for tree works, seconded Cllr Budden, carried.

The above was duly **resolved**.

Cllr Gillard volunteered to assist the Clerk.

17/224 Valuation of buildings & equipment- report received from Phillip Martin, valuation of pavilion £100,000 and toilets £30,000- to review updated Asset Register.

Proposal by Cllr Blayney to approve and note the updated Asset Register, seconded Cllr Deards, carried.

The above was duly **resolved**.

17/225 Speed sign- to consider various options and approve assoc. expenditure.

The Chairman circulated a comparison sheet, 4 quotes received. The Chairman explained the data and research on speed signs. The Parish Council requires a movable speed sign which logs the data. The Chairman stated the Parish Council would need a 'Speed Guardian' to ensure the sign is working, battery charged and to download the data. Query raised whether the data would be logged if the sign was switched off, as this could give a different picture of the speed problem.

It was **agreed** not to have a solar panel as this would make it difficult to move but to have a lithium battery.

Proposal by Cllr Budden to delegate the Chairman & the Clerk a maximum budget of £3,500 excl. VAT with the preferred choice SWARCO, and to bring back to the December meeting specifications before purchase, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

- 17/226 Bus Shelter repairs, to review quotes and approve assoc. expenditure.**
3 quotes received and read to members.
Proposal by Cllr Champion to accept the NS Builders quote of £762 + VAT for brown pvc, seconded Cllr Hull, carried.
The above was duly **resolved**.
- 17/227 Parish Council Action Plan- to rearrange Working Group Meeting.**
It was **agreed** to defer at the present time and to place on June 2018 agenda.
- 17/228 Playing Field Boundary Fence – to acknowledge emails (circ. via email) received and ratify painting shed roof with anti-climb paint & removal of wire mesh fence, to approve any assoc. expenditure.**
Clerk reported the £75 goodwill payment had been requested from the Playing Field Committee and posted to the owner.
The additional scaffold poles and ball stop netting has been installed today, although unsure if the anti-climb paint and removal of wire mesh fence has taken place.
Proposal by Cllr Budden to note emails, ratify actions and approve assoc. expenditure, seconded Cllr Hull, carried.
The above was duly **resolved**.
- 17/229 To consider Grant Policy and resolve Adoption**
Draft Grant Policy circulated with the agenda.
Proposal by Cllr Dalton to adopt the Grant Policy as written, seconded Cllr Deards, carried.
The above was duly **resolved**.
- 17/230 To note dates of Meetings for 2018**
Dates circulated with the agenda- noted.
- 17/234 Exhibition Fund- to appoint Parish Council Rep. following Tim Dart's resignation, (Cllr Deards has volunteered).**
Proposal by Cllr Champion to appoint Cllr Deards as Exhibition Fund Rep. for the Parish Council, seconded Cllr Blayney, unanimous.
The above was duly **resolved**.
- 17/235 Litter bins in The Square- to consider placing a bin in Cornwall Council owned bus shelter (Cllr Dalton).**
Cllr Dalton explained that as passengers get on to the bus they leave their rubbish in the bus shelter. He has spoken to the owners of Culham and they would also welcome a bin as they also have rubbish put into their garden. It could be fixed to a post on the shelter.
Proposal by Cllr Sutherland to purchase and install a litter bin in the bus shelter up to a value of £300, seconded Cllr Budden, unanimous.
The above was **resolved**.

17/236 Finance.

- a) To receive the financial statement of accounts for the year to date & to approve payments.
Payments schedule circulated to members totalling £5077.34 for November, monthly forecast sheet circulated.
Proposal by Cllr Sutherland to approve all payments, seconded Cllr Deards, carried.
The above was duly **resolved**.
- b) To note minutes from Finance Committee and approve recommendations.
Circulated with the agenda
Recommendations:
Toilet cleaner salary £235 per month from 1st April 2018.
Handyman's salary increased to £10 per hour from 1st April 2018.
Annual Car Park Permit £105 from 1st April 2018.
No change to MUGA floodlight fees.
Cemetery fees as amended from 1st April 2018.
Proposal by Cllr Sutherland to approve recommendations as written, seconded Cllr Champion, unanimous.
The above was duly **resolved**.
- c) To set Precept for 2018/19
Recommendation from Finance Committee Precept is set at £47,041.61.
Cllr Budden stated he was disappointed the defibrillators were not on the budget nor did it appear they were discussed at the Finance Meeting.
This was an oversight and it was realised once the meeting had closed, but all Cllrs were still present. It was **agreed** to fund out of General Reserves, to save re-opening the meeting and re-adjusting the budget.
Cllr Budden clarified the 'Roseland Group' would organise any repairs and invoice the Parish Council.
Proposal by Cllr Sutherland to approve the **recommendation** and set the Precept at £47,041.61, seconded Cllr Champion, carried.
The above was duly **resolved**.
It was **noted and ratified** that any potential defibrillator costs would be met from General Reserves.

17/237 Correspondence

- a) Resident re skate ramp noise
Email circulated with the agenda.
Discussion took place. The equipment was installed 17 years ago and refurbished within the last 4 years.
Proposal by Cllr Budden the Chairman meets with the complainants, seconded Cllr Hull, unanimous.
The above was duly **resolved**.
- b) CALC Newsletter – Oct
Circulated with the agenda- noted.
- c) Street Trading Licence request- layby between Probus and Grampound.
Proposal by Cllr Champion not to object but to recommend litter is removed

and portable toilet provided, seconded Cllr Blayney, carried.

The above was duly **resolved**.

d) Cornwall Legal re SLA & fixed price transactions- noted.

e) Wainhomes- re scheduling a meeting with Parish Council regarding a potential Phase 2.

Letter circ. with the agenda.

Cllr Deards queried whether it would be possible for the Parish Council to request land for another Playing Field. Cllr Budden stated he did not feel that approval of Phase 2 was assured. Cllr Egerton stated that at the moment Wainhomes may not get planning permission for Phase 2 but that was in the current climate, and if they waited for a few years it could possibly be granted. Cllr Sutherland felt it was worth having a meeting to see what is available for the Village.

It would need to be an open minded discussion which would not pre-determine the Parish Council.

The Chairman stated he would be happy to meet with them to discuss how they would wish to engage, not the content.

Cllr Budden felt the Parish Councillors first needed to understand what was important to the residents before any discussion with Wainhomes.

Proposal by Cllr Gillard an item is placed in the magazine inviting residents to the February meeting to find out what is important to them before any meeting with Wainhomes and reply to Wainhomes informing them of the Parish Council's decision, seconded Cllr Budden, carried.

The above was duly **resolved**.

f) Cornwall Council Winter Wellbeing info- noted.

g) EDF price rises- noted; Clerk to compare prices with other providers.

17/238 To seal Exclusive Right of Burial.

Proposal by Cllr Deards ERB 31 is sealed, seconded Cllr Blayney, carried.

The above was duly **resolved**.

17/239 Items for the Next Agenda

- Holy Well refurbishment
- Cardiac Arrest Training
- Councillor Vacancy
- Electricity Prices

17/240 It was agreed the next Ordinary Meeting of the Parish Council will be 18th December 2017 7.30pm in the Village Hall

The meeting closed at 9.50pm.

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