

St Breward Parish Council 2020

Minutes of the Council meeting for

Monday 4th May 2020

Held via Zoom as a remote meeting at 7pm, because of COVID19 legislation

Parish Councillors Present: Denis Lusby, Veronica Stansfield, Darren Wills, Ben Fairman, Patrick Lucas, David Poxon, David Cornelius

Unitary Authority Councillor Present: Dominic Fairman

Clerk to the Parish Council: A Cornelius

Members of the Public Present: Mr P Ralph

	Minutes	Action req'd/Person responsible
Public concerns and issues raised prior to start of the PC meeting	None, other than email prior to meeting from Mr Foster regarding Neighbourhood Watch update: Devon & Cornwall Police are investigating several intentionally set fires on Bodmin Moor. Most recently a fire occurred in the Roughtor Forestry plantation thought to have been set in the early hours of Monday the 27th of April. The D&C Police are appealing for further help from the public to support us in our drive to reduce rural crime by being their 'eyes and ears'. We would advise farmers and local communities to remain alert to suspicious people and vehicles and always report them to the police by calling 999 in an emergency or by emailing 101@dc.police.uk and advising Kevin Foster at St Breward & District NHW 01208 850543. Anyone able to offer information regarding this incident is asked to email 101@dc.police.uk , call 101 or Crimestoppers on 0800 555111 quoting CR/033655/2	
2) Apologies	Joe Kay, Stephen Nankivell	
3) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of	None	

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Conduct)		
4) Minutes of the meeting 3 rd March 2020	<p>The PC approved the minutes of the meeting held on 3rd March 2020. Proposed by BF seconded by VS . All in favour.</p> <p>The Chairman welcomed all participants via Zoom meeting in view of the current COVID pandemic. The April PC meeting was cancelled, in view of the advice to ‘Stay at Home-Protect the NHS-Save Lives’.</p>	
5) Matters Arising	<p>Actions reviewed and prioritised in view of COVID 19:</p> <ol style="list-style-type: none"> 1) On Hold – work with owners of Wenford Pottery regarding commemorating Michael Cardew 2) Email sent to Noreen Jefferies about pursuing Housing Needs survey but as she has been redeployed with the Council due to Covid-19 – this scheme will be on hold at present. 3) Operation London Bridge – protocol to be shared with Church – complete 04.05.20 4) DCC to review Footpath 13 – reviewed but on hold due to Covid-19. 5) Clerk to email T McGrath about S106 monies for Rylands Play Area – to do 6) Noticeboard replacement plan – on hold 7) Public toilet lock and door needed attention – completed. 8) Rylands Bus Shelter structural survey undertaken – Clerk informed Tina McGrath & Rob Waters – ongoing project but on hold due to Covid-19 9) New dog fouling poster – update received from VS/DP. DP will display once lockdown restrictions are lifted. 10) 20mph signs – plan in place with Ben F – again will display once lockdown restrictions are lifted. 	<p align="center">AC</p> <p align="center">DP BF</p>
6) Public Concerns & Comments	Nothing to be discussed.	
7) Standing Orders, Scheme of delegation and legislative	<p>i) the Parish Council resolved to adopt supplementary standing orders to meet the statutory requirements for the holding of remote meetings, and this lasts until 7th May 2021 or the</p>	

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<p>changes for St Breward Parish Council</p>	<p>repeal of legislation: whichever is earlier (<i>Statutory Instrument 2020/392 allowing authorities to hold virtual meetings – effective from 4th April 2020</i>). Proposed by DW, seconded by BF – all in favour.</p> <p>ii) the Parish Council resolved to support an emergency scheme of delegation and continuity plan. Proposed by DW, seconded by PL – all in favour.</p> <p>iii) the Parish Council received and resolved to adopt any legislative changes that impact the continued running of the Parish Council. Proposed by DW, seconded by VS – all in favour.</p> <p>iv) the Parish Council resolved to adopt new planning process (attached below), noting that Clerk will inform of any new planning applications each weekend. Proposed by DP, seconded by BF – all in favour.</p> <div style="text-align: center;">     </div> <p align="center">St Breward PC Amendment to Scheme of Planning Process Standing Orders May Standing Order - CV1 Delegation March 2020 Covid-19 May 2020.d</p>	
<p>8) Planning matters & planning applications</p>	<p>8A) Planning Applications:</p> <p>a) PA20/01419 Riverside Coombe Road, St Breward 2 storey extension and loft conversion to bungalow. Mike Swales. The PC supported this application. Proposed by DW, seconded by DP – all in favour.</p> <p>b) PA20/03013 Osborne House Limehead St Breward To erect a veranda roof (no raised floor area) to front elevation of the building incorporating the existing porch structure. Mrs S Vincent. The Parish Council supported this application. Proposed by VS, seconded by DW – all in favour.</p> <p>c) PA20/02760 Casehill Access to Casehill St Breward Conversion of former barn to holiday accommodation Mr David Skeels. The PC supported this application. Proposed by BF, seconded by DP – all in favour.</p> <p>8B) Planning Decisions: will be received</p>	<p>AC</p> <p>AC</p> <p>AC</p>

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	<p>i) PA19/10643 Mr Lusby – approved ii) PA19/10668 P Hillson – refused iii) PA20/00316 Little Paradise - approved</p> <p>8C) Other correspondence: will be received</p> <p>i) Housing Supplementary Planning Document March 2020 (adopted 12/02/20) had been received by all Councillors prior to the meeting.</p>	
9) Police Report from A Currie	Report from Andy Currie: Linked to Mr Fosters' NHW update – in March to April the only crime relates to the reported arson to the moorland.	
10) Play Area at Rylands	<p>The PC were advised that the following measures have been put in place as advised by COVID-19 legislation: The Play Area was closed on 24th March 2020. There is a chain and padlock in situ denying access into the play area A notice is displayed At this time the weekly safety checks have been postponed The litter bin was emptied prior to closure Photographic evidence to support the actions taken can be provided. The Parish Council have notified the public of the closure by displaying on the Parish Website and by sending a community email to those signed up to receive this and have advised the Councillor undertaking the weekly checks to cease until further notice. Came and Co have been notified and advised on 27th April that everything the Council has carried out is great and exactly what they would recommend. Hiscox do not have any requirements to carry out weekly checks of the equipment so that is fine, although they do recommend, where possible that the odd check is made to ensure the area is still secured with the chain and padlock in place. DP offered to undertake this check and record as required. DL confirmed that he checked last Tuesday 28th April and padlock, chain and signage were all secure.</p>	DP
11) Footpath Paring Contract for 2020/21	The PC received one tender for the FP Paring Contract 2020/ 2021 (£1850) and the grass keeping and urban maintenance 2020/2021 (£1050). The PC resolved to progress contract with	AC

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	Mr P Hoskin and Clerk asked to contact him to advise he was successful applicant. Proposed by VS, seconded DP – all in favour.	
12) Footpaths	The PC were informed that the annual LMP for St Breward PC has altered from £1753.30 to £1786.82. No other footpath issues raised.	
13) Reports made to Cornwall Council in the past month and update on progress	None	
14) Financial Matters	<p>The Chairman advised the meeting that he had previously instructed the Clerk to register for on line banking on 5th April 2020, so that cheque-based accounts change to internet accounts, enabling the PC to work closer to the Government guidelines for limiting social contact during this pandemic. This is now in place.</p> <p>The PC resolved to continue to pay the Clerk and Cleaner their usual monthly salaries and for the PC to review this arrangement in July 2020 meeting. Proposed by VS, seconded by DW.</p> <p>The PC noted the Statutory Instrument 2020/404 which removes the requirement for a common period for the exercise of public rights and extends the deadline for the AGAR together with the local auditor's certificate. This must now be published by 30 November 2020, as opposed to 30 September 2020.</p> <p>.</p> <p>Status of accounts prior to internet payments being made on 4th May 2020 On 04.05.2020 the savings account: £9038.95 On 04.05.2020 the current account has £ 2794.69 The Clerk requested PC approval for payments to: Clerk: £359.66 – April pay (recognising hourly rate has increased to £13.41/hr) Cleaner:£120 – April pay (recognising hourly rate has increased to £10/hr) Inland Revenue: £85.80 PWL B: £1686.83 by 26th May 2020</p>	

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	<p>Payroo Ltd: £6.00</p> <p>The Clerk requested retrospective approval for payments made in April 2020: Printer cartridge: £32.49 British Gas (toilet electricity): £28.03 Clerk: £420.25 Cleaner: £135 CALC subscription: £403.84 PAYE:£104.80 Payroo Ltd:£6.00</p> <p>Approval for all payments proposed by VS, seconded by DW - all in favour.</p>	
<p>15) Reports will be received from Clerk, Councillors, Volunteers who are responsible for a portfolio</p>	<p>1) DF advised that one matter had been brought to his attention – as the gate next to the cattlegrid at the Football Club won't close (the post is rotten). He escalated to Oliver Jones who advised this was non essential work, as many of Cormac workers have been furloughed. However, he has escalated further and should be fixed in next 2 weeks. DL thanked DF.</p> <p>2) VS congratulated CC on all its clear, open and transparent communications and support during the Coronavirus lockdown period and asked DF for that to be fed back.</p> <p>3) VS asked PC to send thanks to J Hanscomb who has been uploading numerous documents on to the village website to support open, communication. Clerk to undertake.</p>	<p align="right">AC</p>
<p>16) Correspondence the PC will view or discuss specific items of correspondence received via email or post</p>	<p>Tina McGrath – core briefing to all Councillors 30/04/20, Safer Cornwall & Maintaining a community infrastructure– distributed previously Camelford CNA Scheme Programme from Cormac – no implication for St Breward Claire Penellum, Resilience Officer CC – community toolkit shared</p>	
<p>17) Forthcoming Training/Meetings/seminars</p>	<p>None</p>	

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18) To agree matters for the next meeting	None – the PC agreed due to the newly adopted planning process, at present there is no need to meet in June and agreed that the next meeting will be in July, thus observing the guidance re COVID pandemic.	
19) Date & time of next meeting	Tuesday 7 th July 2020 at 7pm remotely via Zoom, unless there are any changes beforehand. Meeting closed at 19:51hrs	