

St Breward Parish Council 2015/2016
Minutes of the Council meeting for
Tuesday 2nd February 2016
Held in St Breward Institute & War Memorial Hall starting at 7pm

Parish Councillors Present: Veronica Stansfield, Joe Kay, David Cornelius, Barbara Kendall, David Poxon, Darren Wills, Jane Hanscomb, Ben Fairman, Denis Lusby.

Unitary Authority Councillor Present: None

Clerk to the Parish Council: Anita Cornelius

Members of the Public Present: None

	Minutes	Action req'd/Person responsible
Public concerns and issues raised prior to start of the PC meeting	None.	
Apologies	SN	
Minute's silence	The Parish Council observed a minute's silence in memory of Mr Dennis Champion who had been a Parish Councillor for 9 years, since 5 th September 2006 after Councillor Hutton resigned from the Parish Council. Mr Champion had to leave his office due to ill health in 2015 and the Parish Council recognized his contribution, passion, support and help to the community of St Breward.	
1) Co-option of 2 new Parish Councillors	Dr Fairman and Mr Wills signed their Declaration of Acceptance forms, following their co-option to the Parish Council. They were asked to complete their Register of Interests Forms within the next 2 weeks. The Chairman welcomed them to the Parish Council team.	BF/DW
2) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of Conduct)	None	
3) Minutes of the meetings held 5 th January 2016	The PC approved the minutes of the meeting held on 5 th January 2016. Proposed by VS , seconded by JK - all in favour.	
4) Matters Arising	Grit/rock salt delivered to Mr Nankivell.	
5) Public Concerns & Comments	None	
6) Police Report	Report received from PCSO Crocker: 3 x crimes for St Breward this month. 2 x dangerous dog incidents 1 x common assault.	

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	No reported incidents of anti social behaviour	
7) Planning matters & planning applications	<ul style="list-style-type: none"> a. PA15/12045 St Breward Primary School North Cornwall Primary Schools Rep Installation of a 30kW ground mounted solar PV array, fencing, educational garden area and biomass storage container. St Breward PC supports this application – Proposed by DCC, seconded by DP – all in favour. b. PA15/11834 Mr P Millward, Hallagena Farm, St Breward. Erect a new building to accommodate reception, changing and toilet facilities in connection with existing business. St Breward PC supports this application. Proposed by BK, seconded by BF. 1 abstention and 8 in favour. c. PA16/00209 Bryannack, Limehead St Breward. Garage conversion to domestic accommodation. St Breward PC supports this application. Proposed by JK, seconded VS – all in favour. d. Approvals/refusals will be received – only 2 approvals in the month – PA14/12073 (Hallagena) & PA15/10758 e. Correspondence - Flood Risk at Rylands – the PC received an update and reviewed the questions posed by CC/Parishioner. The PC agreed a response for the Clerk to email to the Parishioner. f. Consultation document – Strategic Plan – PC noted consultation period and will feedback their comments at the next PC meeting. 	
8) Defibrillator	The Clerk informed the Parish Council that the annual monitoring invoice had been received from AED Locator. This will cost £354/year (including 20%VAT). This covers the defibrillator from 13.01.16 – 12.01.17.	
9) Financial Matters	<p>The Clerk apologised and advised that the current account did have another £15 fee charged due to the previous unauthorised overdraft and gave the rationale behind this (grit purchase not included in total transfer sum at last meeting). Therefore the Clerk sought retrospective approval for the transfer of £210 on 1st February 2016 - which prevented any further charges to the account. Proposed by BK, seconded by JH. All in favour.</p> <p>The current account has £208.38 overdrawn (as at 01.02.16). The savings account has £6936.81 (prior to transfer of money) Payments presented for approval: Clerk: £282.04 Cleaner - £90 PAYE –£70.40 FLEET – Village Defibrillator annual maintenance cost – power supported under Section 137 - £354 British Gas – electricity bill for public convenience - £39.01 The PC proposed to transfer £900 from the savings account to the current account. Proposed by DW , seconded by VS – all in favour.</p>	

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19:42hrs	Meeting closed for a comfort break Meeting reopened at 19:48hrs	
10) Toilets at Row	The Clerk confirmed that Ms Yeo has tendered her resignation from the position as cleaner to the Public Conveniences from 25 th January 2016, and has given one month's notice. The PC resolved to advertise the post. Discussions took place about the maintenance works required for the toilet. This will be discussed next month. Awaiting valuation for toilet from local builder for insurance purposes.	
11) Telephone Kiosk at Row	The Parish Council resolved to accept the kiosk from CHT and agreed to sell it. Proposed DW, seconded by DCC – all in favour.	
12) Footpaths, urban footways, dog bins, grit bins, seats, bins & notice boards	DP advised that the signage and markers for footpath 4 and 17. The Footpath Working Party (JH) will review this and then inform Chris Monk. Chris Monk – invite to next Parish Council meeting to discuss our list of outstanding works.	√ AC
13) Play Areas	DL has completed the inspections for the Play Area in January and went through the most recent inspection and help sheet for all weekly inspections. DP will undertake for February. Clerk still has to check warranties for each piece of equipment and triangulate with dates. Clerk advised that she has received a letter from Cory Environmental Trust confirming that Entrust approval has been obtained for the play area project. Invoices have been requested to allow funding to be issued. A deed document and project completion form was signed by the Chairman and Clerk to be returned to the Trust. A Cory Environmental Trust commemorative plaque was included. This must be displayed at the project site. DC offered to do this. A photo is requested of the displayed plaque, to be included with the project completion form. The Clerk confirmed that the Parish Council's application for grant funding for the play area safety signage has been successful. £210 from Mr Lugg's Community Chest Fund will be received via BACS. The Clerk confirmed that a letter had been received from Greenways Law with respect to the gift of land for the play area from Mrs N Hall. The gift of land will be accompanied with 2 additional provisions: 1) a covenant is to be included preventing the land from ever being used as anything other than a children's play area or similar amenity land and in the event that it should ever cease to be used as such, ownership of the land is to revert back to Mrs Hall 2) The land is to be fenced (if it has not already been so) in a manner approved by Mrs Hall, with the PC responsible for all future maintenance and repair. Proposed by DW, seconded by BK – all in favour. Clerk to instruct Greenways Law.	√ DC
13) Unitary Authority Councillor Reports, Community Network updates and Parish Councillor	1) North Cornwall Employment and Enterprise Forum- VS attended on 20 th January in Camelford. 2) VS offered to update the Parish Council contact list. 3) Village Group Contact list will be renewed and distributed in the Parish Magazine. The cost will be £20.	√ AC

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reports		
14) Correspondence	Clerk to invite Scott Mann to future PC meeting. Email from Cardinham PC asking for information on our Emergency Plan communication solution – advised no emergency plan in St Breward at present. Growing a Rural Community – Rural Services Network email 14.02.16	√ AC
15) Forthcoming training/meetings/seminars	2016 SLCC Regional Roadshow China Fleet Club Hotel, Saltash – 9 th March 2016. Agreed to book 3 for the price of 2. DL, DW & VS. Training Event Newquay 11 th February re Pensions & Auto-enrolment CRCC – DL would like to attend.	
16) Matters for next meeting	Maintenance & Alternative electricity supply to the Public Conveniences Toilet Cleaner vacancy	
17) Date & time of next meeting	Tuesday 1 st March 2016 in St Breward I & WM Hall at 7pm. Meeting closed at 20:47hrs.	