

PROBUS PARISH COUNCIL

Minutes of the Ordinary Meeting of Probus Parish Council held on Wednesday 16th February 2022 at 7.30pm in the Probus Village Hall

Members Present: Cllrs Sutherland (Chairman), Deards, Gillard, Maskill, Tofts, Glasson, Dalton and Saunders-Fern.

Also attending. Cllr Glasson (Cornwall Council)
J Hoskin (Locum Parish Clerk)

22/028 Apologies for absence were received from Cllrs. Faull and Goldsworthy.
Councillors agreed that a get-well card be sent to Cllr Goldsworthy.

22/029 Declarations of Interest Register both registerable and non-registerable under the Code of Conduct (to declare interests on agenda items), to issue dispensations if required and to declare gifts over £50.

Cllr Maskell and Cllr Saunders-Fern declared a non-registerable interest in the Playing Field (committee members).

Cllr Glasson declared a non-registerable interest in the Village Hall (committee member).

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

Cllr Tofts and Cllr Glasson declared an interest in the Queens Platinum Jubilee (committee members)

No gifts received.

22/030 Public Participation. There were no members of the public present.

22/031 Police Report. No report received.

22/032 To confirm the Minutes of the Ordinary Meeting held on 12th January 2022.

The minutes of the ordinary meeting held on the 12th January 2022 were declared as correct and signed by the Chairman. Proposed by Cllr Deards, seconded by Cllr Sutherland and unanimously agreed.

22/033 Matters arising (report only).

a) 22/006a – Cllr Goldsworthy to report on updating bank signatory. No update available (item carried forward).

b) 22/006b – Oak tree carved sign – completion. It was noted that the sign was completed and had been installed.

c) 22/006c – Concrete plinth removal, due to start soon. No yet removed (item carried forward).

d) 22/006d – Play Area chain-link fence – scheduled February 2022. The Chairman had received no response from his calls to the contractor. It was noted that the planned start date was mid to late February.

- e) **21/260 – Skate ramp – to schedule noise report for February 2022.** Report to be completed on the 23rd February 2022 during the school half term week when children would be using the skate ramp. Cllr Gillard had circulated a report to Councillors. Initial costs had previously been approved. It was proposed by Cllr Gillard, seconded by Cllr Sutherland and unanimously agreed that an additional £150 be authorised for the survey.

Councillors noted that a letter of complaint had been received relating to the noise from the skate ramp. A response had been sent to the EPO.

22/034 Cornwall Councillor report – Cllr Glasson has circulated her report via email. Cllr Glasson had spoken with the Cornwall Council Anti-Social Behavior Officer and the Community Safety Officer regarding incidents in the village and the complaints received. The local MP had also been approached, and the Truro sector police Inspector notified. Cllr Glasson stressed the importance of reporting incidents so evidence could be recorded.

Cllr Glasson was awaiting an update on the Tower Park Probus Homes site and will update Councillors when this information had been received.

22/035 To receive the financial statement of accounts for the year to date, budget sheet and to approve payments.

The payments schedule had been circulated to Councillors totalling £6487.09 for February 2022. Cllr Gillard proposed the accounts be paid, this was seconded by Cllr Deards and duly resolved.

BACS	Staff salaries, expenses and pension	£2520.44
BACS	M Dalby – grass cutting	£720.00
BACS	A Inglefield – play equipment inspections	£389.48
BACS	D May & Son	£122.16
BACS	Devon & Cornwall Security Ltd – CCTV repairs	£449.00
BACS	Cornwall Council – May 2021 election recharges	£255.00
DD	Cheaper Waste – commercial waste	£73.80
DD	Cheaper Waste – commercial waste	£54.36
BACS	South West Water – public toilets	£36.30
BACS	Vision ICT – email hosting	£21.60
BACS	Probus Village Hall	£16.00
BACS	Contec SW Ltd – slate chippings	£401.82
BACS	Mileage – staff meetings and councillor event	£98.91
Chq	WR Gluyas – jubilee oak tree sign	£10.00
BACS	N Gillard – reimbursement of costs for repairs to public toilets	£ 26.25
BACS	Microsoft – Office (Feb)	£11.28
BACS	N Glasson – reimbursement of costs for equipment	£ 99.67
DD	Tesco mobile – clerk phone	£13.49
BACS	M A Grigg – Jubilee garden etc	£591.53
BACS	Reach Publishing Services Ltd – Job advert	£576.00

Appointment of auditor for the 2021/2022 accounts. Councillors agreed to continue using Aalgard Renshaw to carry out the audit for the 2021/2022 accounts. Proposed by Cllr Sutherland, seconded by Cllr Deards.

22/036 Village Hall – update from Village Hall representative. Cllr Glasson had circulated a report right before the meeting.

22/037 Playing Field – update from Playing Field representatives. Report circulated. Cllr Maskell reported that a new security gate for the toilets had been ordered and was arriving this week. It was agreed to seek costs for CCTV above the outside toilet door as justification for the vandalism caused. Cllr M Maskill stated the Playing Field Committee would welcome this. It was proposed by Cllr Gillard, seconded by Cllr Saunders-Fern and unanimously agreed that the parish council incorporates a quote to add this to the existing system already on the pavilion. Cllr Glasson will action this in conjunction with the Village Hall CCTV quote.

22/038 Risk Assessments – Play Area to note risk assessment, to approve associated expenditure (if any). No reports this month. Cllr Sutherland reported the recent damage to the locking mechanism on the gates and this had occurred on three consecutive days. The locks had been removed, leaving the gates self-closing. The picket fence had been repaired.

22/039 Co-option of Councillor. To consider applications for the co-option of one Councillor. Notices had been displayed but no applications received. It was agreed to re-advertise the position; proposed by Cllr Gillard and seconded by Cllr Glasson. The Clerk will action.

22/040 Cornwall Council – S106 Sustainable Transport Consultation – feedback if available. Ongoing.

22/041 Green Working Party (PEAT) – update on progress of Churchyard. Cllr Dalton had circulated his report. The council resolved the following:-

- the planting of saplings on the field next to the car park wall; proposed by Cllr Dalton, seconded by Cllr Deards
- to stop strimming in the church grounds; proposed by Cllr Dalton, seconded by Cllr Maskill. Cllr Dalton and the Clerk will inform the contractor.
- A letter be sent to the landlord of the Hawkins Arms asking them to provide a cigarette stub receptacle. Proposed by Cllr Dalton, seconded by Cllr Maskell.
- A litter sign be installed near the Jubilee Garden on St Austell road. Proposed by Cllr Dalton, seconded by Cllr Saunders-Fern

Cllr Deards notified Councillors of the help needed for the work required on the Jubilee Gardens.

Cornwall Councillor Glasson had funded costs for litter picking equipment through the Community Chest grant. Councillors noted the amount of litter including many drinks bottles and cans, and this was particularly bad along a section of St Austell road.

The strimming work be removed from the new grass cutting contract that is due to start on the 1st June 2022.

- 22/042 Tree Planting in Play Area – to consider and resolve.** Item deferred. Cllr Deards and Cllr Dalton will bring this back to the agenda in the Autumn of 2022.
- 22/043 Porta-cabin – review of use and plans for the future. Ideas from Committee.**
Cllr Maskell, Cllr Glasson and Cllr Gillard had met via Zoom to discuss ideas for the future of the porta-cabin. The Village Hall had expressed an interest in using the cabin in conjunctions with groups using the hall. Finances would need to be found to install a hard standing base and these should be established.
- 22/044 MUGA – to note the CCTV has now been repaired. Update on the new signs. Drainage issues.** The new signs had been ordered. The CCTV had been repaired. Further details on the drainage issues will be obtained.
- 22/045 Public Toilets – leak and to report on emergency repairs.** Cllr Gillard was thanked for carrying out emergency repairs to the leak at the public toilets.
- 22/046 Grass Cutting Contract.** Discussed under Item 22/041 of this meeting. Item carried forward.
- 22/047 Create Community Orchard / Maze / Tranquil Woodland – to consider and resolve to approve any associated expenditure and confirmation on the changes required to the current tenancy.** Nothing to report. The contract between the Parish Council and the farmer needed to be changed. Legal advice will be sought. It was thought the original land registry and documents were lodged at the County Records Office. It was proposed by Cllr Sutherland, seconded by Cllr Deards and unanimously # agreed that Cllr Dalton pursues this matter.
- 22/048 Pavement weeds – feedback from the magazine article.** Six responses had been received since the publication of the article in the parish magazine all agreeing that chemical weed spraying should not be used. Cllr Dalton agreed to respond in a forthcoming edition of the magazine to confirm the parish council had agreed to cease spraying the weeds. Any concerns or complaints regarding this should be directed to the parish council via the Clerk and the council would act accordingly. Proposed by Cllr Dalton, seconded by Cllr Maskell and duly resolved. Cllr Deards reported on the excellent work carried out by the Cormac road sweeper.
- 22/049 Jubilee light and well pumps – update on contractor and work authorised.** The Chairman confirmed the contractor will carry out the work as instructed in April 2022.
- 22/050 Jubilee Gardens – to consider and approve associated expenditure (if any).**
Cllr Deards reported that three gardens had been completed and good comments had been received about the work done. It was suggested that wild flower seeds be planted at the top of Truck Hill including honeysuckle and clematis. It was proposed by Cllr Sutherland, seconded by Cllr Gillard and unanimously agreed that up to £500 be spent on plants etc. Cllr Glasson (Cornwall Council) had offered a donation of seeds / money to purchase.

Councillors agreed not to add any additional dates to the existing Jubilee slate signs.

22/051 Holy Well – to consider replacing the missing sign and approve expenditure (if any). It was proposed by Cllr Tofts, seconded by Cllr Sutherland and unanimously agreed the missing slate sign be replaced. Cllr Gillard offered to contact the company who provided the original sign.

22/052 Queens Platinum Jubilee in June 2022. Feedback from parishioners and event planning. Cllr Tofts had received no response to her emails and little interest to the communications seeking interest in the Platinum Jubilee. The village held a Golden Jubilee account that they wished to pass over to the parish council to earmark for future royal events. The amount being £2,300. The council were asked to match fund this amount should further money be required to host the jubilee celebrations this year. Some Councillors left the meeting to enable the parish council to discuss this matter Cllr Gillard (wife on Jubilee Committee), Cllr Glasson (Jubilee Committee Treasurer) and Cllr Tofts (Jubilee Committee Chairman). It was proposed by Cllr Dalton, seconded by Cllr Saunders-Fern and agreed by those remaining in the meeting that up to £2,300 be earmarked for the Jubilee, if needed.

22/053 Update from Staffing Committee. A report had been circulated by Cllr Gillard. Mrs J Hoskin had accepted the offer of Clerk / RFO and had received a contract of employment. Cllr Glasson thanked the committee for their work.

22/054 Security in Village Hall car park – to consider and resolve to approve associated expenditure (if any). Costs for CCTV and additional signage. Cllr Glasson will contact the CCTV company to obtain costs. Item carried forward.

22/055 Correspondence before dispatch of agenda.

- a) **Various emails circulated to members on receipt during month for information only** – Noted.
- b) **Urgent correspondence received after the dispatch of the agenda.** The Clerk had received an email from a resident wishing to relinquish one parking space.

22/056 Items for future Agendas.

- **Trewithen meeting – 1 footpath plus land.**
- **Tregony View open space (end of 2022)**
- **NDP – when appropriate**
- **Facebook**
- **Fire-proof document safe, to be purchased when appropriate.**
- **Tree planting in play area (September 2022)**
- **MUGA signs and drainage issues**

22/057 The next Full Council Meeting of the Parish Council will be the Ordinary Meeting on 16th March 2022 in Probus Village Hall at 7.30pm.

The meeting closed at 9.30pm

Signed (Chairman) Date