

PROBUS PARISH COUNCIL

Clerk: Maria Roper (Parish Council)

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Minutes of the **Meeting of Probus Parish Council** held on **Thursday, the 20th July 2023** in **Probus Village Hall at 19:00**

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

Also attending: Cornwall Councillor K Glasson, Mrs M Roper (Parish Clerk), Carolyn May (RFO), 2 members of the public

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

23/151 Apologies for absences – Cllr Fogerty, Cllr Faull

23/152 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.

23/153 To receive the Vice Chairman's Declaration of Acceptance of Office or, if the Vice-Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council – The Vice Chairman has duly signed the Declaration of acceptance of Office.

23/154 Public participation (15 minutes). No member of the public present

23/155 Planning matters:

- a. To confirm the minutes of Planning Meeting of 21st June 2023.
- b. Planning applications received:
 - [PA23/04603](#) - **Land adjacent To Parkengear Cottage Probus Truro Cornwall TR2 4HH.** Proposed construction of dwelling. Cllr Gillard and Cllr Glasson visited the site and had a chance to talk to the residents living near the proposed developments. They didn't have any objection. No comments were logged on the planning portal. **Cllr Gillard proposed** to support the application. **Seconded by Cllr Sutherland and RESOLVED.** Unanimous. Carried.
 - [PA23/05141](#) - **The Old Chapel The Green Probus Truro Cornwall TR2 4LP.** Change of use to the detached garage/store to a domestic residential annexe to supply auxiliary living accommodation. The Council noted that the existing dwelling has limited amenity and the garage is positioned right next to the road. However, the road is quiet

so it does not pose any significant issue. **Cllr Gillard proposed** to support the application. **Seconded by Cllr Sutherland and RESOLVED.** Unanimous. Carried.

- [PA23/04237](#) - **Land To West Of Chindits Wagg Lane Probus Cornwall.** Erection of a dwelling. The site had been a subject to previous planning application and the council had previously resolved to support the application for 2 dwellings. At the time it was noted that the project was marketed on the architect's website as a 3-property development. The council further noted that the previous application for 2 properties was regarded as an overdevelopment. In line with its previous comments, Probus Parish Council maintains similar position. **Cllr Gillard proposed** to defer the decision to the planning officer. **Seconded by Cllr Quinlan and RESOLVED.** Unanimous. Carried

- [PA23/05193](#) - **Mercedes-Benz Of Truro Probus Truro Cornwall TR2 4HX.** New car showroom on existing car park. – Having considered the proposal, the councillors didn't note any issues. **Cllr Gillard proposed** to support the application. **Seconded by Cllr Sutherland.** Unanimous. Carried.

c. Planning applications received after the dispatch of the agenda

- [PA23/04284](#) – **Cherry Trees Tregony Road Probus Truro Cornwall TR2 4JS.** Demolition of existing poor-quality bungalow and garage and replacement with new single storey two-bedroom dwelling and detached garage. An extension was requested with the planning authority, but not granted. **Cllr Gillard proposed** that the councillors review the application individually and submit their comments to the clerk via email. **Seconded by Cllr Sutherland and RESOLVED.** Unanimous. Carried.

d. Planning decisions and appeals

- [PA23/01998](#) - **Trewithen Home Farm Grampound Road Truro Cornwall TR2 4DD.** Demolition of an existing agricultural barn and erection of a new workshop/maintenance storage building APPROVED 17/05/23c

23/156 Police report – Cllr Gillard reported that he attended the Police Liaison Group meeting on the 26th of June. He continued to say that there was a good debate about community safety, antisocial behaviour and neighbourhood watch. He further added that there are plans to update the existing crime reporting system which will provide more up to date information.

23/157 To confirm the minutes of the Ordinary Meeting of 21st of June 2023

It was proposed by **Cllr Sutherland** to approve the minutes with correction of the payee on the payment schedule. **Seconded by Cllr Quinlan and RESOLVED.** Unanimous. The minutes were approved and signed by the chairman.

23/158 Reports from Clerk and Councillors on previously resolved agenda items:

- a) [23/075](#) – Land registration of the plot adjacent to the cemetery – updates – The Clerk reported that she had received the valuation from the estate agents and can proceed with the application form.
- b) [23/133](#) Damage to Jubilee Lamp – Cllr Gillard reported that the repair works progressing well with the metal works now nearly complete. The same contractor submitted a quote for

replacing the plexiglass globe, which was sent to the insurers. The required electric works have been assessed and a plan forward put in place.

- c) 23/134 Report on findings following review of the Trust documents for playing field - Cllr Goldsworthy advised the council that there is nothing to report as he has not received the copies of the deeds until today.
- d) 23/103 Signatories for Cheque & online banking – Cllr Gillard reported that all the signatories were now updated. Online access should be pursued by Cllr Goldsworthy and the clerk.
- e) 23/135 Weed control – The clerk advised the council that the product was ordered, but unfortunately the employee has now resigned. He is not contracted to carry out weed spraying and may not have enough time to do it during his notice period.
- f) 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 (item g & h) – No members of the public present
- g) 23/137 Grass cutting contract – review of works carried out – report following the extraordinary meeting – Discussed by the council in confidence.
- h) Report from the staffing committee meeting – Discussed by the council in confidence.

23/159 Cornwall Councillor report – Cllr K Glasson submitted the following written report prior to the meeting:

20mph update

I appreciate that the implementation of traffic calming measures into Fore Street have caused some concern. At the recent meeting with Cornwall Council and residents it was agreed that there will be some changes made to the proposed road layout, I have not seen the revised plans but I will share these once I do.

I understand that 75% of residents who responded were in favour of 20mph and Cormac received 10 written objections but these were, as suspected due to the traffic calming measures not the 20mph in itself. I have raised with CC that the consultation site was difficult to navigate and could only say yes I agree or no I don't. This will have skewed the number of residents who were in favour of 20 but not the traffic calming.

Defibrillator

I helped set up the Crowdfunder for the Defib and I was pleased to be able to donate £500 from my community chest. The fund is looking good.

Probus Fun Week

I have donated £500 from my community chest and looking forward to joining in and helping out.

Summer Holidays and ASB

This is the time of year that I receive the most reports of anti-social behaviour, which despite being relatively low in Probus can be disruptive at times. I continue to tell residents to report, and James is doing regular checks. I wrote to the Roseland Academy just to ask if ASB in villages could be mentioned at their leavers assemblies and just remind students to respect their village and neighbours.

She continued to say that she attended the inaugural Community Area Partnership meeting with Cllr Gillard. It is intended that there will be a priority community area plan. In addition,

it's been agreed that CAP will set up projects review panel for Community Levelling funding. The panel will act as a consultee, providing recommendations, but not make any decisions. Cllr Gillard has been elected to be a member of the review panel.

23/160 Reports and feedback from local community groups/committees and organisations:

- Probus Fun Week Committee – Cllr Gillard reported that the approved grant payment was now made to the committee, and the preparations are progressing with advertising banners being placed in prominent locations.

23/161 Parish Council Committees – feedback from Councillors on various committees/working groups.

- Village Hall committee – Cllr Glasson reported that the Village Hall continues to work on grant application to Community Levelling Fund. They have been advised to look into growing the number of users and employing more people.

Other activities and bookings progress as expected.

- Playing Field committee – Cllr Quinlan reported that there's been a progress with community involvement, and a tentative meeting date agreed with approximately 7 community members who can potentially form a committee.

Cllr Goldsworthy was asked to complete the revision of the Trust documents before then.

Cllr Dutton added that there is a potential to organise joint events between the PTA and the playing field committee.

23/162. Finance committee meeting – Agree a date for the next finance committee meeting. – Cllr

Gillard suggested to have a finance committee meeting on the 6th of September. The clerk will confirm the date and circulate the proposed agenda.

23/163 To receive the financial statement of accounts for the year to date including forecast expenditure, budget sheet and to approve payments. –

The clerk reported that the current cash balance is £107,092, including earmarked reserves and CIL funds. The expenditure is slightly over the budget in some areas, but lower than anticipated in other.

Total expenditure 1st of April – 30th of June 2023:

Revenue budget - £15,302.22

Earmarked reserves - £4,913.39

The following schedule of payments was presented to the Council for approval:

SCHEDULE OF PAYMENTS - JULY 2023

Approval date	Company		Amount gross	VAT
BACS PAYMENTS				
20/07/2023	Staff	Salary	£1,578.55	
20/07/2023	Probus Village Hall	Village hall hire	£73.24	
20/07/2023	TP Tress	Grass cutting	£586.00	97.66
20/07/2023	Microsoft July 2023	IT	£11.28	1.88
20/07/2023	Greens Ground and Trees	Play area inspection	£179.42	29.9
20/07/2023	Source for Business	Water charges toilets	£29.55	
20/07/2023	CIS	Toilet rolls	£24.73	4.12
20/07/2023	SLCC	Training clerk - CILCA	£360.00	60
20/07/2023	CALC	Councillors training	£48.00	8
20/07/2023	Gallagher	Insurance	£2,202.44	
20/07/2023	Printerland	Cartridges	£267.40	44.57
	NIC + HMRC	Tax + NIC	£134.56	
TOTAL			£5,495.17	246.13
DIRECT DEBIT PAYMENTS				
20/07/2023	EDF	Electricity Toilets	£8.00	£0.40
20/07/2023	EDF	Electricity MUGA	£7.00	£0.35
20/07/2023	Tesco mobile	mobile clerk	£13.49	£2.70
20/07/2023	Pension contributions		£51.12	
20/07/2023	Cheaper Waste	Waste removal	£51.48	8.58
TOTAL			£131.09	£12.03

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

23/164 Review available funding and identify potential projects - <https://rsnonline.org.uk/rural-funding-digest-july-2023> - It was agreed to defer the item to September 2023

23/165 Review parish work plan –It was **proposed** by **Cllr Gillard**, **seconded** by **Cllr Quinlan** and **RESOLVED** to delegate this to the finance committee.

23/166 Repair/replacement of the gate and fencing at the play area – Consider the quotes and resolve to approve, if appropriate, associated expenditure – The clerk received a quote from one company, operating nationally, offering 3 different options. It was agreed to seek additional quotes.

23/167 Risk Assessments - Play Area – Receive updates following RoSPA inspection and approve any associated costs for the remedial works if any – A quote for remedial works was submitted by the company which carries out monthly inspections. The company is fully accredited and offers good value for money. It was **proposed** by **Cllr Gillard** to approve the quote on the proviso that the clerk ensures that all the issues noted in the RoSPA report are resolved, if necessary, at additional cost. **Seconded** by **Cllr Tofts** and **RESOLVED**. Unanimous. Carried.

23/168 Installation of benches in the area by the MUGA – consider and resolve, if appropriate, a proposal by a community member to install benches by the MUGA for the purpose of watching children whilst they are playing or training. – Cllr Dutton was approached by a resident with request to install benches by the MUGA, which can be used by parents to watch their children playing or training. The council supports the idea of inclusivity and encouragement of social activities. Additional CCTV cameras can be installed if necessary to prevent antisocial behaviour. **Cllr Quinlan proposed** that the clerk seeks quotes for supply and install of 3 benches by the MUGA. **Seconded** by **Cllr Tofts** and **RESOLVED**. Unanimous. Carried.

23/169 S106 sustainable transport scheme:

- a) Square project – The works were completed in June. The council identified some issues requiring remedial works. A joint inspection was carried out with Cornwall Council. No progress since then. Councillor K Glasson agreed to chase Cornwall Council
- b) Steps to playing field – The works have been completed and the payment made to Cormac. It was noted that one of the steps holds water after the rainfall. It was agreed that the Clerk will contact Cormac to notify of the issue and request for remedial works to be carried out.
- c) New entrance signs to the village – This will be covered as a part of introduction of 20mph
- d) Use of the remaining S106 fund –
 - Footpath signage to encourage pedestrian traffic – Further research is required. Cornwall Councillor Karen Glasson researched and informed the council of potential options. She further advised that depending on the location of the signs permission would have to be obtained from Cormac
 - Installation of bus shelters on lower Fore street and Truck Hill – Awaiting costings from Cornwall council.
 - Churchyard footpaths – Awaiting costings from Cornwall council in order to confirm any residual budget.

23/170 Sign the Certificates of Exclusive Right of Burial – The certificates were duly signed by the chairman and 2 councillors.

23/171 Correspondence received:

- a) **Correspondence received before despatch of the Agenda:** Various emails circulated to members on receipt during month for information to note.
- b) **Urgent correspondence received after the despatch of the agenda.** – Correspondence from REACH PLC offering free 7 days social media promotional campaign. The council agreed that this may be beneficial. The clerk to check if they have already completed such campaigns for other businesses.

23/172 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. It was suggested to add maintenance of the Jubilee gardens to the agenda.

23/173 The next Full Council Meeting of The Parish Council will be held on the **21st of September 2023** in the **Probus Village Hall at 19.00.**

Additional **agenda items** to be submitted to the parish clerk by Monday, **11th of September 2023**.

23/174 The meeting closed at 21:05hrs

Chairman *Nicholas Gillard*

Date *21st September 2023*