

PROBUS PARISH COUNCIL

CLERK: Mrs A Kendall, Foxleigh, Treviglas Lane, Probus, Truro, TR2 4LH
Telephone (01726) 883614 Email probuspc@gmail.com

Minutes of the Ordinary Meeting of Probus Parish Council held on Monday 16th November 2020 Virtual commencing at 7.30pm.

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

20/166 Apologies for Absence.

Cllr Faull

20/167 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 Playing Field & Village Hall (committee member).

Cllr Saunders-Fern declared a non-registerable interest in Playing Field (committee member).

Cllr Goldsworthy declared a non-registerable interest in Village Hall (committee member)

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

20/168 Public Participation.

No public present

20/169 Police report to include Speed watch update.

September crime report; 4 crimes in total. 3 anti-social behaviour, (Truck & Tregony Road) 1 violence A390 near entrance to Trewithen.

Speed-watch on the back burner due to Covid.

20/170 To confirm the minutes of the meeting of 19th October 2020.

The minutes of the ordinary meetings held on 19th October 2020 were declared as correct by Councillor Deards and seconded by Councillor Sutherland, all agreed; the Chairman will sign them as a correct record at the next proper meeting of Council.

The above was duly **resolved**.

20/171 Matters Arising

- a) 19/185 – Bee-Eco; work ongoing- sites resurveyed, due to start groundwork 16th November (weather dependent).
- b) 20/060- Climate Emergency Grant withdrawn and replaced with Covid-19 grants, once re-instated Clerk & Cllr Dalton will apply.

- c) 20/130- Community Network Meeting- Highways Budget, c/f as meeting 17th November- rumble strips have been renewed as part of maintenance, so not from the Highways budget.
- d) 20/133- Skate Ramp repair- update from Cllr Budden, started on 4th November. Cllr Budden reported they had finished on Friday, with safety inspection taking place at 8am tomorrow, although Cllr Budden felt the skate lite pro had rather large gaps. Cllr Budden thanked for his work on this project.
- e) 20/135- Caravan in lay-by- empty waiting for removal- Clerk to write to Highways.
- f) 20/154- Sunken grave; still waiting for contractor to top up.
- g) 20/156- White Paper response submitted.
- h) 20/156- CCTV-completed.
- i) 20/160- Village Hall to Gwell-an-Nans Footpath; contractor has been instructed; will be completing on 23rd November.
- j) 20/163b- Neighbourhood Watch, sent to magazine for publication.
- k) 20/163d- We Are Watching You; no volunteers.

20/172 Cornwall Councillor's report to Council.

Report from Cllr Egerton circulated via email prior to the meeting; available in file copy.

Summary:

Cornwall Council Lockdown mark 2: leisure centres closed again. This time, household waste recycling centres will stay open.

Tamar Bridge and Torpoint Ferry: the finances of the bridge and ferry have been hard hit by the pandemic. The operation is supposed to be self-financing with tolls covering not only the day-to-day operating costs, but also the major capital works that are needed to ensure the long-term maintenance of the facilities. It is inevitable that tolls will have to rise again to cover the operating costs. It is envisaged that the regular user discount will reduce from 50% to 40% from January 2021 and the basic toll will rise to £2.20 from January 2022.

Local issues Community Governance Review: Full Council endorsed the proposals put forward by the Electoral Review Panel for the changes in this area, i.e. the merger of Tregony with Cuby; the small tweak to the boundary between Probus and Grampound; the even smaller tweak to the boundary between Probus and Ladock; no change to the boundary with St Clement. This should mean that the relevant changes can be implemented with effect from 1 April 2021.

Grampound Surgery: awaiting further information from CCG, but expecting them to consider the matter at the next primary care commissioning.

Cormac incident: after further revelations from Cllr Egerton to members about misleading information given by Cormac to the HSE, the Leader has now conceded that there will be an independent inquiry into the matter.

20/173 Finance.

- a) To receive the financial statement of accounts for the year to date, budget sheet, bank reconciliation and to approve payments.
Payments schedule circulated to members totalling £17,278.44 for November,

monthly forecast sheet against projected and expenditure to budget.

BACS	SWW- toilets	£5.97
BACS	Probus Village Hall- Post Office	£144.00
BACS	Mr A Inglefield- Play inspections	£140.00
BACS	Kernowek Gardeners Ltd- grass cutting	£1,320.00
BACS	Viking Direct- toilet consumables	£20.75
BACS	VisionICT - Website	£882.00
BACS	Cornerstones- Skate ramp	£8,920.00
BACS	Devon & Cornwall security-CCTV	£2,580.00
BACS	Phone, Zoom & refund	£51.10
BACS	Staff salaries, expenses & pension	£1,807.44
DD-21 Nov	Cheaper Waste	£55.80
DD- 28 Nov	EDF-Toilets	£7.00
DD-28 Nov	EDF-MUGA	£27.00
BACS	Cornwall Air Ambulance- Donation	£100.00
	TOTAL	£16,061.06
	Additional payments for ratifying:	
BACS	Remembrance Day Wreaths	£34.00
BACS	Bodycam- Enforcement	£154.98
BACS	Laptop	£1,028.40
	GRAND TOTAL	£17,278.44

Proposal by Cllr Budden to approve November payments but to withhold payment for the skate ramp until signed off by Play Inspector, seconded Cllr Maskill, carried.

The above was duly **resolved**. Expenditure to budget, bank reconciliation and monthly forecast noted.

2 Councillors checking invoices monthly against bank account as part of Internal Control checks.

b) To ratify expenditure between meetings due to urgency:

i. Skate Ramp repair- additional sound mitigation

ii. Parish Council Laptop- in ear-marked reserves and Parish Council laptop malfunction preventing Clerk from accessing.

Proposal by Cllr Gillard to ratify payments between meetings as list, seconded Cllr Maskill, carried.

The above was duly **resolved**.

20/174 Finance Meeting- to approve minutes of the Finance Committee 2nd November 2020 and Recommendations:

- Annual Car Park Permit remain unchanged for the forthcoming municipal year.
- MUGA fees remain unchanged for the forthcoming municipal year.
- Cemetery fees to increase as Appendix 1 for the forthcoming municipal year.
- Confidential salary recommendations as separate sheet.
- Ear-marked reserves £52,613.32

Proposal by Cllr Maskill to approve minutes of the Finance Meeting 2nd November 2020 and recommendations as written, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

20/175 To set Precept 2021-2022- to approve recommendation from Finance Committee:

- Precept set at £51,712.11
Proposal by Cllr Deards to approve recommendation and set the Precept for 2021-2022 at £51,712.11, seconded Cllr Saunders-Fern, carried.
The above was duly **resolved**.

20/176 Parish Plan- update from Cllr Gillard.

Cllr Gillard circulated via email prior to the meeting aspirations for Parish Council-noted.

20/177 S106- Sustainable Transport Options- to receive update from Working Group to include fingerposts/ information board.

Cllr Budden reported a meeting had taken place; went through a number of options regarding pedestrian crossing on the A390 near Parkengear Vean, cost is prohibitive. Average speed cameras discussed but Highways stated speeding is not an issue. It was suggested a site visit, but not organised yet. Also, discussions around a road safety audit. Potentially could put a crossing near lay-by as this could be wide enough.

Cllr Dalton felt the Working Group were not getting the support from the Cornwall Council.

Progress is being made on fingerposts, to place on street light at the top of Wagg Lane, Cormac to install to cover risk. It will be made of aluminium but made to look cast iron. Council has already approved £3,000.

Proposal by Cllr Budden to approve up to £3,000 for fingerposts to come out of S106 Sustainable Transport, delegated to Working Group to approve, seconded Cllr Dalton, carried.

The above was duly **resolved**.

Cllrs Goldsworthy & Gillard delegated to meet with Trewithen to try and get a working relationship.

20/178 Village Hall report- update from Village Hall representative.

Village Hall closed again due Covid-19. Village Hall Committee spent a lot of time making the hall Covid secure, but lockdown 2 came along so reverted to Post Office and Blood Donors only.

20/179 Data Protection Policy- to review and approve update, as circulated with meeting papers.

Data Protection Policy circulated with meeting papers.

Proposal by Cllr Gillard to approve amendments and adopt as circulated, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

20/180 Well, Truck Hill- update from Cllr Faull and to approve assoc. expenditure (if any).

Cllr Gillard reported he had also met with contractor, along with Cllr Deards, he is happy to do the work, timeframe is March/April 2021. He is confident that he can deliver the project within the estimate, Cllr Deards to provide some materials FOC. May be additions when complete to place something on the front.

Cllr Budden queried birds nesting; Cllr Gillard & Deards to check if trees need clearing prior to works.

Proposal by Cllr Gillard to remove Holly Tree if needed asap, and approve Mike Wills to carry out re-instatement, seconded Cllr Deards, carried.

The above was duly **resolved**.

20/181 Risk Assessments- Play Area to note Risk Assessments.

a) Play Area- no issues to report.

20/182 Weed operative- to discuss and resolve as appropriate, employing a person to hand weed kerbside weeds, to approve assoc. expenditure (if any)- Cllrs Dalton & Sutherland to report.

Cllr Dalton stated that ideally the Parish Council would no longer use glyphosate, therefore look at employing a weed controller, £981 placed in budget at Finance meeting. Cllr Dalton stated needed to create a job description and bring back to December meeting for approval.

Chairman felt the Staffing Committee could look at this.

Staffing committee consists of Cllr Gillard, Blayney, Dalton, Faull and a vacancy.

Proposal by Cllr Gillard, Cllr Saunders-Fern to join staffing committee to fill vacancy, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

Cllrs Dalton & Sutherland to provide a briefing for the Staffing Committee.

Staffing Committee to meet before next meeting.

20/183 Tregony View Open Space- update from Chairman on information leaflet, to consider and resolve requesting Phase 1 Open Space is transferred to Parish Council.

The Chairman stated now at the stage that a formal proposal is put to Wainhomes/Blenheims for the Parish Council to take on the Open Space on Phase 1. Mainly the green area, and some car parking spaces, there is also some planting schemes and play area.

Phase 2 has now been approved for outline, reserved matters still to be submitted.

Proposal by Cllr Gillard that the Parish Council writes to Wainhomes/ Blenheims to enter dialogue for the Parish Council to take on Open Space on Phase 1, seconded Cllr Budden, carried.
The above was duly **resolved**.

20/184 Parish Council portable office (currently with Surgery)- report back from Cllr Gillard regarding maintenance & insurance, to approve assoc. expenditure (if any).

No update from Cllr Budden to defer to next meeting.

20/185 Village signs- to consider and resolve cleaning street signs and entrance signs, to approve assoc. expenditure.

There are 47 signs in the Village, quote received for £50.

Proposal by Cllr Gillard, to approve cleaning of street signs to remove foliage around top sign, seconded Cllr Maskill, carried.

The above was duly **resolved**.

20/186 Meeting Papers- members to consider and resolve whether they wish to log in to a secure site on Website to download meeting papers or continue to receive by email, to approve assoc. expenditure (if any)

Cllr Budden reported there are various ways to send documents.

Proposal by Cllr Budden to approve secure area on Website at £78 + VAT which includes Clerk's training, seconded Cllr Gillard, carried.

The above was duly **resolved**.

20/187 Play Area- to consider and resolve planting adjacent to Bowling Green to aid noise management, to approve assoc. expenditure (if any).

Plan circulated with the agenda.

Cllr Budden reported the fence between the Bowling Club and Play Area which could be planted to help with sound.

Proposal by Cllr Budden to form a group to come back to a future meeting with suggestions of plants to run along the fence line and consider filling gaps along back hedge, Cllrs Budden, Deards & Sutherland on group, seconded Cllr Gillard, carried.

The above was duly **resolved**.

20/188 Footpath Modification- request from Ladock PC for Probus PC to support the request for a Modification Order to link footpath in Probus with Footpaths 3 & 4 on enclosed plan; members to consider and resolve.

Plan circulated with meeting papers.

Proposal by Cllr Gillard, to support Ladock PC, seconded Cllr Saunders-Fern, carried.

The above was duly **resolved**.

20/189 Covid-19- to consider changes in legislation and impact on Parish Council, if any.

Information affecting Skateparks and MUGAs circulated prior to the meeting

(available in file copy)

Skate ramp is in the Play Area, so can be redefined as Play Area if the Parish Council resolve to do this. Cllr Budden reported 100% of views on Facebook wanted to keep open.

Proposal by Cllr Maskill to go with recommendation 2a, for skate ramp and MUGA, seconded Cllr Deards , carried.

The above was duly **resolved**.

Cllr Budden reported resident has set up a group 'Nobody goes hungry' and Cllr Budden was aware that grants are available but need the support of the Parish Council. Cllr Budden requests the Parish Council acts as the constituted body and administers the grant on their behalf. 80 people have currently registered a need. There is no financial impact on the Parish Council.

Proposal by Cllr Budden that the Parish Council acts as the constituted body, seconded Cllr Deards, carried.

The above was duly **resolved**.

20/190 Correspondence

- a. Various emails circulated to members on receipt for information- noted.
- b. Community Governance Review- changes agreed.

20/191 Items for future Agenda.

- Consultation with residents re seating at Bosnoweth-leave on list due to Covid
- NDP- for future once White Paper has gone through Government.
- Speed watch
- Holy Well- to place on February agenda to check with contractor.

20/192 It was agreed the next Meeting of the Parish Council will be 14th December 2020 (Virtual unless legislation changes).

20/193 Chairman's Announcement.

Cllr Gillard reported he has decided to step down as Chairman from 18th November, Cllr Budden will act as interim Chairman, as current Vice-Chairman, and at the December meeting there will be an Election of Chairman. Cllr Budden thanked Cllr Gillard on behalf of the Parish Council, Cllr Gillard stated he will continue on all committees and reps as present, but does feel he wishes to pursue the NDP.

Cllr Egerton also stated that members needed to be minded that elections will take place May 2021.

The meeting closed at 9.20pm.

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