

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 8th December 2021 in the Probus Village Hall commencing at 7.35pm.

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

Cornwall Cllr Glasson.

21/269 Apologies for Absence.

Cllr Faull.

21/270 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 & 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).

No gifts received.

Members were informed addresses for employment is needed on the Register of Interest Forms, it is members responsibility to ensure their forms are correct.

21/271 Public Participation

No public present.

21/272 Police report.

Police report October 2021, 3 crimes recorded; 1 theft A390, 1 anti-social behaviour Bosnoweth and 1 violence on High Street.

21/273 To confirm the minutes of the meeting of 17th November 2021.

The minutes of the ordinary meeting held on 17th November 2021 were declared as correct by Cllr Deards and seconded by Cllr Gillard all agreed; the Chairman signed them as a correct record.

21/274 Matters Arising

- a) 21/196- Jubilee Gardens, contractor due to start.
- b) 21/214b- Cllrs Goldsworthy & Glasson to confirm they are now bank signatories, to c/f.
- c) 21/223- Oak tree- planting 20th December 10am.
- d) 21/224- Christmas Tree- lights ordered and resident collecting soon. Clerk explained decision over lights, members agreed if a second set of the smaller lights was needed then to purchase.

- e) 21/225- Concrete plinth removal; due to start soon.
- f) 21/256- Play Area chain-link fence- scheduled mid to late February.
- g) 21/263- fireproof document safe, to purchase when appropriate.
- h) 21/266b- reply to resident re: MUGA sent. Cllr Tofts requested agenda item for additional signs on MUGA for next month.
- i) 21/260- Skate ramp- to schedule noise report for February.

21/275 Cornwall Councillor's report to Parish Council.

No update report, main concerns for Cornwall Cllr Glasson addressed under Planning Committee.

Any Community Group requiring funds Cornwall Cllr Glasson stated she still has some Community Chest Grant left, and to contact her.

21/276 To receive the financial statement of accounts for the year to date and approve payments.

- a) Payments schedule circulated to members totalling £5435.24 for December 2021, monthly forecast sheet against projected and expenditure to budget.

BACS	RSPG- pads for defibs	£70.00
BACS	Kernowek Gardeners Ltd- grass cutting (inc footpaths)	£720.00
BACS	Mr A Inglefield- Play inspections & repairs	£487.40
BACS	JK Electrical- toilets & MUGA	£266.40
BACS	Probus Village Hall - rent	£80.00
BACS	Mr N Gillard- mileage expenses	£43.20
BACS	TP Tree services- Playing field trees	£960.00
BACS	CALC- Code of conduct training (Cllr Gillard)	£24.00
BACS	Cornwall Council- Dog bin emptying	£299.27
BACS	Lockswift- Toilet door handle repair	£120.00
BACS	CIS- toilet supplies	£52.92
BACS	Phone, postage & refunds	£122.32
BACS	Staff salaries, expenses & pension	£2,151.73
DD- 28 Dec	EDF-Toilets	£9.00
DD-28 Dec	EDF-MUGA	£29.00
Total		£5,435.24

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

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

21/277 Village Hall report- update from Village Hall representative.

Due to Covid restrictions still not making any profit. Cllr Glasson reported that

November was the first month the finances broke even.

21/278 Playing Field- update from Playing Field representatives.

Cllr Maskill circ. a written report prior to the meeting.

Generally quiet with no recent issues due to dark, cold nights.

Pavilion door still being sourced. After inspection it looks as if the surrounding frame and panelling may also require replacement. Locking mechanism will be to required specification for insurance purposes.

Junior teams likely to play their Dec-Feb 21 home fixtures at Veryan football club as our single pitch cannot take the usage during the wet winter months.

Cllr Maskill reported him and Cllr Deards inspected the land past the Cemetery which the Parish Council owns, to consider if it was suitable for a football pitch, but there is no access so therefore not suitable.

21/279 Risk Assessments- Play Area to note Risk Assessment, to approve assoc. expenditure (if any), to update on gate repair.

Risk Assessments all clear, all outstanding jobs caught up, gate repair completed.

21/280 To note resignation of Sophie Baker and to consider and resolve co-option, as appropriate.

Resignation of Sophie Baker formally noted.

Clerk reported Notice is currently being displayed for a call for an Election which expires on 23rd December, members are able to co-opt once Cornwall Council informs the Clerk whether residents require an election.

To carry forward co-option date.

21/281 Burial Rules- to review and resolve as appropriate

Update Burial Rules circulated with meeting papers.

Proposal by Cllr Deards to approve, seconded Cllr Gillard, carried.

The above was duly **resolved**.

21/282 Cornwall Council -S106 Sustainable Transport consultation- currently live.

Noted.

21/283 Green Working Party (PEAT) – update on progress of Churchyard.

Cllr Dalton's update circ. with meeting papers.

Not much to report.

Planting of saplings. Still waiting to hear about the two packs of trees from The Woodland Trust we have applied for.

Probus Church Grounds. An email from Cormac was received on 16th November stating that they were looking into what sort of gravel would be out on the paths prior to estimating how much would be needed. They were looking into organising another meeting before the end of November. I have asked for an update from them.

Cllr Dalton reported application for trees has been successful, will be delivered in March. Cllr Dalton has also chased Cormac re Churchyard but has not had a

reply.

Cllr Dalton stated the Climate Emergency Grant application, which was discussed at a previous meeting, he is ready to submit a grant application to National Lottery, for green projects for £750.

Proposal by Cllr Sutherland that the Parish Council submits a grant application for £750, seconded Cllr Deards, carried.

The above was duly **resolved**.

21/284 MUGA- drainage issue, to consider and resolve obtaining quotes for repair.

One corner of the MUGA is holding water, needs drainage installed underneath. If members do decide to go ahead with this the Clerk recommends repair is not completed until after April, so as not to interfere training, although a quote can be sought, so contractors can see the issue whilst the weather is wet.

Cllr Gillard suggested obtaining an engineer's report.

Proposal by Cllr Glasson to contact astro firms to obtain advice/quote, seconded Cllr Tofts, carried.

The above was duly **resolved**.

21/285 Play Area- to receive quote from another provider (if available) and to consider and resolve.

Clerk has contacted other provider and chased. He came back to say he was working in Truro so could meet at the MUGA, 3 days were offered in the week he stated he was available, but no reply received.

Proposal by Cllr Maskill to not pursue, seconded Cllr Deards, carried.

The above was duly **resolved**.

21/286 Pavement weeds- members to consider and resolve for 2022/23, updates from Cllrs Dalton & Deards, to approve assoc. expenditure (if any).

Cllr Dalton reported that a lot of Villages and Towns have banned spraying with round-up. The Parish Council has an issue that some members do not want weeds sprayed other members do. Cllr Dalton felt an article in the magazine to ask the residents if they want the Parish Council to spray with round-up. Cllr Dalton stated he was happy to put the case for not spraying and requests another member puts the case for spraying.

Cllr Gillard queried whether there was a half- way point, that some areas could be sprayed. Cllr Dalton stated there could be a compromise, Cllr Gillard also suggested public meeting.

Proposal by Cllr Dalton an article is placed in the Probus News, he is happy to write an article covering the dilemma, which he will email around for agreement before submission, seconded Cllr Deards, carried.

The above was duly **resolved**.

21/287 Tree planting in Play Area- to consider and resolve.

Cllr Dalton reported the School can apply for a free Orchard, Cllr Dalton felt families need to be involved, and the young people need to be involved to adopt the trees, so they take ownership.

To place on next agenda.

21/288 Parish Prayer- members to consider and resolve whether they wish to continue this tradition.

Discussion took place.

Cllr Tofts suggested she brings back to the next meeting a variety of religions. Cllr Dalton felt it was a tradition and the Church plays an important role in the Village, would like to keep the status quo. Cllr Tofts felt both could be done. Cllr Maskill stated he was a traditionalist and would like to see the prayer remain. Cllr Deards stated she felt the prayer settled your mind. Cllr Maskill felt changing it would make it divisive.

Proposal by Cllr Dalton to continue with the prayer as we are now, seconded Cllr Deards.

Amendment from Cllr Tofts to carry on with the prayer but alongside have a quote of reflection, seconded Cllr Gillard,

Amendment – 2 for 7 against, amendment failed.

Original motion is the substantive motion- to continue with the prayer as we are now, 7 for 2 against, carried.

It was **resolved** to continue with the prayer as we are now.

21/289 Porta-cabin review of use- currently used by the paramedics at the Doctors' Surgery.

The Chairman reported he had spoken to the Manager of the Doctors' Surgery and they use the portacabin 3 or 4 times a week. Cllr Maskill stated when we allowed them to have the porta-cabin this was with a timeframe until the extension has been built, which has not yet started. Review dates are in December. Cllr Glasson stated as we do not know the requirements of the new Clerk, we may need the space. Cllr Goldsworthy stated that as a Parish Council we have received several planning applications, and no idea when they will be built. The Chairman queried review dates, Clerk read terms.

Proposal by Cllr Sutherland to contact the Doctors' Surgery regarding their planning application and how much time for notice required, Cllr Maskill volunteered to contact the Practice Manager, seconded Cllr Deards, carried.

The above was duly **resolved**.

21/290 Mobile speed-sign- to consider and resolve quote for repair/maintenance plan, to approve assoc. expenditure (if any).

Cllr Gillard stated that he has managed to resolve the issue, but stated a maintenance contract would be beneficial, this is £165 + VAT.

Proposal by Cllr Gillard to go ahead with maintenance contract of £165 + VAT, seconded Cllr Saunders-Fern, carried.

The above was duly **resolved**.

21/291 Delegated Decisions- advice from CALC that scheme of delegation is in place, due to changes to Covid variant, as a Parish Council is unable to hold virtual meeting unless legislation changes, ready if Covid uplifts, to consider & resolve.

Proposal by Cllr Maskill to adopt scheme of delegation as last resort, seconded Cllr Deards, carried.

The above was duly **resolved**.

Proposal by Cllr Tofts to delegate Chairman, Vice Chairman and Clerk for the various Committee/ Full Council, seconded Cllr Deards, carried.

The above was duly **resolved**.

21/292 To consider and resolve excluding Press & Public under the 1960 Admission to Meetings Act due to confidentiality of next 2 agenda items.

None present.

21/293 Staffing Committee- update from Staffing Committee following interviews for Clerk/Responsible Financial Officer vacancy.

Confidential update circ. with meeting papers- noted.

Cllr Gillard thanked members of the Staffing Committee. Cllr Gillard reported an informal meeting with CALC for advice had taken place, who confirmed hours and rate were correct. Also made it clear there should be a 6 month trial period.

Proposal by Cllr Gillard, Clerk to go ahead and set-up mobile phone ready for handover, seconded Cllr Maskill, carried.

The above was duly **resolved**.

Staffing meeting set for tomorrow, to sort out Locum Cover, Clerk has made contact with a Locum who is happy to help. Would need to go on Pay Role, to ensure Parish Council HMRC duties are met including Employer NI.

Cllr Gillard thanked for putting paperwork together.

Cllr Gillard to send a summary report of the meeting to all members to keep everyone updated.

21/294 MUGA- update on CCTV and to approve assoc. expenditure (if any).

Clerk reported on issue to members.

To defer to next meeting.

21/295 Correspondence

- a. Various emails circulated to members on receipt during month for information-noted.
- b. Email from resident re temporarily closing skate ramp- a resolution was passed on the 15th September 2021 when this was considered previously, it was resolved to keep the status quo until noise reports had been received, this cannot be revisited except by Special Motion (Standing Order 8a), which would need to be submitted to the Clerk and placed on the January agenda. Members did not want to revisit the resolution by Special Motion.

21/296 Items for a future Agenda

- Trewithen meeting- 1 footpath plus land.
- Jubilee Lamp & well pumps (January agenda/ re-painting scheduled weather permitting).

- Tregony View Open Space (end of 2022)
- NDP- when appropriate
- Facebook
- Platinum Jubilee (when/if group is formed)
- Create Community Orchard/Maze/ Tranquil Woodland glade.
- Set up of meeting room.
- Additional MUGA signs

21/297 It was agreed the next Ordinary Meeting of the Parish Council will be 12th January 2022 7.30pm in the Village Hall.

The meeting closed at 9.45pm.

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