

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 Wednesday 20th October 2021 in the Probus Village Hall commencing at 7.30pm.

Members Present: Cllrs Sutherland, Gillard, Deards, Dalton, Maskill, Goldsworthy, Saunders-Fern, Tofts & Glasson.

Cornwall Cllr Glasson.

21/207 Apologies for Absence.

Cllrs Faull & Baker.

21/208 Declarations of Interest Register both registerable and non-registerable under the Code of Conduct (to declare interests on agenda items) & to consider & resolve Dispensation requests (Cllrs Gillard, Goldsworthy, Maskill & Saunders-Fern and any other).

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

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

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

21/209 Public Participation

No public present.

21/210 Police report.

Police report August 2021; 1 crime recorded anti-social behaviour Truck Hill.

21/211 To confirm the minutes of the meeting of 15th September 2021.

The minutes of the ordinary meeting held on 15th September 2021 were declared as correct by Councillor Deards and seconded by Councillor Goldsworthy all agreed; the Chairman signed them as a correct record.

21/212 Matters Arising

- a) 21/158i- Trees in Play Area- update on whether cut off limbs have been removed from the Play Area- will be removed before erection of fence.
- b) 21/196- Jubilee Gardens, contractor instructed to complete, scheduled November/December. Cllr Deards stated she will lift some of the plants before he starts.
- c) 21/199- NDP, ongoing, grant- submission of interest has been submitted to Locality. Decided to not submit grant application until the next financial year due to how the system works.

21/213 Cornwall Councillor's report to Parish Council.

Written report circulated via email prior to the meeting.

I have asked Cormac for assistance with the areas identified for the wildflowers and this is being looked at, will report further as soon as I have more information. I do now have the seeds so will look to distribute these soon. It was lovely to see so many volunteers help with the daffodil bulb planting for PEAT, I had a really nice morning helping out and happy to help again anytime. I have met with staff recently from Wainhomes and Blenheims regarding Tregony View. I am happy to work closely with them to try to facilitate the concerns of many residents who have been in touch regarding the maintenance on the estate. I will report back further as soon as possible.

The rubbish reported at Parkengear Vean has now been, mostly removed. Following concerns of residents I called this into Public Protection and an officer, Barry Campbell visited. The owner of the property was very accommodating and enforcement was not necessary.

It was good to attend the meeting with Adam O'Neill, Cormac and the Sustainable Transport Group and pleased that the road updates are now progressing towards consultation.

Another very successful litter pick was run on Saturday 16 October and we collected 8 bags of rubbish and a recycling bag full. It is sad to see any rubbish in the village but I am hopeful that we will see less of this as we continue these monthly picks. Again, good amount of volunteers and PEAT in attendance.

All above are agenda items so happy to discuss further, with Chair's approval, during the meeting.

As we enter the winter months, just to remind everyone that Cornwall Council run a Winter Wellbeing programme and if any parishioners need assistance, I am happy to help in any way I can to ensure they access all available funds. You can see more below but if you as a PC get any requests for help, please do point them my way if needed:

<https://www.cornwall.gov.uk/health-and-social-care/public-health/public-health-campaigns/winter-wellbeing/>

In County Hall, full council (28 September) voted for the Cornwall DPD (Development Plan Document) which covers policies to support green energy, enhance the environment, provide more efficient housing, greener travel and resilience to issues such as coastal change and flooding.

Full council also heard from Councillor Linda Taylor, Leader of the Council that she has written to Michael Gove, the new Secretary of State for Levelling Up, Housing and Communities, urging him to ensure Cornwall was prioritised for a new County Deal to help boost wages and productivity. I will, of course, report further on this in due course.

As ever, any issues you wish to raise, please let me know.

Cllr Sutherland queried whether there was any update on the flashing signs for the School bus, as discussed at the Sustainable Transport meeting; Cornwall Cllr Glasson reported this was part of bigger issue with School traffic.

21/214 To receive the financial statement of accounts for the year to date and approve payments.

- a) Payments schedule circulated to members totalling £4063.52 for October 2021, monthly forecast sheet against projected and expenditure to budget.

BACS	Clearflow- toilet blocked	£90.00
BACS	Source for Business- water toilets	£46.49
BACS	Vision ICT- email hosting	£21.60
BACS	Kernowek Gardeners Ltd- grass cutting	£720.00
BACS	Mr A Inglefield- Play inspections & repairs	£140.00
BACS	St Enoder PC- quarterly photocopier	£107.98
BACS	Probus Village Hall - rent	£16.00
BACS	Action Fire South West- Fire extinguisher service	£64.80
BACS	Fentongollan Farm- daffodil bulbs	£273.60
BACS	CIS- balck bags for Cemetery	£65.14
BACS	EDF- streetlight	£31.55
BACS	SSE- streetlight maintenace check	£64.80
BACS	Phone, postage	£34.46
BACS	Staff salaries, expenses & pension	£2,284.30
DD-21 Oct	Cheaper Waste	£46.80
DD- 28 Oct	EDF-Toilets	£9.00
DD-28 Oct	EDF-MUGA	£47.00
Total		£4,063.52

Proposal by Cllr Maskill to approve payments, seconded Cllr Sutherland, carried.

The above was duly **resolved**. Budget sheets and bank rec. noted.

- b) Bank signatories- to consider additional bank signatories on Parish Council account.

Clerk explained that at present only Cllrs Gillard and Maskill were registered for online banking.

Proposal by Cllr Sutherland to add Cllr Glasson& Cllr Goldsworthy, seconded Cllr Maskill, carried.

The above was duly **resolved**.

21/215 Written Motion- to consider and resolve.

- a) Written Motion – We the undersigned wish to revisit the three resolutions under Minute number 21/197 Play Area Fence. For reasons of clarity these are:
- To go ahead and erect a fence, full length removing original fence on North boundary line.
 - To go back to the 3 contractors and clarify quotes.
 - To delegate to Cllr Gillard & Clerk to accept cheapest quote once re-quoted.

To consider and resolve.

Proposal by Cllr Sutherland the written motion is approved, seconded Cllr Deards, carried, 7 for, 2 against.

The above was duly **resolved**.

- b) To revisit these 3 resolutions, if previous resolution passed, and resolve way forward. To note Clerk is trying to obtain legal advice on definition of 'Party Wall' and what it legally means.

Resident joined the meeting and was invited to speak.

Discussion took place, info. regarding boundaries circ. prior to the meeting.

Query regarding where the exact location of the boundary is, as the Cornish hedge has disappeared in one place, which is the original boundary. The Chairman stated making the right decision was imperative. Cllr Glasson stated that we would need to take a sensible approach, as Land Registry have a 1m scope on boundary lines. Cllr Glasson felt the sensible view, would be that the trees belong to the garden behind. Cllr Gillard stated that himself and Cornwall Cllr Glasson had previously visited the property, the owners acknowledged the trees were theirs, and they were happy to take away any cuttings or help, (although not sure how). The Chairman felt it was important the Parish Council was consistent, and only cut down/ trim trees it was responsible for. The owner stated she would be happy if the trees were trimmed our side by the Parish Council, and the chain link fence repaired up to 6 feet high, and she stated she had said this from the start. Cllr Dalton felt the trees should be cut back and the chain link repaired.

Cllr Goldsworthy stated it was the tree owners' responsibility to maintain their trees, if we cut them, we could pass the branches back. Cllr Gillard felt he had brought a pragmatic solution to the Parish Council to make it more manageable, by installing a wooden fence along the north boundary. Cllr Maskill felt the Parish Council had a moral responsibility to trim the trees in the Play Area to reduce the possibility of causing a nuisance, and he would be happy to repair the chain link.

Proposal by Cllr Goldsworthy, initially, to discourage climbing, to get the tree branches trimmed up to a height of 12 feet and obtain quotes for repair of chain link, seconded Cllr Deards.

Amendment by Cllr Gillard to cut the branches up to 12 feet and replace chain link fence with wooden fence along the full length of the north boundary, seconded Cllr Glasson, 3 for, 4 against, 2 abstentions.

Original Motion: 6 for, 3 against, carried and approved.

It was **resolved** initially, to discourage climbing, to get the tree branches trimmed up to a height of 12 feet and obtain quotes for repair of chain link.

It was stressed the area must be secure, after the trees are trimmed before the fence is repaired/replaced. Cllr Sutherland & Clerk to obtain quotes for chain link fence repair.

21/216 S106- Sustainable Transport Options- to receive update from Working Group, to resolve and approve assoc. expenditure (if any).

Written report circ. with meeting papers from Cllr Sutherland.

Our group and Cllr Karen Glasson met with Adam O'Neil and his team by video

link on Tuesday 12/10/21 for the pre public consultation meeting to discuss the Probus square project, the Fore St bus shelter refurbishment with cycle hoops, the possible adoption of Church View Rd footpaths into Highways and their worrying intention to remove the barriers from certain other footpaths. It has been decided not to progress the footpath adoption as far too expensive for very little gain. The barrier removal has been abandoned as our group argued that we wanted them kept as a safety feature for pedestrians and cyclists alike.

The bus shelter refurbishment with cycle hoops, looks promisingly good. The square project is just about finalised. However, to achieve the reduction in the cross slope of the footpath there has to be a step down from the parking area. We've always known this and we have to accept the requirement of preventing parallel parking vehicles dropping a wheel over the step. We have opted to use bollards at the Spar shop end instead of planters as this allows more space to park and reduces ongoing maintenance. The top end by the Farm shop and houses will still use planters to protect the path users and garden walls from runaway parked cars as has always been the plan. Two cycle hoops will be installed by the Farm shop and two ramps strategically placed for shop deliveries. A lectern style Infographic board is planned to be installed on the cobbles and we believe Karen Glasson along with Rachel Tofts and Sophie Baker will progress the possible installation of flashing school warning signs where they think they would be best placed.

We were told the finances of the s106 fund remains healthy but we wait to see the written figure.

Update circulated at the meeting. Other schemes could be supported by the S106 including footpaths.

21/217 Village Hall report- update from Village Hall.

Update from Village Hall finances circ. with meeting papers. At the last meeting a communication officer was appointed to help with advertising. Cllr Goldsworthy reported there are ongoing issues that he will report on next month.

21/218 Playing Field- update from Playing Field representatives.

Written report circ. prior to the meeting from Cllr Maskill.

Football

Senior football team doing well so far, maybe even promotion prospects.

Playing Field

Dugouts – Another Perspex panel has been damaged. Certainly they will not be replaced and I will liaise with Graham to get the damaged sections removed.

Toilets - Additionally they tried to kick the toilet door in but as it has 3 locks they only damaged the one which Graham has replaced.

This mindless vandalism appears to be on the rise but there is little that can be done unless they are seen. Very possibly the same perpetrator(s)

Bowling Club

Nothing further to report.

21/219 Risk Assessments- Play Area to note Risk Assessment, to approve assoc. expenditure (if any).

Chain link fencing instructed for repair on MUGA- no further issues.

21/220 Parish Council Facebook page- update from Cllrs Glasson & Tofts.

Cllr Tofts reported no progress made, to defer to next meeting.

21/221 Green Working Group (PEAT)- update from Cllr Dalton on response and enhancement.

Update from PEAT circ. with meeting papers.

Probus Environment Action Team update.

- *Planting of saplings. The verge on the layby has been cut but the saplings we intend to relocate are untouched. We are exploring funding for stakes, tree protectors, protective matting etc. Additional volunteers to help transplant the trees have been identified.*
- *The wild flower beds on The Bank, Carne View Road and Bosnoweth have been strimmed and raked, and approximately 85 Kgs of daffodil bulbs planted there by volunteers. The bed on the field at the bottom of Carne View Road has been mown, but the other two on Fore Street have not been touched.*
- *Colin Webb plans to use his trailer stored on Fore Street opposite Treviglas Lane occasionally, which means he would cross the wild flower bed there to get to the road and be very near the Jubilee oak. We met with him to agree a compromise involving siting the tree further away and reducing the size of the flower bed.*
- *The meeting with the Cornwall Council person responsible for maintaining Probus church grounds was cancelled and changed to 13th October.*
- *In conjunction with Karen Glasson, our second litter pick will take place on 16th October. The 4th October session was cancelled due to bad weather. Update from Church meeting; letter sent to Stuart at Cormac below.*
- *We will produce a draft document outlining what we ideally would like to be done to the church grounds both in the short and long term, and we will aim for 14th November to circulate it. This document will not identify specific delivery teams at this stage.*
- *By 14th November, you will arrange for all the paths within the church grounds to be measured so that you can estimate the cost of clearing them and, in due course, relaying with new gravel. This action will include the cost of mitigating the safety issues regarding drainage at the front entrance.*
- *You will discuss the state of the external wall on The Bank which you took photos of with others at Cormac to decide if remedial action is required.*
- *We will meet again before the end of November and hopefully Dean will be able to attend. Please will you liaise with Dean and suggest a date to us? Most of us are very flexible regarding dates.*

Proposal by Cllr Dalton, to send thank you to John Denyer for securing some funding and planting the daffodil bulbs, seconded Cllr Sutherland, carried.

The above was duly **resolved**.

- 21/222 Tregony View Open Space- members to consider and resolve expectation/intent if Parish Council progresses this project, to also consider financial implications to Precept.**
 Update circ. with meeting papers.
 2 Meetings have taken place with Wainhomes & Blenheims. The time scale is reliant on access to Phase 2 and play area in Phase 1. Due to timeframe, there is no reason for the Parish Council to pursue this at the moment. Although still need to pass on resident's complaints.
 Contact details for people responsible for maintenance needed.
- 21/223 Oak tree application successful- tree arriving before 27th November; to consider preparation, resolve and approve assoc. expenditure (tree guard, compost etc.).**
 Resident has offered to take delivery of the tree and look after until National Tree week.
 Parish Council needs to consider tree guard, stake, compost, fertiliser and tree ties. Cllr Deards has spoken to a person at Duchy Nurseries regarding care.
 Proposal by Cllr Goldsworthy, to approve purchase up to £50 for everything except the tree guard, and to reconsider this once quotes received from fabricator, seconded Cllr Sutherland, carried.
 The above was duly **resolved**.
- 21/224 Christmas Tree- to consider and resolve the purchase of Village Christmas tree, to approve assoc. expenditure (if any).**
 Proposal by Cllr Sutherland to approve purchase of Christmas tree along with lights and decorations up to £250, seconded Cllr Goldsworthy, carried with 1 against and 1 abstention.
 The above was duly **resolved**. Cllr Tofts to try and obtain sponsors from the Village to cover this.
- 21/225 Play Area- to receive quote for removal of old concrete base; £225, to consider and approve assoc. expenditure (if any).**
 Proposal by Cllr Deards to approve quote as want to plant trees in this area, seconded Cllr Goldsworthy, carried with 3 for & 6 abstentions
 The above was duly **resolved**.
- 21/226 Skate ramp- to consider quotes from consultants to produce a noise report, (if available) to consider next actions and approve assoc. expenditure (if any).**
 Clerk's briefing note circ. prior to the meeting. One quote obtained despite contacting 4 firms. The quote is not clear what is included, Clerk has gone back to contractor to clarify but had no response yet.
 Proposal by Cllr Sutherland to defer until next meeting to obtain clarity, seconded Cllr Goldsworthy, carried.
 The above was duly **resolved**.
- 21/227 Inter-school link- update to include lollipop person from Cllrs Tofts & Baker.**
 Written report circ. prior to the meeting.

Cllrs Tofts & Baker met with Mrs Praed, head teacher of Probus primary school on Friday 17 September.

We raised concerns regarding parking outside of the school (residents not being able to park on their drives), Mrs Praed agreed for a reminder to go into the news letter about parents parking at the village hall and walking to the school - this was sent out in the news letter on 24/09/21.

We discussed the possibility of a lollypop person, if this is not possible the suggestion of wigwam lights could be installed on the turning to chapel street. The repainting of the double yellow lines was also discussed.

We talking about a walking bus, Mrs Praed confirmed it was not possible for the school to run this, due to the limitations of staffing. It would be possible for a parent volunteer to run this but they would need to have a DBS check (would a volunteer want to be responsible for other people's children?!)

The school allotment, we discussed the possibility of this being a community garden using a timetable system, this was a grant could be applied for. Does anyone have any links for funding/ suggestions?

The school would like donations of compost and help with bed building. We did suggest adding this to the schools news letter.

Mrs Praed has offered to attend the parish council meetings, we recommend the AGM. If there are any updates Mrs Praed could email myself or Sophie.

Mrs Praed asked about the history for Probus village, asking if there are any local historians that would like to talk to the children.

Jubilee token gift, there are approx 200 children in the school (not all of these live in Probus).

21/228 Platinum Jubilee- to consider email from resident and approve assoc. expenditure, as (if any), as deferred from the last meeting.

Discussion took place.

Proposal by Cllr Tofts, to defer, seconded Cllr Dalton, carried.

The above was duly **resolved**.

21/229 Public toilets- continual problems with blocking; to consider and resolve camera and repair, to approve assoc. expenditure (if any).

Clerk reported the most recent blockage was due to vandalism and not a problem with any plumbing.

Proposal by Cllr Sutherland to defer until a blockage with drains re-occur seconded Cllr Dalton, carried.

The above was duly **resolved**.

21/230 Code of Conduct – reminder to members training to be undertaken within 6 months of taking office and the importance of not creating ambiguity.

Noted.

21/231 To seal Exclusive Right of Burial- to seal ERB 46.

Proposal by Cllr Sutherland to seal ERB 46, seconded Cllr Deards, carried.

The above was duly **resolved**.

21/232 Correspondence

- a. Various emails circulated to members on receipt during month for information-noted.
- b. Cornwall Council consultation, as July agenda (reminder), consultation closes at the end of the month. Comments to submit; slow in replying and difficult to get hold of officers as no access to phone numbers, use example of Japanese Knotweed query, inconsistent with planning permissions, agreed.

21/233 Items for the Next Agenda

- Trewithen meeting- 1 footpath plus land.
- Porta-cabin review of use (December agenda).
- Jubilee Lamp (January agenda)

21/234 It was agreed the next Ordinary Meeting of the Parish Council will be 17th November 2021 7.30pm in the Village Hall.

The meeting closed at 10pm.

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