

Ordinary Meeting of the Council – Tuesday, June 14, 2022 at 7pm

Location: St John's Church, Delabole

DRAFT MINUTES

- 22/148 Councillors present**
Cllrs R Chapman (chair), H Ferguson (vice chair), K Cann, C Keat, N Hatch, J Chapman, A Pooley and E Reynolds. Also present S Cleave (clerk), Dominic Fairman, Cornwall Councillor, and three members of the public.
- 22/149 Apologies for absence**
Cllr A Stacey – holiday.
- 22/150 Declaration of Interests**
None.
- 22/151 To receive and approve minutes of last meeting**
Councillors approved the minutes of the Ordinary meeting held on May 10, 2022.
Proposed: J Chapman Seconded: K Cann Votes: Unanimous
- 22/152 Public Participation (15 minutes allowed for this)**
One member of the public (MOP) firstly asked if the council knew the result of the consultation that was held on the congestion scheme. Cllr R Chapman said no. The MOP said at the last meeting he asked for a parish vote on the scheme and the parish council had refused. This was disputed by the chair. The MOP said if a third of the public present at a meeting requests a referendum, there has to be one, as he was one of three present. The MOP said he had spoken to Simon Mansell, the monitoring officer at Cornwall Council who said the call of a poll is binding over any group. The MOP was reminded that the congestion scheme is a Cornwall Council project. Thirdly, the MOP said the parish council had given £30,000 of money towards the scheme. Cllr R Chapman said the sum had been earmarked in case the parish council want additional features, such as signs. The clerk will look into the rules regarding referendums and will speak with Mr Mansell.
- * The member of the public left at this point*
- 22/153 County Councillor report - Cllr Dominic Fairman**
Cllr Fairman joined the meeting after holding a meeting for residents concerned at the proposed congestion scheme. He said residents are not happy with the loss of on-street parking in the scheme. One resident wrote to Cornwall Council's chief executive about the need for a bus shelter, and now a new bus shelter will be put opposite the chip shop. Unfortunately this will mean loss of more parking. Cllr Fairman said there could be a possibility of some pull in spaces being used as parking. Generally people were supportive of the plans, and it has not been easy to get the funding for the village. Cllr Fairman is also organising a meeting about the phosphates and sewage in the River Camel. It is hoped representatives from the Environment Agency, South West Water and the Rivers Trust will be in attendance. The meeting will be held next month at the Betjeman Centre in Wadebridge. More details to follow.
- 22/154 Clerk's report**

The clerk's report was noted. This included ordering a new unit for the men's toilet; answering queries from members of the public on dropped kerbs, the council's finances, cemetery cutting and road sweeping; received the internal audit and sorted next steps for the AGAR; filled out Land Registry forms for the transfer of land from St Teath Parish Council; renewed traffic warden contract.

22/155

Consideration of planning applications

a. PA22/03818 | Construction of single-storey rear extension featuring an orangery and terrace, with additional extension to the loft conversion including pitch roof dormer to front and inset balcony to rear. | Treligga Downs House Access To Bay View, Treligga Downs, Delabole PL33 9DQ. Councillors raised no objection to the plans.

Proposed: H Ferguson

Seconded: C Keat

Votes: Unanimous

b. To consider any other consultations received since publication of the agenda.

PA22/03369 Extend existing linked garage detached bungalow with a new single storey rear extension to incorporate a new lounge and integrated access to a new office and to the existing garage, 4 Slate Close for Hayley Smith and Karl Stone – APPROVED

This was noted by councillors.

22/156

Correspondence

The following correspondence was noted:

- Cornwall Council – 20mph rollout Phase 1 consultation
- Cornwall AONB – Cornwall Area of Outstanding Natural Beauty Management Plan 2022-2027
- Cornwall Buildings Group – Buildings At Risk Project
- Primary Care Support England – Delabole Surgery application outcome

22/157

Delabole Skate park

Zoe Burnard and Jo Harris from the skatepark committee has given the clerk an expression of interest form to fill out and sign for CIL Fund monies. They are still waiting for National Lottery funding, but asked if the council would be happy for them to start the ball rolling before the official transfer from St Teath Parish Council had taken place. Clerk to chase St Teath Parish Council clerk for her form, as the committee has waited over a year to get things sorted. Councillors agreed for the clerk to send off the CIL Fund form and also for the committee to begin the National Lottery funding process.

Proposed: N Hatch

Seconded: J Chapman

Votes: Unanimous

22/158

Wildflower Area

Cllr Hatch said some planting was taking place on Wednesday (June 15), after the Jubilee event had to be cancelled. Some signs have been made and she has picked up some plants from Hilltop Farm Shop. The area is progressing well.

22/159

AGAR

Councillors ratified the Annual Governance Statement as discussed at the May meeting.

Proposed: H Ferguson

Seconded: K Cann

Votes: Unanimous

22/160

Council policies

Councillors ratified the Vexatious, Communications and Freedom of Information Act policies, as discussed at the April meeting.

Proposed: K Cann

Seconded: H Ferguson

Votes: Unanimous

22/161

Ring-fenced money

Councillors discussed the ring-fenced money as recommended by the Finance Committee in September 2021. Cllr Cann raised concern over the amount ring-fenced for running costs. The council will hold a finance meeting in September to review (6pm Tuesday, September 13 Methodist Church).

*Cllr Hatch left the meeting *

- 22/162 Bench on High Street**
The council has a bench located along the High Street, opposite M&R Motors. The resident of the property behind wishes to make his drive bigger by taking down the wall and would like the bench moved. Cllr R Chapman said it could be moved to Treligga Downs Road. Cllr Keat said the bench has been there for a long time, and maybe the council could ask the resident to pay to move it. The bench is on a concrete plinth so would need to be dug up, with the ground reseeded, and a new concrete plinth made for any new location. It was noted that it is Cornwall Council's verge and the parish council's bench. The clerk to contact the resident to ask him to write to the parish council with his plans.
Proposed: E Reynolds Seconded: H Ferguson Votes: Unanimous
- 22/163 Bus shelter seating**
Cllr R Chapman proposed that the council take off the wooden rungs to leave a flat concrete surface in the bus shelter. There have been many incidents of the wood being dug at and burnt. Clerk to contact Phil Burnard about doing the work. Cllr Ferguson also noted someone had complained about the state of the toilets. Cllr R Chapman to check.
Proposed: C Keat Seconded: E Reynolds Votes: Unanimous
- 22/164 CCTV**
The council received a quote from Andy Lawler for the camera and fittings needed for CCTV in the playing fields. The price would be £676.81 including VAT. Andy has kindly offered to fit the system free of charge. The system will also take three other cameras, which could be located on the pavilion or the light pole to watch the other areas. Cllr R Chapman said if the council agrees, the CCTV could be set up before the carnival. The clerk will look into signs and to the electrician. It was proposed that the council agree to the quote.
Proposed: K Cann Seconded: J Chapman Votes: unanimous
- 22/165 July and August payments**
Councillors agreed to approve the July and August payments by email (these will be listed on the September agenda).
Proposed: E Reynolds Seconded: H Ferguson Votes: unanimous
- 22/166 St John's Churchyard grant request**
The council considered a grant request from St John's District Church Council towards the upkeep of St John's Churchyard. Cllr R Chapman said it was debated last year and £600 was given. Cllr Reynolds said the churchyard needs to be looked after. It was proposed to give £600 towards the cost of the upkeep.
Proposed: E Reynolds Seconded: J Chapman Votes: six in favour, one abstention
- 22/167 Regulations**
This item was placed on the agenda at the request of a member of public. Councillors did not have anything to discuss.
- 22/168 Playing fields ROSPA report**
Councillors received the recent ROSPA report for the King George V Playing Fields. Cllrs J Chapman and A Pooley to look at the issues raised.
- 22/169 Well Street noticeboard**

Councillors discussed the condition of the noticeboard, which has no padlock, needs painting and is not big enough to take the council agenda/minutes. Councillors agreed there was an adequate noticeboard on the High Street, and proposed to ask Phil Burnard to remove it, leaving one main parish noticeboard.

Proposed: H Ferguson

Seconded: E Reynolds

Votes: Unanimous

22/170

CIL Fund

Councillors discussed bidding for funding in the latest round of the CIL Fund. The clerk to put in two applications – for the CCTV system and also for the wildflower area.

Proposed: J Chapman

Seconded: H Ferguson

Votes: Unanimous

22/171

Finance

a. Councillors noted the balances of accounts as accurate for June 8, 2022. Two councillors signed the bank reconciliation statement on behalf of the council as noted.

Bank Balance 08/06/2022

£ 119,165.58

b. Councillors noted the income received. Two councillors signed each remittance advice on behalf of the council as accepted:

<u>Name</u>	<u>Budget line</u>	<u>Payment method</u>	<u>Value</u>
E Reynolds (cemetery plot)		BACS	£331.00
D Paul (cemetery plot)		BACS	£331.00
Arthur W Bryant (Parsons)		BACS	£451.00
		Total	£1,113.00

c. Councillors noted and approved the below payments. Two councillors signed each invoice on behalf of the council as authorised and noted where direct debits and other payments have been pre approved:

Budget Line		Total	Vat
Staff wages	Staff wages (May)	£1,247.90	
Pension	Cornwall Pension Fund (May)	£127.60	
Office	3 mobile phone	£5.89	£0.98
Grants	Delabole Youth Club	£1,240.16	
Cllr/clerk mileage	Clerk mileage to one meeting	£16.20	
Office	Stamps, box file, lever arch folders	£17.16	
Cemetery	Scribe cemetery set up fee and annual subscri	£450.00	£75.00
Maintenance, utilities & supplies	Source4Business – water at cemetery	£235.10	£5.70
Maintenance, utilities & supplies	Source4Business – water at toilets	£172.61	£36.02
Section 137	Defibrillator insurance – Planet Park	£118.67	
Hall Hire	Methodist Church (May meeting)	£18.00	
Maintenance, utilities & supplies	British Gas (Playing Fields toilets electricity May 2 t	£160.75	£7.65
Parking	Cornwall Council (parking warden April)	£20.70	
Commercial waste	Suez (cemetery)	£61.75	£10.29
Grass Cutting/Weedspraying/footpaths	May (new contracts)	£1,920.00	£320.00
Audit	Internal audit (LJC Bookkeeping Services)	£225.00	
Play equipment/ROSPA	Annual ROSPA inspection	£126.00	£21.00
Commercial waste	Wheelie bin mixed waste removal	£15.00	
Office	Printer ink	£33.09	£5.52
Jubilee	Donation to St John's Church	£60.00	
Jubilee	Donation to FLEET	£60.00	
Jubilee	Pack Away Play – children's disco and face pc	£130.00	
Jubilee	Pencils	£3.15	
Jubilee	Ribbon	£5.60	£0.93
Jubilee	Bondaweb	£23.88	£2.98
Jubilee	Trophy	£18.90	
Jubilee	Napkins and tablecloths	£34.74	
Jubilee	Chocolate gifts for judges	£90.95	£14.17
Jubilee	Freddo chocolates for prizes	£23.82	£3.96
Jubilee	Refreshments, table covers and party bowls	£68.19	
Jubilee	Stickers for mug bags	£11.89	£1.98
Jubilee	Bags for mugs (x24)	£10.99	£1.83
Jubilee	Bags for mugs (x 120)	£44.41	
Jubilee	Bags for mugs (x 30)	£11.12	
Jubilee	Card for certificates	£5.89	£0.98
Jubilee	Bags for mugs (x30)	£12.07	
Jubilee	Cotton bias binding	£17.98	£3.00
Jubilee	Fabric	£24.85	
		£6,870.01	£511.99

Councillors also agreed to give donations to the two bands that played during the jubilee celebrations from the jubilee fund (£100 each).

Proposed: J Chapman Seconded: K Cann Votes: unanimous

Councillors voted to approve the finance. Clerk to check the VAT difference on water at the cemetery and the toilets.

Proposed: A Pooley Seconded: K Cann Votes: unanimous

d) AGAR

Councillors ratified and signed the accounting statement, as discussed at the May meeting.

Proposed: H Ferguson Seconded: K Cann Votes: unanimous

22/172 Agenda items for next meeting – Tuesday, September 13, 2022, Methodist Church, Delabole.

- Treligga footpaths (ask for an update)
- Gate at the bottom of the cemetery
- Planning application that possibly contravenes permission granted

22/173 Exclusion of members of the public and press

To resolve that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely discussion of confidential information.

Proposed: H Ferguson

Seconded: R Chapman

Votes: unanimous

22/174

Staffing

The council resolved to approve the recommendations in the confidential report.

Proposed: E Reynolds

Seconded: J Chapman

Votes: unanimous