

## St Breward Parish Council 2023/24

### Minutes of the Council meeting for

**Tuesday 2<sup>nd</sup> May 2023 at 7pm**

**Held in St Breward Village Hall**

1) Parish Councillors Present: Fiona Camboropoulos, Paul van der Ben, Patrick Lucas, Veronica Stansfield, David Cornelius, Darren Wills, Denis Lusby

Unitary Authority Councillor Present: None

Clerk to the Parish Council: A Cornelius

Members of the Public Present: Kevin Foster

	Minutes	Action req'd/Person responsible
Public concerns and issues raised prior to start of the PC meeting	The impending closure of the village shop and post office was brought as a public concern and people came forward to offer their interest in supporting a steering group to take the next steps. Mr Foster attended the meeting and made points with regard to: 20mph signs Would the Parish Council be mindful of language when using the phrase 2 <sup>nd</sup> homes, and replace it with 2 <sup>nd</sup> properties or dwellings. KF shared the GDPR forms for completion – Neighbourhood Watch.	
2) Apologies	Stephen Nankivell (work), David Poxon (holiday), Dominic Fairman (unwell) – the PC accepted all apologies.	
3) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of Conduct)	None	
4) Minutes of the meeting 3 <sup>rd</sup> April 2023	Mr Foster left the meeting 20:04hrs. The PC approved the minutes of the meeting held on 3 <sup>rd</sup> April 2023. Proposed by DW , seconded by DCC . All in favour.	
5) Matters Arising	<ul style="list-style-type: none"> <li>i) Adoption of Safeguarding Policy – DL will present in April meeting. Deferred to June.</li> <li>ii) DL has drafted the specification for Rylands Bus Shelter in order to receive quote – no applicants at present, despite extending the date. Councillors agreed to form a project group and address this.</li> <li>iii) PC discussed the 20mph signs and agreed the following course of action: to order some new 20mph signs – Clerk to get costs.</li> <li>iv) Clerk still has not heard from Community Heartbeat Trust re telephone box – will keep chasing</li> <li>v) Order for 1 multi- purpose litter bin and 2 x 90L grit bins completed – delivery received – weather has prohibited placement but should be done in next month.</li> <li>vi) Claylands Bus Shelter deeds – Clerk to review – outstanding – review at June meeting.</li> <li>vii) Just Giving table - £28.16 spent in past month and reimbursed to VS. This will be reviewed in June.</li> <li>viii) Elan City MVAS – complete unit has been delivered and received. Councillors Poxon &amp; Wills will install after their holidays.</li> <li>ix) DW will share recording of current system - date to be confirmed.</li> <li>x) LMP paperwork signing by Clerk &amp; endorsed by Chairman– to be done in May meeting – completed.</li> <li>xi) Sarah Sims has offered dates to meet about the Leat etc as discussed in the March meeting. The preferred date/time will be 10<sup>th</sup> May 2 30pm I &amp; WM Hall – Clerk to respond to Sarah.</li> </ul>	

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	xii) DW has spoken to Julie about overhanging trees at entrance to school lane- and she will get them trimmed.	
6) Public Concerns & Comments	The PC noted the points raised.	
7) Planning matters & planning applications	<p>i) <b>PA23/02636 Mowhay Cottage East Rose Farm St Breward</b> Change of use of holiday unit to holiday/and or annexe use. Mr M Morris. The PC supports this application – PvdB, FC – all in favour.</p> <p>ii) <b>Decisions:</b> PA23/01681 approval not required, PA22/05940 approved, PA21/06455 approved, PA22/02756 approved, PA23/01148 approved.</p>	
8) Police Report will be received	Bodmin & Wadebridge Neighbourhood Police Team Watch Office newsletter circulated.	
9) Updates from CALC	CALC have asked what if anything St Breward is doing anything to mark Armed Forces Day on 24 <sup>th</sup> June 2023 – nothing.	
10) Play Areas at Rylands	<p>a) Annual Report received from Rynat Ltd – reviewed by PC and minor adjustments required only. Mant Leisure will be approached to review these areas. DL to action.</p> <p>b) DL sent all weekly checks through to the Clerk via email prior to the meeting and advised the following: ‘ all checks OK except for the gates. Likely that the PC will need to pay for maintenance on them.</p> <p>c) DL advised that he will contact Mant Leisure to progress improvements.</p>	
11) Village Seats, grit bins, bins & notice boards	a) PvdB – will see Mr Kay about Jubilee commemoration seats.	
12) Rylands & Claylands Bus Shelters	.Covered in matters arising	
13) Shared Rural Network project	PC reviewed information and asked Clerk to notify planning dept that they had omitted to inform St Breward Parish Council in this pre-app. Thanks noted to Blisland Councillor who informed St Breward.	
14) Application for shared prosperity fund – ideas received & discussed	<p>Previous context noted: <i>Apportioned £360,000 for Bodmin/Wadebridge area (which St Breward is part of). Examples could include - Refurbishment of Halls &amp; Community assets, footpaths (eg. FP 13), extension of GP services, refurbishment of toilets. Caveats – has to be delivered in next 2 years. Sarah Sims will be our Community Link Officer. Ask for money you need, bids that are match funded are often prioritised if Parish is making a contribution. DF will inform the Guides re the Guide Hut. Replacement signs for Holy Well, and Mine Hill area.</i></p> <p>DF has sent the document to Clerk for application. Clerk to contact Sarah Sims to help feasibility of a project involving the Leats etc – following the PC APM. All agreed to consider all schemes at next meeting and bring collective ideas so application could be completed.</p>	
15) Footpaths	<p>a) The PC noted the LMP paperwork and grant funding for 23/24 – which was signed by DL .</p> <p>b) The PC reviewed the one tender application for the FP paring 23/24 and agreed to award it to Mr P Hoskin. Proposed by DW , seconded by VS – all in favour.</p>	

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	c) It was noted that Mr Hoskin did not tender for the grass cutting & urban footways maintenance. It was agreed to readvertise the grass cutting spec. Proposed by DW, seconded by VS –for review at June meeting	
16) Annual Parish Meeting	The Chairman confirmed that this will be convened on 22 <sup>nd</sup> May 2023 – and indicated that the agenda will include: Any update from the community shop steering group & the leat (coombe Road) and associated water courses throughout the village.	
17) Public Conveniences	Nothing to report.	
18) The PC will note all reports made to Cornwall Council in the past month and update on progress	a) Allensford Bridge – temporary repair completed. b) 101006546820 – Penvorder Lane – reported.	
19) Reports will be received by Unitary Councillor Fairman and/or the members of the Parish Council	a) Just Giving Table – report given by VS regarding provisions which are being taken. The PC agreed to continue with the 6 month project. b) DL confirmed that he and VS attended the Camelford Community Network meeting on 25 <sup>th</sup> April and said their farewell & the PC decision to join the Bodmin/Wadebridge Network moving forward after the boundary review. c) DL shared a report following the attendance of the community housing conversations on 19 <sup>th</sup> April at the Heartlands in Pool. It was quite well attended and he spoke with Sarah Roberts (Principal Housing Officer) discussing the fact that St Breward did not have a neighbourhood plan, but can still get help regarding affordable housing. Councillors agreed to invite her to a future meeting.	
20) Financial Matters	The PC noted that the current account has £789.08 on 2.5. 2023 The PC noted that the savings account has £33212.57 on 2.5. 2023 The PC reviewed all payments, BACS payments and inter account transfers and all actions supported. Proposed by DW , seconded PvdB – all in favour. The PC noted the following: Precept was received on 4.4.23 £12510.50 Clerks pay for 2023/24 recognises the annual incremental increase to SCP Point 24 - £16.16/hr., and also entitled to one more annual leave day from April 2023. Clerk advised that having received guidance from NALC - there is a recognition that the annual using home as an office payment should be based on £26/month/£312/year. This will need to be considered by the PC when the annual budget planning meeting takes place for next year's allocations. The PC received the PWLB end of year summary. The Clerk confirmed that invoices have been paid for the Just Giving Table in April 2023, that BDO have sent through the external web link for audit completion purposes, that the invoice for the coronation mugs & from Duchy Defibrillators has been received and that British Gas has sent through an alternative quote for the electricity rates in the public toilet.	

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	<p>Payments in May 2023:          PAYE: £103.40          Cleaner: £240          Clerk: £413.72          PWLB: £1686.83          British Gas : £41.81 (2<sup>nd</sup> Feb – 1 March 2023) Need to call British Gas as current energy plan ends of 30 May 2023.          V Stansfield (Just Giving Table) £28.16          Duchy Defibrillators:£372 (annual monitoring fee &amp; mobile data)          Tri Star Media: £1045.20 – 200 coronation mugs          Payroo: £6          V Stansfield (Just Giving Table) £6.94</p> <p>The Clerk advised that the Elan City MVAS has been ordered and delivered.</p>	
21) Correspondence	<p>a) Town &amp; Parish newsletter received via email          b) Tomas Hill (CC) requesting information re West Candra          c) Parishioner re how to report a pothole          d) Update re bridge at Allensford</p>	
21) Forthcoming Training/Meetings/seminars	<p>Invitation to Coronation Service of commemoration 7<sup>th</sup> May 2023 Truro Cathedral          Annual Parish Meeting on 22<sup>nd</sup> May 2023 at 7 pm in the Village Hall.          Cycle event 14<sup>th</sup> May 2023 Moor to Moor &amp; single moor event going through the parish          CLOS Good growth fund information event 1 30 – 4pm Liskerett Community Centre Liskeard          12/06/23 Bude &amp; Camelford Community Area Partnership meeting 7-9pm</p>	
22) Items for discussion at next meeting	<p>Safeguarding Policy for adoption          Rylands &amp; Claylands Bus Shelter          Leat/flood management          Application for shared prosperity fund – Councillors to bring ideas</p>	
23) Date & time of next meeting	<p>The PC agreed to hold the next meeting on Tuesday 6<sup>th</sup> June 2023 at 7pm          Meeting closed at 21:20hrs</p>	