

PROBUS PARISH COUNCIL

Clerk: Maria Roper (Parish Council)
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Minutes of the Meeting of **Probus Parish Council** held on **Wednesday 16th November 2022** in the **Probus Village Hall** at **19:30**.

Members Present: Cllrs. N Gillard (Chairman), J Faull, W Sutherland, R Tofts, N Glasson, M Maskill. Also attending. Mrs M Roper (Parish Clerk), Carolyn Y. May (Locum Clerk), Cllr Karen Glasson (Cornwall Councillor)

A short prayer was spoken by the Clerk – Maria Roper.

22/275 Apologies for absence. Cllr L Deards, Cllr Tofts needs to leave at 21hrs

22/276 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 Maskill declared a non-registerable interest in the Playing Field (committee member).

Cllr Quinlan declared a non-registerable interest in the Playing Field (committee member)

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

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

No gifts received.

22/277 Public participation (15 minutes). No members of the public present.

22/278 Police report. Reported crimes since **September 2022** have not yet been uploaded to the "Police UK" web site.

22/279 New Councillor application for consideration – An application had been received from Chris Dutton wishing to join the council under co-option scheme. Mr Dutton has been living in Probus for more than 2 years and is an active member of the community, being involved in such affairs as Probus School PTA and allotments. It was **proposed** by **Cllr Maskill** to accept the application of Mr Dutton, **seconded** by **Cllr Tofts**. Unanimous.
Carried

22/280 Resignation of Cllr Dalton, Parish Council Vacancy + nominations to vacancies on committees – On the 6th of November 2022 the council received the resignation (with immediate effect) of Cllr Dalton – extremely valued member of the council and a long-standing commitment to greener environment. It is with sadness that the Council has

accepted this decision. It was agreed that the Chairman will write a thank you letter to Cllr Dalton on behalf of the Council.

Resignation of Cllr Dalton had left the council with vacancies in the following Committees:

- a) **Staffing committee** – Cllr Dutton put himself forward for the Staffing Committee vacancy, **Cllr Gillard proposed** to accept the nomination. **Seconded by Cllr Sutherland**. Unanimous. **Carried**.
Cllr Tofts will replace Cllr Dalton as the Interim Chair of the Staffing committee and the committee will elect a new chair at its next meeting.
- b) **S106 Sustainable Transport working group** - Cllr Dutton put himself forward for for this vacancy. **Cllr Gillard proposed** to accept the nomination. **Seconded by Cllr Sutherland**. Unanimous. **Carried**.
- c) **Finance committee nominations** – Cllr Quinlan put himself forward for the Finance Committee vacancy. **Proposed by Cllr Gillard** to accept the nomination. **Seconded by Cllr Maskill**. Unanimous. **Carried**

22/281 To confirm the minutes of the Ordinary meeting held on the 19th of October 2022. The minutes of the meeting held on the 19th of September 2022 were declared as correct and signed by the Chairman. **Proposed** by Cllr Tofts, **seconded** by Cllr Faull. Unanimous. **Carried**.

22/282 Matters arising (report only):

- a) **22/103 – Play Area chain-link fencing** – No progress. Works delayed due to bereavement in the contractor’s family.
- b) **22/114 – The Green at the Bank** – No progress. Works delayed due to bereavement in the contractor’s family.
- c) **22/232 – Skate ramp – sound insulation 2nd phase** – No progress. Works delayed due to bereavement in the contractor’s family. Some materials yet to be purchased, as need to be checked with the contractor and orders placed by the Clerk.
- d) **22/234 – Progress - additional hedge trimming & associate works** - not started. Cllr Tofts remarked that Carne View wildflower area hadn’t been cut. Clerk to liaise with the contractor.
- e) **22/230 – Progress – Rubbish bin replacement - update on informing staff**- Clerk arranged to meet with the staff on the 18th November 2022
- f) **22/231 – Relocation of the portacabin to the VH car park – timescale and progress** – Building works have been completed and the site is ready to receive the portacabin. The surgery had been advised of the date for relocation to be arranged by them for 16th December 2022. Awaiting response.
- g) **22/257 – Update on the public appeal leaflet for the removal of vegetation offcuts** – No Progress, but CORMAC removed the offcuts from the churchyard.
- h) **22/254 - Invoicing to CORMAC – £250.00 reimbursement for costs towards the artwork on the information board** – Locum Clerk to send the invoice

22/283 Cornwall Councillor report – Cllr Karen Glasson provided a written report in which she informed that she, jointly with PEAT, is setting up a community volunteer group to clear overgrown areas of Probus. CORMAC is keen to support the community group and provide tools, assistance with rubbish removal, bins etc. A committee needs to be established first to decide which areas need clearing and what the residents would like to see happen.

She further remarked that the search for a management contract for the area near Church View Road was unsuccessful, so apart from clearing the area, the options are quite limited as to what can be done with it.

Cllr K Glasson provided some funds to Maria's Animal Sanctuary and Probus School and will continue to support the residents of Tregony View.

The accident involving alleged rifle shot had been reported to the local PC.

22/284 Parish Council Committees –

Village Hall committee – update on business & developments. Cllr N Glasson reported that the Village Hall hire continues to progress. New booking system had received excellent feedback and the revenue for the current month totalled £1700. Some funds have been reinvested into updating the heating system. Further plans include updating the décor.

Playing Field committee – Meeting with Graham Smith had been arranged for next week. An incident involving unauthorised vehicle driving over the football pitch had been reported to the police. The damage appears to be minimal.

Probus Environment Action Team (PEAT) - update on work progress, including tree planting in the play area – Deferred

106 Sustainable working group – Cllr Sutherland informed the council that the works on the square are to start on the 23rd February 2022. Works involving resurfacing of the steps leading to the play area have been agreed with no start date. Information needed to establish an account with Cormac has been provided. Now waiting for Cormac to complete the process.

A draft design for the information board artwork had been circulated and the councillors were advised that further consultations will be held before the final design is approved. Any comments from Cllrs on the proposed artwork to be sent to Sustainable Transport Working Group S106.

Cormac confirmed that S106 sustainable transport funding can be used to fund the replacement of the kissing gate near Bosnoweth end. The gates will be replaced with a new staggered barriers in line with the latest accessibility recommendations.

Finance Committee - Report back from Finance Committee meeting of 2nd Nov – recommendations for consideration by full council: Cllr Gillard reported that the meeting had to be suspended as there was not enough time to conclude items on the agenda. A further meeting has been arranged for the 23rd of November 2022. A budget for the year 23/24 had been drafted and the percentage increase is such that it will need to be reviewed and options will need to be considered to use some of the earmarked reserves in order to meet the budget needs. The finance committee will endeavour to finalise the budget and proposals for full council review at its meeting on 21st December 2022. The deadline for submitting the parish council precept to Cornwall council is 31st December 2022.

22/285 To receive the financial statement of accounts for the year to date including forecast expenditure, budget sheet and to approve payments. - Locum Clerk has presented the following schedule of payments to the Council for approval:

Staff payment, including locum services		£2420.86
Defibrillator batteries		£689.91
Microsoft subscriptions		£11.28
Waste removal and bin emptying		£355.21
Probus village hall rent		£64.89
Electricity bills		£37
Consumables	Toilet rolls	£34.57
Play area inspections		£358.84
Works at the village hall		£6843.23
Outstanding invoice for Jubilee Gardens		£1730.20
TOTAL		£12545.99

Proposed by Cllr Gillard to approve the payments as above. **Seconded by Cllr Goldsworthy.** Unanimous. **Carried**

22/286 NDP - steering group and progress update& next steps – Cllr Gillard informed the meeting that he had contacted the Neighbourhood Planning team at Cornwall Council advising them of the current circumstances and asking for a response to discuss what assistance they can provide in taking this forward. A full report is deferred to future meetings in 2022/23.

22/287 CCTV – report on operating system since installation in June 2022. Proposals for any updates and associated expenditure. Deferred to Jan 2023

22/288 Review of signage at the car park, parking bays and pavilion, and approve associated costs, if any. Cllr Gillard circulated a photographic report with suggestions for improving signage throughout the village. Cllr Gillard suggested to set aside £750 from the parish council budget reserves 2022/23 for updating the signage and to work with Cllr N Glasson in identifying the specification for new signs to be ordered through the Clerk. **Cllr Faull proposed** to carry forward. **Seconded by Cllr Tofts.** Unanimous. **Carried**

22/289 Let Cornwall Decide – Does the PC support the call for a referendum on whether a Mayor for Cornwall is required? To consider whether the Parish Council signs the petition organised by “let Cornwall decide”? – The Councillors debated on the necessity and practicality of the referendum given the fact that the majority had been already reached and extra financial burden on the county that such referendum would inflict. It was **proposed** by **Cllr Faull** not to support the referendum. **Seconded** by **Cllr N Glasson**. **Opposed** by **Cllr Maskill**. **Cllr Tofts abstained**. **Carried**

22/290 To consider and resolve to exclude press & public due to the confidential nature of the business to be discussed under the Admission to Meetings Act 1960.

It was **proposed** by **Cllr Tofts**, **Seconded** by **Cllr Quinlan**. And **RESOLVED** that the meeting would enter into Part II Confidential Discussion, in accordance with the pursuant to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 - because of the confidential nature of the business to be transacted, the public and press were requested to leave.

Councillor Karen Glasson left the room at 20:40

22/291 Spraying of weeds in the children's play area – Cllr Gillard has spoken on behalf the Cllr Deards who was not present at the meeting.

Meeting reinstated at 20:50. Cllr Karen Glasson entered the room.

22/292 Weed Control on the streets of Probus: To address the unsightly appearance of Probus due to the lack of weed control. – Cllr Sutherland commenced by stating that this agenda item is not meant to undermine, jeopardise, or compromise, in any form, the commitments of the Council to its previously adopted resolutions and policies.

He further asked the council to consider implementing weed control with a view of conducting further research and identifying options that are in line with the current Council policy if such resolution is adopted.

Each councillor had an opportunity to share their view. It was then **proposed** by **Cllr Gillard** to agree to implement weed control measures. **Seconded** by **Cllr Quinlan**. **Cllr Tofts abstained**. **Carried**

21:08 Cllr Tofts left the meeting

22/293 Grass Cutting Contract Review: To nominate a second Cllr to work with the Clerk on bedding in the grass cutting contract and to arrange a review meeting with contractor.
- Defer. Cllr Sutherland and Cllr Dutton to work in conjunction with Clerk

22/294 Christmas Tree on the Church Cobbles: To consider the request and approve expenditure if any. Cllr Sutherland read out an email received prior to the meeting and

proposed to accept the offer that he had received for supply and erection of a large Christmas tree from Tregothnan at the cost of £150. **Cllr Maskill seconded**. Unanimous. **Carried**

22/295 Future Agenda Items - current list to be reviewed & priorities adjusted as necessary.
Future agenda items were reviewed. The adjusted list will be circulated by the Clerk.

22/296 Correspondence before despatch of the Agenda

- a. Correspondence from Probus News Editor -consider Parish council to provide emergency number page in the magazine**

Councillors deliberated on usefulness and practicality of providing such information to the magazine. **Cllr Gillard proposed** to decline. **Seconded** by **Cllr Maskill**. Unanimous. **Carried**

- b. Letter from Tregony View residents Association – request for funds**

A committee representing residents of the newly built estate at Tregony View approached the council with a request to cover the costs of room hire for their meetings, and for meetings with Bleinheims and/or Wainhomes. **Proposed** by **Cllr Goldsworthy** to support the residents by covering the costs of room hire for a period of 12 months. **Seconded** by **Cllr Quinlan**. Unanimous. **Carried**

22/297 Additional items for future agendas submitted to the parish clerk by Friday, 9th December 2022. No additional items

22/298 The next Full Council Meeting of The Parish Council will be held on the 21st December 2022 at the Probus Village Hall at 7.30 pm

22/299 The Meeting closed at 21:40 hrs

Chairman.....

Date.....