

# 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 21<sup>st</sup> March 2016 in the Probus Village Hall commencing at 7.40pm.**

**Members Present:** Cllrs Williams, Champion, Sutherland, Deards, Dart, Blayney, Russell & Gillard.  
Cornwall Cllr Egerton.

### **16/043 Apologies for Absence.**

Cllrs Jones & Rogers.

### **16/044 Co-option of Cllr - 2 vacancies 1 application**

Application received from Mr Nicholas Gillard.

Proposal by Cllr Champion to co-opt Mr Gillard to Probus Parish Council, seconded Cllr Blayney, unanimous.

The above was duly **resolved**.

Cllr Gillard invited to join the Cllrs.

### **16/045 To receive Declaration of Acceptance of Office.**

The Clerk received Cllr Gillard's Declaration of Acceptance of Office.

Register of Interest form to be returned to the Clerk within 28 days.

### **16/046 Declarations of Interests Register both Pecuniary & Non-pecuniary under the Code of Conduct & to issue Dispensations if required.**

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

Cllrs Sutherland & Deards declared a non-pecuniary interest in the Playing Field (committee members).

### **16/047 Public Participation**

No issues to raise

### **16/048 To confirm the minutes of the meeting of 22<sup>nd</sup> February 2016.**

The minutes of the ordinary meeting held on 22<sup>nd</sup> February 2016 was declared as correct by Councillor Sutherland and seconded by Councillor Dart all agreed; the Chairman signed them as a correct record.

### **16/049 Matters Arising**

a) 16/034 – Bus shelter

Clerk confirmed installer will not check the area until an order is placed, therefore grant application has been submitted. To re-agenda when a reply from grant provider is received.

- b) 16/038- Payroll software.  
Clerk confirmed the cheque is on the list of payments for this meeting.

**16/050 To receive the financial statement of accounts for the year to date and approve payments.**

Clerk produced outgoing for March 2016 totalling £3857.60.

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

The above was duly **resolved**.

Appendix 1 signed by Chairman as a correct record. Monthly budget figures produced with up to date balance and internal control checks up to date.

Clerk reported the invoice from SSE for streetlight repairs carried out at the end of last year has not been received; recommend to members the £4,000 is placed in ear-marked funds as it has been budgeted for in this financial year.

Proposal by Cllr Deards to approve earmarked reserves, currently £39,954.42, seconded Cllr Blayney, carried.

The above was duly **resolved**.

**16/051 Police report to Council**

January report- 6 calls to the police with 3 crimes recorded; 1 assault, 1 criminal damage & 1 use of abusive words or behaviour.

February report- 14 calls to the police, 4 of these were road related, 2 concern with welfare and 8 other calls. 4 crimes recorded; 3 x criminal damage & 1 theft.

**16/052 Cornwall Councillor's report to Council**

Cllr Egerton reported Cornwall Council budget has been agreed. No issues raised.

**16/053 Village Hall- update report**

Cllr Sutherland reported £4,699 in the bank account and lettings are good.

Roof has been repaired which caused a leak in the committee room, committee room to be re-decorated.

Village Hall AGM is 11<sup>th</sup> May 7pm.

Cllr Dart queried PV panels and progress; Cllr Blayney stated the Village Hall would need to take out a loan of £15,000 and the Committee is not confident this is the best way forward. Cllr Blayney stated the Committee would request the Parish Council's input. The constitution states the Parish Council has no involvement with the management of the Hall.

Regarding the unincorporated status the constitution will need to be checked to see if it is possible to change the status, Clerk provided documents to Cllr Blayney. Clerk has phoned several Village Halls in the vicinity and they have included Trustee Indemnity on their insurance to ensure the liability of Committee members is no more than £1; Cllr Blayney to check if this is on Probus Village Hall's insurance.

**16/054 Open Space Fore Street- update on registration.**

Clerk updated members on the situation; Cornwall Council have raised objections to the registering of the land, stating it is Highways. Documents were then given to the solicitor, a letter dated 2006 stating Cornwall Council does not own the land and the Agency Agreement maps showing Highway verges, this area is not included. Cllr Egerton has spoken to Viv Bidgood, who was not aware of the situation. Subsequent reply received from Peter Tatlow confirming the area is non-maintainable Highway verge; Cllr Egerton to speak with Peter Tatlow and to report back.

**16/055 Report from SLCC Conference**

Written report circulated – noted.

Cllr Dart queried the need to record volunteers and the NDP working party.

Clerk confirmed all volunteers must be recorded to ensure they are covered by PC insurance; Cllrs and employees are covered automatically.

**16/056 Request to attend contract, tenders & quotes training (£145 each)**

Clerk reported she would like to attend the training as new legislation is in place meaning tenders must be advertised on 'Find a contract' website.

Proposal by Cllr Sutherland to approve training for the Clerk & Chairman, seconded Cllr Blayney, carried.

The above was duly **resolved**.

**16/057 Playing Field- update report.**

Nothing to report.

**16/058 Investment Strategy – Annual Review**

Investment Strategy circulated with the agenda.

Proposal by Cllr Dart the Investment Strategy Review completed and approved for a further year, seconded Cllr Deards, carried.

The above was duly **resolved**.

**16/059 Report from Interim Internal Audit**

Report circulated with the agenda- noted.

**16/060 External Audit- to resolve to stay in the External Audit**

Clerk reported a new panel has been set up, after the Audit Commission was disbanded, and they will appoint the Parish Council's External Auditor. If the Parish Council wishes to opt out it would need to set up its own panel which would then appoint an External Auditor. At a recent SLCC branch meeting it was reported there was no reason to opt out.

Proposal by Cllr Blayney not to opt out, seconded Cllr Dart, carried.

The above was duly **resolved**.

**16/061 CEP- report from recent Open Day.**

No feedback received; Clerk to invite CEP to attend the next Parish Council

meeting to feedback results.

**16/062 Water Pumps**

Clerk reported she has forwarded photographs of the 2 water pumps to a foundry. Reply received requesting further photographs with dimensions of top required. If the foundry can use the top from one pump to cast a new top for the other it will cost approx. £100. If we cannot use the existing top it will cost approx. £500. Clerk was not sure if the tops were compatible as they are from different manufacturers.

Cllr Champion volunteered to remove the top to see if it will fit.

Proposal by Cllr Dart to authorise expenditure up to £150 to resolve the situation, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

**16/063 Bosnoweth Open Spaces- query ball games**

Cllr Sutherland stated he felt there was a sign on the Open Space in Bosnoweth with the railings stating 'No Ball Games' although it has now gone.

This Open Space was one of three which was transferred to the Parish Council.

*Cllr Sutherland declared a pecuniary interest and left the room.*

Discussion took place regarding policing the area and current use.

Proposal by Cllr Russell not to erect a sign stating 'No Ball Games' seconded Cllr Deards, carried with 1 abstention.

The above was duly **resolved**.

*Cllr Sutherland re-entered the room.*

**16/064 Correspondence**

a. Police Engagement; states for smaller Councils the local policing team should attend a meeting once a year, ideally the Annual Meeting; Clerk to invite - noted.

**16/065 Items for the Next Agenda**

- Village Hall.
- Playing Field.
- Water Pumps
- Bus Shelter Fore Street
- CEP- report back on Open Day

**16/066 It was agreed the next Ordinary Meeting of the Parish Council will be 18<sup>th</sup> April 2016 7.30pm in the Village Hall.**

The meeting closed at 9.00pm.

**Chairman..... Date.....**