

# PROBUS PARISH COUNCIL

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## **Minutes of the Ordinary Meeting of Probus Parish Council held on Monday 24<sup>th</sup> February 2020 in the Probus Village Hall commencing at 7.30pm.**

**Members Present:** Cllrs Gillard, Blayney, Dalton, Sutherland, Deards, Maskill, Faul & Saunders-Fern.  
Cornwall Cllr Egerton.

### **20/021 Apologies for Absence.**

Cllrs Budden & Goldsworthy.

### **20/022 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).**

Cllr Maskill declared a non-registerable interest in Village Hall & Playing Field (committee member).

Cllr Gillard declared a non-registerable interest in Village Hall (partner Chairman).

*The Chairman invoked SO 1a and altered the order of the agenda, **agreed.***

### **20/023 Neighbourhood Development Plan- reports from invited Officer and Cllr regarding NDP; for consideration under Agenda Item.**

Emma Ball from Cornwall Council and Cornwall Cllr Dick Cole present to give insight into preparing a NDP.

Ms Ball explained that NDPs set out planning policies for the local area, it is community driven. It can't conflict with National and Cornwall policy.

Ms Ball stated you could have a development boundary, with exception sites outside, policies regarding design, safeguard green space, and identify community projects. Need robust evidence basis backed up with consultation.

It is not to stop development but to set policies for the area.

Initially need to consult to find out the main issues, once decided on objectives to consult again to prepare a draft plan, this is then consulted on again before it goes through examination and referendum.

Cornwall Council can advise through the process and they also hold surgeries.

Up to £9,000 funding available from Locality to help with production costs.

Cllr Cole from St Enoder Parish Council, stated he feels all Parishes should have a NDP, and it can be as complicated as you like. It is not a small job. St Enoder Parish Council set up a steering group which was made up of all Parish Councillors, Cllr Cole took the lead but it was a collective work. Starting point was Parish Plan, with a large consultation document hand delivered to each household. CRCC did results, then did a Direction of Travel, which the Parish Council used to produce a plan. There were meetings in Village Halls but not many residents turned out. It did take St Enoder Parish Council longer than necessary due to other commitments, he recommended a strong lead.

Chairman thanked Ms Ball and Cllr Cole for attending, and asked members if they had any questions.

Cllr Faull asked around design of housing, Ms Ball stated it was dependant on consultation response, Cllr Cole stated you would need a character assessment as what is appropriate in The Square may not be appropriate for outskirts.

The Parish Councillors in St Enoder were happy to come on board due to someone taking the lead. Engagement events really need to be tied into other events to help with footfall. Can also advertise for people with certain skills.

**20/024 Neighbourhood Development Plan- to consider and resolve progressing, if progressing to consider Steering Group and Terms of Reference.**

Draft Terms of Reference circulated with January 2020 papers.

Cllr Faull stated it felt like a nice idea. It was noted previous work on this would now be out of date so would need to start again.

Chairman stated this would be a plan for the future, up to 2030, not just housing.

Cllr Maskill felt it would be difficult to motivate residents into a steering group as there is a high level of commitment. Need to demonstrate that you have tried to engage with 100%, in St Enoder Parish approx. 30% responded. There are policies in already adopted plans which can be copied.

Proposal by Cllr Sutherland to defer until the next meeting when hopefully a decision will be made, seconded Cllr Deards, carried.

The above was duly **resolved**.

Cllr Cole & Ms Ball thanked for attending.

**20/025 Public Participation.**

Resident stated she knew someone who had some experience of NDPs, and would pass their details to the Chairman.

The Playing Field, Play Area and Bowling Club is a dog free zone. Resident stated Public Right of Way in the Playing Field. The Chairman clarified it is not a designated Public of Right of Way but a designated open space under King George V Playing Field Trust, at the moment it is Parish Council protocol that it is a no dog area.

Query regarding if the Dog Warden has statistics if dog excrement is increasing. Also query if dog bags can be provided, resident stated in Canada they have the bags with the dog bins.

Drainage outside of Cherry Taylor's house is overgrown, it has been reported on Cornwall Council website, Clerk to report again.

**20/026 Police report.**

Police report for December 2019; 3 crimes recorded, 1 anti-social behaviour Tregony Road, 1 public order/violence Chapel Street and 1 shoplifting High Street.

**20/027 To confirm the minutes of the meeting of 20<sup>th</sup> January 2020.**

The minutes of the ordinary meeting held on 20<sup>th</sup> January 2020 were declared as correct by Councillor Deards and seconded by Councillor Sutherland, all

agreed; the Chairman signed them as a correct record.  
The above was duly **resolved**.

#### **20/028 Matters Arising**

- a) 19/036- Historic Well, Cllr Faull is meeting with contractor at the weekend, although is busy until the summer. Chairman stated it would probably be beneficial to schedule in for October after nesting.
- b) 19/128- Car park painting waiting for date (weather dependent) & update on repair of pot holes, to try and schedule in for March.
- c) 19/185 – Bee-Eco; work ongoing.
- d) 19/189-Stream pollution; plain English fact sheet delivered to houses from Farm Shop to Amelia Close
- e) 19/215- Update regarding repair to Site Office following damage, contractors coming on 25<sup>th</sup> February to fit replacement shutters.
- f) 19/234- FPN training, no new date set for training at the present time.
- g) 19/242- Bin replacement by WI seat- bin fitted.
- h) 20/014- Shelving for toilets received and fitted.
- i) 20/016- Gwell-an-Nans to Village Hall footpath cut on 17<sup>th</sup> February 2020. To review again in October.

#### **20/029 Cornwall Councillor's report to Council.**

Written report circulated, available in file copy.

Cornwall Council budget to Full Council tomorrow expected 3.99% increase.

Climate change DPD now starting, Cabinet will be considering in March.

Locally, Wainhomes phase 2 to central planning on 16<sup>th</sup> March.

Community Governance Review out to public consultation.

Tredinnick Quarry still to be determined, expect application to be withdrawn.

Grampound Doctors Surgery proposed to be closed which will have an effect on Probus. Chairman stated he would write to the practice asking for a statement of their intent.

Query regarding new bus contract- there will be new buses on the subsidised routes.

#### **20/030 Finance.**

- a) To receive the financial statement of accounts for the year to date, budget sheet and to approve payments.  
Payments schedule circulated to members totalling £4,104.51 for February, monthly forecast sheet against projected and expenditure to budget.

DD- 28 Jan	EDF- Toilets	£10.00
DD- 28 Jan	EDF- MUGA	£34.00
2675	Big Dug Ltd- shelving for toilets	£376.80
2676	Broxap- litter bin	£367.14
2677	Play inspections & repairs	£140.00
2678	Probus Village Hall- rent	£135.00
2679	Kernowek Gardeners Ltd- grass cutting	£720.00

2680	SWW- toilets	£19.28
2682	Time Too Café- PO session	£75.00
2683	SA Crewes- repair toilet lock	£40.00
2684	Clearflow- blocked toilet	£90.00
2685	CIS- black bags & mop	£92.46
2686	TP Tree Services- hedge & car park	£480.00
2687	phone & postage	£59.63
2688-2690	Staff salaries, expenses & pension	£1,333.21
2691	SLCC- membership	£127.00
2692	Mr G Brunsdan- refund for sundry item	£4.99
	<b>TOTAL</b>	<b>£4,104.51</b>

Proposal by Cllr Faull to approve all payments, seconded Cllr Blayney, carried. The above was duly **resolved**. Expenditure to budget, bank reconciliation and monthly forecast noted.

- b) To consider and resolve bacs payments, to approve Cllrs internet access. Proposal by Cllr Deards , to approve bacs payments to authorise Cllrs Gillard, Deards, Blayney, Maskill internet access, seconded Cllr Blayney, carried. The above was duly **resolved**.
- c) Request from magazine for Grant (PC budgeted £500 in 1st April 2020 budget) to consider grant and to consider deferring payment until after 1st April, to resolve as appropriate. Proposal by Cllr Sutherland to approve £500 grant to Probus News and defer payment until after 1<sup>st</sup> April, seconded Cllr Deards, carried. The above was duly **resolved**.
- d) Internal Control check Qtr 3- to note completed with Bank accounts and VAT return checked. Cllr Dalton reported Qtr3 Internal Control checks completed, no issues.

#### **20/031 Village Hall- update report.**

Written report circulated prior to the meeting.

Cllr Goldsworthy and Cllr Maskill attended the Village Hall committee meeting held on 12<sup>th</sup> February 2020.

There have been two instances of vandalism to the outside of the hall which has resulted in irreparable damage to the motion sensor and the associated lack of lighting outside the main door. This is being addressed, felt CCTV would be beneficial.

The Treasurer reported that the income for the year ended 31 January 2020 was £17,663.59. Expenditure for the year totalled £15,450.20 which resulted in a surplus of £2,213.39 for the year.

#### **20/032 Playing Field- update report.**

No update, will be a meeting in March. Lock broke on the door, therefore new

keys will need to be issued. Cllr Maskill to check with Mr Smith.

**20/033 Risk Assessments- to note play area risk assessments for January, to consider and resolve, approve assoc. expenditure (if any).**

No issues- noted.

**20/034 Highway Issues- to consider any issues and update from Cllr Budden on feasibility study and Cllr Gillard on site meeting; to consider and resolve, to approve any assoc. expenditure (if any).**

Cllr Budden reported no update from Highways.

Cllr Gillard & the Clerk attended a site meeting with members of Cormac on 10<sup>th</sup> February, they walked length and breadth of Village to show them the current access routes. It was a very helpful meeting, although the multi-use trail was not discussed, as this was self-explanatory, but it did raise the awareness of the number of cut throughs already available.

**20/035 Climate Emergency- ideas from Working Group for consideration, to resolve actions (if any) and approve any assoc. expenditure. To consider offer from resident to clean cobbles.**

Written report circulated prior to the meeting.

Cllr Dalton stated he had met with Cllr Deards and they felt that the Parish Council could support residents to undertake their own actions. Looking for volunteers who wish carry out weeding or litter-picking and we could support. Cobbles are Church property, agree for volunteer to clean.

Cllrs Deards & Dalton to return to the next meeting with recommendation on what should be purchased.

**20/036 Signage for Village- report back from Cllr Gillard, to consider and resolve, to approve assoc. expenditure (if any).**

Defer to next meeting.

**20/037 Probus Temporary Post Office- to consider and resolve extending the funding until new permanent Post Office is opened in the petrol station, to approve assoc. expenditure (if any).**

Proposal by Cllr Gillard to approve funding of temporary Post Office (Village Hall rent) until the new Post Office is open in the garage, estimate May/June 2020, seconded Cllr Faull, carried.

The above was duly **resolved**.

Complaints regarding no Post Box in the centre of the Village, Clerk to report to Royal Mail.

**20/038 Weeds in drains- complaint regarding weeds in drains outside of Cherry Taylor's house.**

This has previously been reported to Cornwall Council via the Report It page, although no action has been taken, report again.

**20/039 Correspondence**

- a) Probus VE Day- update from Committee on plans; circulated with meeting papers- noted, also have requested use of beacon, members agree.
- b) Request for seats in bus shelters- to consider and if appropriate to resolve to place on a further agenda to consider quotes circulated with meeting papers. To investigate possible seating and costs, Cllr Maskill to investigate.
- c) Invite to Tour of Britain Community Briefing- to note Tour is not passing through Probus; circulated with meeting papers- noted.

**20/040 To co-opt against Casual Vacancy 1 and receive Declaration of Acceptance of Office.**

*It was noted applicant had already left the meeting.*

1 application received.

Proposal by Cllr Gillard to exclude members of the Press and Public from the meeting on the grounds that it involves the likely disclosure of exempt information as defined in the Public Bodies (Admission to Meetings Act 1960) as extended by Section 100 of the LGA 1972 whilst discussion took place, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

*Members of the public left the meeting.*

Discussion took place, regarding the difference in opinion with the Parish Council on policy around the playing field and dogs.

*Members of the public invited back in.*

Proposal by Cllr Gillard to invite Ian Tofts to return to the next meeting and defer decision to the next meeting, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

Proposal by Cllr Gillard Parish Council to start working on a Policy for co-opting against Casual Vacancy, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

**20/041 Items for the Next Agenda**

- CCTV upgrade (obtaining quotes)
- Bus Shelter refurbishment (June Agenda)
- Seats for Village to include bus shelter seats (March Agenda)
- Dog excrement bags

**20/042 It was agreed the next Meeting of the Parish Council will be 16<sup>th</sup> March 2020 7.30pm in the Village Hall.**

The meeting closed at 9.50pm.

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