

ST EWE PARISH COUNCIL

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DRAFT MINUTES

Parish Council Ordinary Meeting
St Ewe Village Hall, 7.00 PM
Monday 8 January 2018

PRESENT:

Councillors: Will Richards (Chairman), John Dickinson (Vice-chairman), Allan Brooks, Diane Clemes, Michelle Floyd arrived at 7.45pm, Trevor Harman, Trevor Johns, Janet Lockyer, Lesley Storr

ALSO PRESENT:

Mrs Christine Wilson, Clerk to the Parish. Ward Member Cllr Cherilyn Williams. No members of the public

ABSENT:

Councillors: Philip Vellenoweth

Abbreviations:

Councillors' names – abbreviated with their initials. CALC – Cornwall Association of Local Councils. CC – Cornwall Council. CLT – Community Land Trust. LCF – Low Carbon Fund. LMP – Local Maintenance Partnership. PC – Parish Council. SE AHL – St Ewe Affordable Housing Limited. VH – Village Hall. *** indicates consultee comments for planning applications decided by the Parish Council; formal submission is delegated to the Clerk.

Note on numbering:

The prefix will follow the Municipal Year which begins in May. January and March will carry the 17/ prefix. At the May 2018 meeting the first item on the Agenda will be 18/01.

The meeting began at 7.00 pm and the Chairman welcomed all.

17/77 Apologies

Apologies were received from PV and MF apologised that she would be late because of work.

17/78 Councillors' interests

A) Declarations of interest. None

B) Request for dispensation. There were no requests.

17/79 Public Session.

None.

17/80 Meetings and governance

A) Previous Actions. The clerk explained that there were no outstanding actions except that she was waiting for the documents from Cuby Parish Meeting to send to Aura Wind (Tregony) Ltd regarding the Pittsdown wind turbine community contribution. The company requested that all three parishes' documents be sent together by St Ewe's clerk. The next payment was not due until August, so there is still time.

B) The council **RESOLVED** that the minutes of the meeting held on 13 November 2017 were a true and correct record (proposed WR, 2nd JL) and they were duly signed.

17/81 Finance

A) Clerk's reports on Budget Comparison and Cash Flow were noted and there were no queries.

B) Luxulyan Parish Council has agreed to continue the 75/25 split in costs for relevant training, mileage and office supplies.

C) External Audit. As the parish has a turnover under £25,000, the council has the option of having a 'light touch' external audit or not at a cost of £200. This option has come about because of the strict Transparency Code requirements for councils with a turnover under £25,000, requirements which include the publishing of the list of parish payments for the year and other information (as found on the st-ewe-parish.co.uk website on the **Council Accounts** page). Nevertheless, the Annual Return must be filled in and published as before. The yearly internal audit by an independent person is still a requirement.

After discussion, the council **RESOLVED** (proposed JD, 2nd TH) to suspend the external audit for this year 2017-18 and review the question again for the next fiscal year. The Annual Return and Governance Statements 2017-18 will still be published on the website.

D) Transparency Fund Application. This is the last year central government is repaying small parish councils for the cost of compliance with the Transparency Code. Since 2015-16, this fund has paid for the setup of the website, the installation of broadband into the Village Hall and the clerk's time on the website (half an hour per week). This is the third and final year of the Fund and, as the parish council does not own a laptop or a scanner, it is eligible to apply for these. It was **RESOLVED** (proposed JD, 2nd WR) to apply to the Transparency Fund for these items along with the usual amount for the clerk's time on the website and the annual hosting costs. In future, these costs will be paid for by the parish council.

ACTION: Clerk

E) The clerk has reclaimed VAT amounting to £142.02 (between the dates 01-10-16 to 31-12-17) and expects repayment in the account shortly.

F) Payments totalling £714.57 were authorised (proposed: WR; 2nd JD). Clerk salary & expenses, £476.36 ; Election Recharges for an uncontested election, £224.48; Light for St Ewe red telephone kiosk, £13.73.

17/82 Ward Member Cherilyn Williams' report

- Has discussed the state of the road from Tucoyse to Polmassick, including Deer Park Farm.
- Drain clearing was also highlighted as an issue.
- The Cornwall Council Electoral Panel continues its work for submission to the Boundary Commission before 19th February.
- Community Chest money is still available until mid-February.
- Cornwall Council has 3 full council meetings before March which is unusual.
- Cherilyn and her colleagues are asking Cormac to publish its salaries. There is ongoing work amongst Cornwall Councillors to see that the Councils relationship with Cormac is more transparent and that tendering for contracts follows due process.

17/83 SE AHL Community Survey

It was **RESOLVED** (proposed JD, 2nd DC) that the clerk would write to the Cornwall Rural Housing Association (CRHA), with a copy to SE AHL, asking them to proceed with a survey of local housing need in St Ewe Parish.

ACTION: Clerk

17/84 Fingerpost repairs

WR has received a rough estimate from a local craftsman for the repair of the metal fingerpost without using iron, but in keeping with the fingerpost, along with a rough estimate for the delivery of a wooden fingerpost to replace the dilapidated one. Though the PC has not budgeted specifically for this, there are reserve funds which could be vired to assist with the costs for the two fingerposts.

It was **RESOLVED** (proposed WR, 2nd JD) that WR would request a quote from the craftsman for both jobs, with the intention of repairing the iron fingerpost first. JD and the Clerk will use the quotes to apply to the Ward Member's Community Chest for a grant for the work, one at a time.

ACTION: WR, JD, Clerk

17/85 Cornwall Statement of Community Involvement for Planning

This was discussed with the Ward Member in its context for St Ewe Parish; however, no proposal was made for a formal response.

17/86 Planning. Decisions are listed on the website under *Planning St Ewe Parish* and in *Clerk's Notes*. Enforcements can be found in *Clerk's Notes*.

A) No planning of note.

B) No planning correspondence.

C) There were no applications for consultee comments.

17/87 Highways

A long discussion with examples of inefficiencies and inadequate repair works. The clerk went through the year's proposed works which are published annually in the spring by Cornwall Council and available on the parish website on its webpage, *Highways St Ewe Parish*.

The surface of the road at Higher Kestle Cottage is breaking up. Potholes were repaired but the repairs quickly fell into disrepair again. The whole surface needs work. The clerk will advise Cormac again.

ACTION: Clerk

17/88 Assets

A) Footpaths and verges.

i. PV has promised to speak with the contractor for the footpaths who has not been in contact with either the clerk or with the Lead Councillor for footpaths, JD.

ACTION: PV

ii. JD was concerned that the current contractor might not wish to continue cutting the footpaths and that there might not be many contractors prepared to do the work. JD said the council should ask the verges contractor to quote for the work and this was agreed.

ACTION: Clerk

B) Telephone Kiosks. The St Ewe kiosk will soon be ready after the last few jobs. AB will liaise with H. Elliott to write an article in the Tower & Spires about the project and it will also be placed on the website on the *Notices* page.

ACTION: AB and Clerk

C) Website. JD pointed out that events information is not very up to date on the website. It needs a bit of refreshing. The clerk will help update the menu with the correct Country Fair date and other pages should be reviewed by their respective editors. More dates with Pub Quizzes and exercise clubs should also be available.

ACTION: Webpage editors, Clerk, community event organisers

17/89 Parish Matters

A) Emergency Plan Project.

Cllr Janet Lockyer is in organising a group to look at an Emergency Plan/Profile for St Ewe that would be filed with Cornwall Council and help emergency services know where to find vehicles, supplies, shelter, equipment and key personnel in emergencies. The group needs to complete the working draft. When the document is ready and submitted to Cornwall Council the Parish Council receives £100. When the document is tested for accuracy and passes this test, the Parish Council receives another £400. JL may supply the Clerk with details to advertise this project on the website. Contact should be made with owners of generators, four-wheel drive vehicles, etc, to get permission for their contact details to be mentioned in the Emergency Plan.

VOLUNTEERS: JL, WR, JD, AB, TJ, MF

If anyone is interested in helping with the plan, please contact Cllr Janet Lockyer.

B) Flooding should be taken off the agenda as a standing item!

C) Village Hall. The committee will send the clerk the invoice for the broadband.

17/90 Correspondence and Invitations. (A complete list in *Clerk's Notes*)

A) The Pension's Regulator has acknowledged the council's Declaration of Compliance.

B) CC's Winter Wellbeing pamphlet has been left in the Village Hall.

17/91 Business for the next meeting.

Fingerposts.

17/92 Date of the next meetings.

The next ordinary meeting is Monday, 12 March 2018, starting at 7.00 pm, St Ewe Village Hall. An extra-ordinary meeting to discuss planning may be arranged, if required.

The meeting closed at 8.48 pm and the Chairman thanked everyone for attending.

Mrs C Wilson ~ Parish Clerk ~ 11 February 2018