

St Breward Parish Council 2015/2016
Minutes of the Council meeting for
Tuesday 9th June 2015
Held in St Breward Institute & War Memorial Hall starting at 7pm

Parish Councillors Present: Denis Lusby, Veronica Stansfield, Jane Hanscomb, Barbara Kendall, David Poxon, Joe Kay

Unitary Authority Councillor Present: None

Clerk to the Parish Council: A Cornelius

Members of the Public Present: Emily Matthews

	Minutes	Action req'd/Person responsible
Public concerns and issues raised prior to start of the PC meeting	None	
1) Apologies	JS, DCC, DGC.	
2) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of Conduct)	JH – re 7a – non-registerable interest.	
3) Minutes of the meetings held 5 th May 2015	The PC approved the minutes of the meeting held on 5 th May 2015. Proposed by VS , seconded by JH all in favour.	
4) Matters Arising	Clerk gave update from May meeting: Baby change unit ordered 2 replacement Seats ordered.	
5) Public Concerns & Comments	None	
6) Police Report	None	
7) Planning matters & planning applications	<p>a. PA15/04511 Proposed demolition of dwelling and erection of replacement dwelling and one further single dwelling with a new vehicular access and associated works. Mr & Mrs D Storr, Limehead, St Breward. The Parish Council considered this application and referred to their previous representation in 2008, as the plans appear to be similar except for the finished floor level and roof height have been reduced by ½ metre. Therefore, the PC has the same concerns as they raised on the lapsed planning application reference no: 2008/00762. i.e. a) having regard to the scale and height of the proposed dwellings on this elevated site – the proposed development would have an adverse impact on the character of the area by virtue of its scale, height and dominance within the street scene.</p> <p>b) The angle of approach into a steeply sloping drive is too restricted to allow a safe and usable means of vehicular access into the site and there is not any adequate off street parking and turning for 2+ cars for each proposed dwelling.</p> <p>The PC do not support this application – proposed by JK, seconded VS, 6 in favour and 1</p>	

St Breward Parish Council 2015/2016
Minutes of the Council meeting for
Tuesday 9th June 2015
Held in St Breward Institute & War Memorial Hall starting at 7pm

	<p>abstention.</p> <p>b. Mr R Martin PA15/04319 Conversion of existing granite built barn to a two bedroom dwelling (resubmission of PA13/10794) – St Breward PC support this application. Proposed by BK, seconded by DP – all in favour.</p> <p>c. Approvals and Refusals – PA15/003915 - approval</p> <p>d. Correspondence – An email was received from a Parishioner regarding the new access created at Vordors, Delank. The Parish Council noted that a vehicular access has been created in a Cornish hedge and understand that this could need planning permission. The PC will ask the Enforcement Team to look into this. Proposed by DP, seconded by JH– all in favour.</p> <p>Refer to Item 13 as the Parish Council agreed to alter the agenda format at this point, then they resumed to Item 8.</p>	
8) Annual Parish Meeting	The Chairman gave an update from the APM and advised that Mr Trebilcock attended to encourage the community to have its own Defibrillator.	
9) Emergency Plan	Com & Devolution Grant Funding Bulletin received and reviewed – grants available up to £500 to produce emergency plan. The PC agreed to pursue this grant for St Breward's emergency plan composition. VS offered to pursue. Proposed VS, seconded DP – all in favour.	
10) Financial Matters	<p>a) The PC received and approved the audited bank reconciliation for 2014/15 (internal audit held on 3rd June 2015). VS & JK. All in favour.</p> <p>b) The PC reviewed the annual return for 2014/15 and the Clerk offered the feedback from the auditor.</p> <p>c) The PC considered and signed the annual governance statement, prior to the Clerk posting the Annual return to Grant Thornton</p> <p>d) The PC received the invoice from the internal auditor and resolved to pay it – proposed by BK, seconded by JH – all in favour.</p> <p>e) The PC considered the purchase of a new software package which Parish Councils are able to use to help manage risk assessments, assets and any related insurance. The PC instructed the Clerk to ascertain the costs and bring back to the next meeting.</p> <p>f) The PC considered a paper on General & Earmarked reserves for 2014/15, reviewed the expenditure of the reserves in 2014/15 and resolved to transfer some of the earmarked reserves</p>	

St Breward Parish Council 2015/2016
Minutes of the Council meeting for
Tuesday 9th June 2015
Held in St Breward Institute & War Memorial Hall starting at 7pm

	<p>to help support the Play Area Capital project for 2015/16 and the next financial year. Proposed by BK, seconded by JK – all in favour.</p> <p>g) The Parish Council received and considered an Investment Strategy for the Parish Council and resolved to adopt it. Proposed by DL, seconded by JK – all in favour.</p> <p>The Clerk advised that the current account has £369.06 (as at 9.6.15). The savings account has £44,224.11 (this includes general and earmarked reserves, as at 9.6.15). Payments presented for approval: Clerk – £353.80 PAYE –£88.60 Cleaner – £112.50 Mr K Abraham (Internal Auditor) £125 Baby change unit – for toilets - £276 Chapel hire for Annual Parish Meeting - £10 I & WMHall hire of hall 01/04/15 – 31/03/15 (12 meetings at £10/meeting)- £120</p> <p>The PC resolved to give approval of the transfer £1096 from the savings account to the current account. Proposed by SN , seconded by JK – all in favour.</p>	
<p>11) Toilets at Row</p> <p>21:35hrs</p>	<p>Requirements for Public Conveniences received from Roger Westcott, Cornwall Council. The PC asked the Clerk to request from Cornwall Council the last electrical assessment, legionella assessment and other statutory compliance. Hand basin in the toilets secured to the wall by W Greenaway. The Clerk advised the PC that SWW bill has been received and the amount outstanding amount is £1.17, which will be paid with the next bill. Mr Kay left the meeting.</p>	
<p>12) Footpaths, urban footways, dog bins, grit bins, seats, bins & notice boards</p>	<p>Footpaths – new owner at Mellon concerned about way-markers on FP7. Debbie Ebsary contacted and will help address way-marking it as it is being used at the moment. VS will feedback to Chris Monk. JK asked Willy Greenaway to review seats and he agreed to remove old seats at Hill and Post Box corner and replace with the new ones.</p>	
<p>13) Play Areas</p>	<p>The PC was informed that Mant Leisure had submitted a revised quote with respect to the play area replacement at Rylands Play Area, with appropriate surfacing and fencing. The quote included the removal of play equipment and tiles in existing play area. The revised quote was £53,000, £2000 less than initial quote.</p> <p>A third company are attending the village this week to offer another quote.</p>	

St Breward Parish Council 2015/2016
Minutes of the Council meeting for
Tuesday 9th June 2015
Held in St Breward Institute & War Memorial Hall starting at 7pm

	<p>Emily King attended the PC meeting to offer the support from St Breward Playgroup and as a parent, as they supported the scheme presented at the Annual Parish Meeting.</p> <p>The PC resolved to renew the play area, surfacing and fencing at Rylands, and agreed that unless the quote from Sutcliffe Play Equipment is competitive – the PC will proceed with Mant Leisure. A pre-contract meeting will be arranged with Mant Leisure. Proposed by DP, seconded by VS – all in favour.</p> <p>The Clerk will ascertain if the PC can seek any sponsorship to assist with the play area cost.</p> <p>Emily advised that the Playgroup will consider fundraising to support the scheme and make donations to the play areas fund. The meeting reverted to item no. 8.</p> <p>The Play Areas inspection sheets were presented to the Parish Council and are up to date.</p> <p>The Clerk advised the PC of correspondence from MacMillans Solicitors with respect to the transfer of the play area land, following the gift from Mrs N Hall.</p>	
14) Openness & Transparency document	a) Agreed to put bank reconciliation onto website before 30 th July. Clerk to send to JH. Clerk will review all other requirements and update PC accordingly.	
15) Unitary Authority Councillor Reports, Community Network updates and Parish Councillor reports	<p>a) SN reported that Cormac visited and wanted the hedge trimmed by Palmers – this has been done.</p> <p>b) JH reported Wenfordbridge parapet - and this has been fixed.</p>	
16) Correspondence	<p>Letter of thanks from St Breward PCC.</p> <p>Dualling A30 feedback from Key Liaison Group</p> <p>Cornwall AONB Management Plan 2011/1016 – online survey to be completed – JH offered to undertake.</p>	
17) Forthcoming training/meetings/seminars	<p>Camel Trail Partnership Meeting 10th June 2015 – DL to attend. New salmon sculpture in place at Pooley's Bridge.</p> <p>Camelford Community Network meeting tonight – apologies sent to Rosemary Stone.</p> <p>Devolution for Cornwall – what future now? 20th June 2015 10 – 1pm New County Hall.No –one able to attend.</p>	
18) Matters for next meeting		
19) Date & time of next meeting	Tuesday 7 th July 2015 in St Breward I & WM Hall at 7pm. Meeting closed at 22:02hrs.	