

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 19th October 2020 Virtual commencing at 7.30pm.

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

Prior to the start of the meeting 1 minute silence in memory of John Cole, former Parish Councillor.

20/142 Apologies for Absence.

Cllrs Blayney & Faull.

20/143 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).

20/144 Public Participation.

Public not wishing to speak.

20/145 Police report.

Police report for August 2020; 5 crimes reported; 2 violence and sexual offence (Truck Hill & Tregony Road), 2 anti-social behaviour (Church View Road & Carne View Road) & 1 theft other at the filling station.

PC Hosking in attendance, PC Hosking stated there was a spike due to a certain individual, but they had now been moved out of the area, nothing to worry about but that was the spike.

Cllr Budden queried whether Covid pandemic had created additional crimes; he felt no but a spike in mental health and domestic abuse, although not in our Village. He stated people needed to keep an eye out for their neighbours.

Speedwatch, an appeal for volunteers, only 3 replied, areas have been identified and authorised. PC Hosking stated he now had the equipment and was ready to go, need a team of 5 or 6. PC Hosking to draft something for Facebook, and put on Probus mums and Probus Cornwall Facebook, also to send to John Denyer for Probus News.

20/146 To confirm the minutes of the meeting of 21st September 2020.

The minutes of the ordinary meetings held on 21st September 2020 were declared as correct by Councillor Sutherland and seconded by Councillor Maskill, all agreed; the Chairman will sign them as a correct record at the next proper meeting of Council.

The above was duly **resolved**.

20/147 Matters Arising

- a) 19/185 – Bee-Eco; work ongoing- they are aware this is outstanding, should be able to plant in the Autumn.
- b) 20/060- Climate Emergency Grant withdrawn and replaced with Covid-19 grants, once re-instated Clerk & Cllr Dalton will apply.
- c) Bus Shelter refurbishment- completed.
- d) Weed Control- Clerk has requested Glen carries out 2nd spray- completed.
- e) 20/090b- Magazine Article about rubbish-completed.
- f) 20/130- Community Network Meeting- update regarding Highways Budget; next CNP 17th November although rumble strips have been renewed, although not sure if this is part of this scheme.
- g) 20/133- Skate Ramp repair- update from Cllr Budden regarding start date; skate ramp stripped, materials have arrived and will start tomorrow off-site; once dry will start construction.
- h) 20/135- Caravan in lay-by- letters sent to Cornwall Council Housing and Highways, reply from Highways stating they need permission from Cornwall Housing.

20/148 Cornwall Councillor's report to Council.

Report circulated prior to the meeting via email.

Cornwall Council Leisure centres: Cornwall Council has agreed financial support package to GLL, the leisure centres operator – some loans, some grants – to enable nearly all the centres to reopen this month.

Langarth development: work has started on construction of an interim access road to the Langarth development in order to enable construction of the first 300 houses on the site and construction of the northern access road (NAR) that will run through the whole site. The NAR is being funded by a grant from Homes England. There is still no progress on the Stadium project and it is probably now in doubt.

Local issues Community Governance Review: the Electoral Review panel endorsed the proposal for the small change to the boundary with Grampound as agreed by both parish councils. Other potential changes such as changes to St Clement boundary were not supported. Full Council will meet on 3 November to confirm (or not) all the various proposals put forward by the panel. This should mean that those changes can be implemented with effect from 1 April 2021.

Cllr Egerton reported at the meeting on Doctors' Surgery Dr Ball went through a presentation but nothing new.

Update on caravan in layby.

Cllr Budden updated Cllr Egerton on S106 comments from Planning meeting.

20/149 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 £7178.76 for October, monthly forecast sheet against projected and expenditure to budget.

BACS	SWW- toilets	£15.97
BACS	Probus Village Hall- Post Office	£144.00
BACS	Mr A Inglefield- Play inspections	£550.71
BACS	Kernowek Gardeners Ltd- grass cutting	£720.00
BACS	GW Shelter Solutions- bus shelter refurb.	£3,280.44
BACS	NTJ Services- delivering and erecting fencing	£30.00
BACS	SSE- maintenance streetlight	£64.80
BACS	VisionICT - Email	£21.60
BACS	EDF- Streetlights	£31.40
BACS	Viking Direct- PPE for handyman/toilet cleaner	£84.26
BACS	CIS- toilet supplies	£47.92
BACS	St Enoder PC- photocopier qtr3	£62.51
BACS	Phone, Zoom & refund	£70.81
BACS	Staff salaries, expenses & pension	£1,946.54
DD-18 Oct	ICO- renewal	£35.00
DD-21 Oct	Cheaper Waste	£55.80
DD- 28 Oct	EDF-Toilets	£7.00
DD-28 Oct	EDF-MUGA	£10.00
BACS	CALC- Training Cllr Budden	£36.00

TOTAL £7,214.76

Additional £150 bacs for uncleared chq 2652 Village Hall

Proposal by Cllr Budden to approve October payments, 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.

20/150 S106- Sustainable Transport Options- to receive update from Working Group.

Cllr Budden reported a meeting had taken place; regarding the pedestrian crossing on the Probus bypass at Parkengear Vean the costs have escalated to £200k therefore gone back to Cornwall Council to ascertain if there are any other options.

Trewithen footpath, discussion with Chairman, need to improve our relationship, which will be taken forward.

Fingerposts in The Square, can be attached to light at the top of Wagg Lane; they will be aluminium but will be made to look cast iron to match existing street furniture. No progress on information board to date. When they have an option that they wish to progress will bring back to Council for approval.

20/151 FPN- to consider and adopt policies, to agree hours of work, rate of pay & uniform, to resolve as appropriate; to note this may need to be deferred as still waiting for replies from Cornwall Council.

Clerk's briefing note and policies circulated prior to the meeting. Clerk reported the training included fly posting and graffiti, but did not include fly tipping.

Data Protection Policy will also need updating to include the bodycam but still waiting for confirmation from Cornwall Council exactly what the footage will be used for. Discussion took place regarding fly posting and graffiti.

Proposal by Cllr Gillard, to include flyposting and graffiti, approve and adopt Enforcement Procedure, Environmental Crime Policy, Lone Working Policy, & Safeguarding Policy as circulated, seconded Cllr Budden, carried.

The above was duly **resolved**.

Proposal by Cllr Budden to approve camera up to £200 and Jacket, to share with St Erme PC, seconded by Cllr Deards, carried.

The above was duly **resolved**.

To defer decision on salary until finance meeting.

20/152 Village Hall report- update from Village Hall representative..

Cllr Goldsworthy reported the hall is now Covid-19 compliant and has re-opened to a limited number of additional users. Use is limited to one hiring organisation in the building at any one time. The hirer is responsible for ensuring compliance with government advice and sanitising the area before and after use. Priority will be given to essential users and those who will provide most income to the hall.

Quotes are being obtained for replacing/fitting fire doors and decorating the kitchen- noted.

Cllr Goldsworthy stated that some users will not be restarting until after Xmas.

20/153 Well, Truck Hill- update from Cllr Faull and to approve assoc. expenditure (if any).

Cllr Gillard reported a meeting was scheduled for Thursday but contractor did not show up, it will be rescheduled for this week.

20/154 Risk Assessments- Play Area, Cemetery & Car Park to note Risk Assessments.

- a) Play Area- bearing on roundabout completed, loops on basketball nets corroding; inspector is monitoring for further deterioration.
- b) Cemetery- all headstones secure, one grave has sunk, Clerk has requested this is topped up, double gate deteriorating; recommendation this is placed in budget for renewal in the spring.

- c) Car Park- line marking and trees all fine, pot hole starting to form on carriageway outside of the Indian Restaurant; reported to Cornwall Council but deemed not deep enough to repair.

20/155 Poor Trust- to consider Trustees, and appoint/re-appoint as necessary.

Proposal by Cllr Gillard to appoint Cllrs Maskill & Deards to represent the Parish Council on the Poor Trust, seconded Cllr Dalton, carried.

The above was duly **resolved**.

20/156 Planning White Paper- to consider and resolve recommendation from Cllrs Gillard & Maskill.

Draft response circulated prior to the meeting, but needs expanding on.

Proposal by Cllr Gillard to delegate to Cllrs Gillard and Maskill to prepare the response, seconded Cllr Deards, carried, to send to Clerk for submission.

The above was duly **resolved**.

20/157 MUGA Lighting- to consider updating to LED and additional lights for car park to resolve as appropriate, to approve assoc. expenditure (if any)

The halogen lights were tripping but have since been fixed, recommendation that this is put on hold until lights need replacing.

Proposal by Cllr Gillard to place on hold, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

20/158 CCTV- to consider quotes received for upgrade, to resolve as appropriate and to approve assoc. expenditure (if any).

5 quotes from 3 different businesses circulated with meeting papers with Clerk's recommendation (in file copy)

Proposal by Cllr Gillard, to approve option 5 including annual maintenance at £60, to come from ear-marked Community Project Fund (Covid-19) seconded Cllr Budden, carried.

The above was duly **resolved**.

20/159 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 that he had been assured by Blenheims and Wainhomes that an information leaflet will be sent, but he is not sure it has been done.

The Chairman stated he would like a meeting with Bleheims to ascertain if the Parish Council could take on the open space, but would need to time it to ascertain if the residents are happy with this and also to know what covenants are on the open space. To place on next agenda.

20/160 Footpath Village Hall to Gwell-an-Nans- to consider if further maintenance is required and to resolve as appropriate, to approve assoc. expenditure (if any).

Proposal by Cllr Budden to cut back brambles and regrowth, seconded Cllr Gillard, carried.

The above was duly **resolved**.

20/161 Parish Council portable office (currently with Surgery)- to consider and resolve external maintenance, if required to approve assoc. expenditure.

Proposal by Cllr Gillard, to write to the Doctors' Surgery and ask them what they are proposing regarding external maintenance, Cllr Gillard to write, seconded Cllr Deards, carried.

The above was duly **resolved**.

20/162 Covid-19- to consider changes in legislation and impact on Parish Council, if any.

Nothing to report.

20/163 Correspondence

- a. Various emails circulated to members on receipt for information, to note.
- b. Neighbourhood Watch – Cllr Deards queried whether we could put an article in the magazine to see if anyone wanted to take it on. Cllr Budden stated PC Hosking did not recommend, not something the Parish Council would like to take the lead on; Clerk to forward to magazine to ascertain if a resident would like to organise.
- c. Highway Code consultation, responses by 22nd November, to resolve if Parish Council wishes to respond- for individual Cllrs.
- d. We are watching you, dog fouling campaign, need a Community Ambassador, not a Cllr or Officer. Proposal by Cllr Gillard, to delegate Cllr Goldsworthy and Clerk to ask Ms Tofts if she would be happy to be Community Ambassador, if she is happy, Clerk to complete application form, and approve budget, seconded Cllr Deards, carried.
The above was duly **resolved**.
- e. OPCC Cllr Advocate- Chairman and Clerk delegated.
- f. Citizen Advice email – noted.

20/164 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.

20/165 It was agreed the next Meeting of the Parish Council will be 16th November 2020 (Virtual unless legislation changes)- (Finance Committee Meeting 2nd November 2020)

The meeting closed at 9pm.

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