

PROBUS PARISH COUNCIL

Clerk: Maria Roper (Parish Council)

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Minutes of the **Meeting of Probus Parish Council** held on **Thursday, the 19th October 2023** in **Probus Village Hall at 19:00**

Members Present: Cllrs N. Gillard (Chairman), A. Cook, B. Fogerty, J. Faull, N. Glasson, P. Quinlan, W. Sutherland

Also attending: Cornwall Councillor K Glasson, Mrs M Roper (Parish Clerk), 3 members of the public

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

The Chairman addressed the council with a request to hold one minute silence in honour of Mr Kevin Blayney - an ex-Parish Councillor who passed away recently. He continued to say that Mr Blayney was a loyal parish councillor and a chairman of the village hall committee and of Probus Parish Players, and will be missed by the community.

23/209 Apologies for absences – Cllr Dutton, Cllr Goldsworthy

23/210 Declaration of interest – Cllr Gillard - partner chairman of the Village Hall, Cllr N Glasson – treasurer of the Village Hall, wife – Cornwall Councillor, Cllr Quinlan – playing field committee, Cllr Dutton – playing field committee, chairman of Probus School PTA. No gifts received.

23/211 Public participation (15 minutes). The attending resident asked the council to consider a possibility of installing a bus shelter at the bus stop nearest to the filling station.

Cllr Gillard advised the resident that the installation of the bus shelter is a part of the parish council plan. It is anticipated that it will be financed with S106 fund, provided there is some residual balance. If not, the council will pursue the project using other means of financing.

Two representatives of Wildanet summarised the scope of works being carried out in Probus. They explained that the works are a part of the national project replacing copper cabling with the fibre optics. It is anticipated that the countrywide replacement will be completed by December 2025 apart from a small percentage of remote locations, which will be covered at a later stage. They continued to say that a public meeting to discuss the works happening in Probus is scheduled for Tuesday, the 24th of October at the village hall. The residents are encouraged to attend.

Members of the public left at 19:18

23/212 To confirm the minutes of the Ordinary Meeting of 21st September 2023 and Extraordinary Meeting of 6th October 2023

It was proposed by **Cllr Sutherland** to approve the minutes of 6th October 2023. **Seconded** by **Cllr Fogerty** and **RESOLVED**. Unanimous. The minutes were approved and signed by the chairman.

It was proposed by **Cllr Cook** to approve the minutes of 21st September 2023. **Seconded** by **Cllr Fogerty** and **RESOLVED**. Unanimous. The minutes were approved and signed by the chairman.

23/213 Review committee membership vacancies following Cllr Tofts resignation Nominations required for: Staffing Committee, Finance Committee, Inter school link

Cllr Dutton previously confirmed that he is willing to take over from Cllr Tofts as the inter school link rep. **Cllr Gillard proposed** that Cllr Cook is nominated for the finance committee. Accepted by Cllr Cook, **seconded** by **Cllr Quinlan** and **RESOLVED**. Unanimous. Carried
Cllr Gillard suggested that Cllr Fogerty arranges a date for the next staffing committee meeting.

23/214 Planning matters:

a. Planning applications received:

- [PA23/08048](#)- Spring Cottage, Truck, Probus, Truro - Works to trees under a tree preservation order (TPO) namely: Ash - G3: Fell – A comment from the tree preservation officer is already uploaded to the planning portal. The council agrees with the comments of the tree preservation officer. **proposed** by **Cllr Gillard** that no further input was required. **Seconded** by **Cllr Quinlan** and **RESOLVED**. Unanimous. Carried.
- [PA23/07718](#) - Nansmerrow Farm, Tresillian ,Truro Cornwall. Single storey and two storey extension to existing dwelling. - Cllr Gillard had carried out a site visit and informed the council that a similar application in 2017 was supported by the council, but the scheme did not progress. No adverse planning issues were noted for the application. **Cllr Gillard proposed** to support the application, **seconded** by **Cllr Glasson** and **RESOLVED**. Unanimous. Carried.

b. Planning applications received after the dispatch of the agenda:

- [PA23/08134](#) - Tandoori Spice Fore Street Probus Truro Cornwall TR2 4JL Proposed change of use of the ground floor restaurant and first floor flat to form two dwellings. The council noted with regret the fact that the business is likely to close regardless of the outcome of the planning application. No other negative issues were observed. **Cllr Quinlan proposed** to support the application, **seconded** by **Cllr Gillard** and **RESOLVED**. Unanimous. Carried
- [PA23/08284](#) The Sanctuary Wagg Lane Probus Truro Cornwall TR2 4JX Application for tree works in a Conservation Area (CA): Felling of 2 Ash trees. The council noted that no comment from the tree conservation officer was uploaded on the portal yet, but such works are inevitable. It was **proposed** by **Cllr Gillard** , **seconded** by **Cllr Faull** and **RESOLVED** that no comment was necessary. Unanimous. Carried

c. Planning decisions and appeals: The clerk circulated a list of planning decisions and appeals since last meeting, which was noted by the councillors.

- d. Any decisions and appeals received after the dispatch of the agenda - None
- e. Correspondence before dispatch of the agenda - None
- f. Any correspondence received after the dispatch of the agenda after the dispatch of the agenda - None

23/215 Reports from Clerk and Councillors on previously resolved agenda items:

- a) 23/133 Damage to Jubilee Lamp – Cllr Gillard reported that all the parts have been furnished and are ready for the assembly. Monday or Tuesday next week is the likely completion date. A quote from Ed Faull Masons Ltd is expected and will be forwarded to the insurers for approval. The church curate had agreed with a suggestion to perform a blessing of the repaired lamp and the indicative date is the 5th of November 2023.
- b) 23/135 Weed control – The clerk reported that another round of weed spraying was carried out. Bosnoweth, Ashleigh Way and Rosparc haven't been covered, as the contractor ran out of product. More product will be ordered, so the remaining areas can be sprayed.
- c) 23/197 Installation of benches by the MUGA – The clerk reported that the benches had been ordered. The lead time is approximately 1 month.
- d) 22/107 Skate ramp noise reduction measures – Cllr Gillard reported that the contractor had a window in his schedule to complete the works during half term week but as this is not suitable, it was confirmed that the earliest the works would be done is during the first week of January 2024.
- e) 23/205 Replacement of Newell Posts on the bank behind the churchyard – Cllr Gillard advised the council that the posts will be replaced at the same time as the skate ramp insulation and installation of the benches.
- f) S106 Square project updates –
 - 23/192 Planting of the planters – Cllr Dutton put in touch the clerk with the school. The dates are being coordinated and expected to be set in the next few days.
 - Road edge resurfacing – Cornwall Cllr – Karen Glasson has chased Cormac and haven't heard back yet.

23/216 Cornwall Councillor report – Cllr K Glasson submitted the following written report prior to the meeting:

Cllr K Glasson reported that she had been liaising with Wildanet about the works that they are carrying out in Probus. Having spoken to the senior management, she convinced them arrange a public meeting early next week

20mph

The plans are moving forward with the introduction of 20mph limit in Probus.

Some changes to the original scheme were proposed around the area of Truck hill. A limited public consultation for people living in the vicinity will be arranged. Cllr K Glasson encourages people to respond to the public consultation.

23/217 Neighbourhood Development Plan – receive progress report and consider any proposed next steps-

Cllr Gillard reported that he and the clerk attended an online monthly surgery organised by Cornwall Council. It was helpful in terms of providing directions and ongoing support. He felt that the best way forward was to draft a staged plan and identify sources of funding. He continued to say that he attended Probus News AGM and sought continuous support going forward.

23/218 Reports and feedback from local community groups/committees and organisations:

- a) Remembrance Day commemorative gathering – Cllr Gillard informed the council that he liaised with the curate, and the curate had drafted an article for Probus News. An application for the road closure was submitted to Cornwall Council and approved. A commemorative walk to the war memorial followed by a civic service will take place on the 12th of November.
- b) Probus Fun Week – Cllr K Glasson reported that she attended last meeting of the Probus fun week committee, and was pleased to say that the event was financially successful and the balance to be carried over is approximately £4,800, which gives them a good start for next year. However, some of the members are dropping out, so more volunteers needed. There are early plans to come up with new themes, games and activities.
- c) Defibrillators:
 - i. Installation of recently purchased defibrillators partially financed by the parish council
Cllr Gillard reported that a new defibrillator has been installed at the village hall, and defibrillators at the surgery and the garage have been replaced with new models. A defibrillator has also been installed at Probus School. This located inside the building and was funded through the dept of education and is a different model to those situated in the village.
 - ii. Application for a defibrillator grant with DHSC Community Automated External - Defibrillator (AED) Fund- Cllr Gillard reported that there was an invitation to submit an expression of interest for a government funding to cover defibrillators. An early expression of interest was submitted as the current defibrillators are not accessible for the entire community. Carne View Bus Stop (by the mini roundabout) and the edge of the green on Rosva Wenton have been identified as potentially good locations to host new defibrillators.
- d) Report on the official opening ceremony of St Ewe Egg packing warehouse facility – Cllr Gillard reported that he attended the opening ceremony at the Grampound egg warehouse with the Clerk. The ceremony involved a visit from the Princess Royal.

23/219 Parish Council Committees – feedback from Councillors on various committees/working groups:

- a. Village Hall committee – Cllr Glasson reported that the revenue has increased since August, and some money have been allocated towards the purchase of a new sound system.
- b. Playing Field committee – Cllr Quinlan reported that a proposed date for the next meeting is the 24th of October 2023 which will be attended by potential candidates for the committee panel. It is planned that the pavilion planning will be discussed then.

- c. Finance committee - Consider and approve the proposed schedule of meetings to review and prepare proposals for the parish council budget & precept for 2024/25. **Cllr Gillard proposed** the following dates: 9/11/23 + 7/12/23 + 4/01/24 – meetings to commence at 7pm. The Clerk should be notified of any changes. **Seconded by Cllr Quinlan and RESOLVED.** Unanimous. Carried.
- d. **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**
Cllr Gillard proposed to exclude the press and public to enable the council to discuss the staffing matters. **Seconded by Cllr Quinlan and RESOLVED.** Unanimous. Carried

20:07 Cllr K Glasson left the room

- e. Staffing Committee - Receive report on progress with recruiting of the Maintenance Officer – Discussed by the council in confidence. **Cllr Glasson proposed** to arrange a staffing committee meeting soon to progress this matter. **Seconded by Cllr Faull and RESOLVED.** Unanimous. Carried.

20:10 Cllr k Glasson re-entered the room.

23/220 To receive the financial statement of accounts for the year to date including forecast expenditure, budget sheet and to approve payments. –

The clerk circulated the income and expenditure reports and the budget control spreadsheet. Some overspend in relation to infrastructure has been highlighted, which is mostly to do with the Jubilee lamp expenses and MUGA repairs. The following payment schedule for October was presented for the approval of the councillors:

Invoice date	Company		Amount gross	VAT
BACS PAYMENTS				
19/10/2023	Staff	Salary	£1,327.8	
19/10/2023	I Roper	litter picking + maintenance	£187.50	
19/10/2023	G Brunsdon	Weed spraying	£60.00	
	Cornish Industrial			
11/10/2023	Supplies	Toilet supplies	£24.73	£4.12
02/10/2023	TP Tress	Grass cutting incl footpath	£929.00	£154.84
11/10/2023	Microsoft September	IT Oct	£11.28	£1.88
04/10/2023	Greens Ground and Trees	Play area inspection	£179.42	£29.90
02/10/2023	Probus Village Hall	Village hall hire	£124.62	
16/10/2023	Cornwall Council	Streetworks license	£97.00	
28/09/2023	BDO	external audit	£378.00	£63.00
25/09/2023	Action fire SW	Extinguisher servicing pavilion	£76.68	£12.78
04/10/2023	Source for Business	Water toilets	£55.13	
05/10/2023	CALC	Training member	£36.00	£6.00
		Hosted email account Nov 23-		
01/10/2023	Vision ICT	Oct 24	£43.20	£7.20

06/10/2023	Jennychem	Weed control	£50.24	£8.37
19/10/2023	Village hall	Toilet cleaning	£79.03	
19/10/2023			£32.70	
TOTAL			£3,692.36	£288.09

DIRECT DEBIT PAYMENTS				
19/10/2023	EDF	Electricity Toilets	£8.00	£0.40
19/10/2023	EDF	Electricity MUGA	£7.00	£0.35
13/10/2023	Tesco mobile	mobile clerk	£13.49	
19/10/2023	Pension contributions	clerk	£52.96	
13/10/2023	Cheaper Waste	Waste removal	£51.48	£8.58
	NIC + HMRC	Tax + National Ins contributions	£114.59	
TOTAL			£247.52	£9.33

Proposed by Cllr Quinlan to approve the payments as above. **Seconded by Cllr Fogerty** and **RESOLVED**. Unanimous. Carried

23/221 Planters at the square – Consider an alteration to the current scheme by replacing one planter with bollards as suggested by a resident –Cllr Sutherland advised the council that during last meeting with Cormac at the square a resident approached the council with a request to consider replacing one planter for bollards as this will allow more cars to be parked in the spot.

It was not clear at this point whether the potential costs can be covered by the remaining S106 balance or have to be met by the council. The councillors felt that the current parking arrangement provided a safer option as it prevents cars reversing onto the road. However, it was noted that there is a gap between the planter and the nearest bollard which is wide enough for a vehicle to pass.

It was **proposed** by **Cllr Faull** to leave the planter in situ and seek installation of an additional bollard, **seconded by Cllr Quinlan** and **RESOLVED**. Six in favour, one abstained.

Cllr Cook also noted that there was a complaint from a resident about parking on the pavement near the pub, and, perhaps, this also requires looking into. It was felt that the issue was discussed with Cormac on the day and the pavement was not wide enough to accommodate it. Clerk to verify and respond to the query.

23/222 Replacement gates at the cemetery – Consider the quotes and resolve to approve if appropriate The clerk presented a quote for £2,593.82 on the basis of supply and fit. The council believed that the presented quote was expensive. **Cllr Gillard proposed** to seek further quotes. **Seconded by Cllr Quinlan** and **RESOLVED**. Unanimous. Carried

23/223 Grass cutting contract – consider including Footpath 14 to the LMP grass cutting contract for 2024/25 – The clerk informed the council that an email was received from Cornwall council advising that there were complaints about the overgrowth along the path 14 and enquiring whether the council wanted to include it in the future LMP contract. The deadline

for the next year has passed, so any decision will not take place until the year 24/25. **Cllr Gillard proposed** to enquire about the details of the complaints and consider future actions if this becomes an issue. **Seconded by Cllr Fogerty and RESOLVED.** Unanimous. Carried

23/224 S106 sustainable transport scheme:

- a. Use of the remaining S106 fund – Updates on funds available.
No updates. Clerk to chase.
- b. The Roseland & Truro 20mph consultation - Update–
The introduction of the new speed limit is going ahead. Part of the scheme requires modification of the original proposals. A separate public consultation will be arranged by Cornwall Council.

23/225 Sign exclusive right of burial –The exclusive right of burial was duly signed.

23/226 Correspondence received:

- a. Correspondence received before despatch of the Agenda: Various emails circulated to members on receipt during month for information to note.
- b. Email from Environment Protection Officer re Noise reduction works to Skate Ramp –
Content of the correspondence were disclosed by the clerk and noted by the council
- c. Urgent correspondence received after the despatch of the agenda. - None

23/227 Future Agenda Items - current list to be reviewed & priorities adjusted as necessary.

Councillors to consider adding any new items to the future agendas list – Current list was reviewed, and amendments suggested.

23/228 The next Full Council Meeting of The Parish Council will be held on the **16th of November 2023** in the **Probus Village Hall** at **19.00**.

Additional **agenda items** to be submitted to the parish clerk by Monday, **6th of November 2023**.

23/229 The meeting closed at 20:59hrs

Chairman

Nicolas Gillard

Date

16th November 2023