

Week St. Mary Parish Council

Minutes for the Ordinary Meeting Thursday 9th June 2016

All meetings are open to the press and public unless the Council decides otherwise

1. The Opening, Councillors present

The Meeting was opened by Cllr Smith at 1930, with 7 Councillors present; Cllrs Harris, Pearce, Slade, Cluney, Hannaford, Colwill, Johns. Esther Greig – Clerk

2. Public question time (15 minutes allowed for this)

Jason Orchard attended – put in planning permission to adjust the old orchard inn – reduce it size etc.
** Cllr Pearce declared an interest and left the room**

Mr Orchard explained that the extension would be taken down and be rebuilt as 2 cottages with generous 2, or small 3, bedrooms. They tried different scenarios but a separate dwelling would not look right. There is off-road parking at either end of the building. Cllr Smith noted that parking in the centre of the site would be better for access onto the road as the distance to the junction on the right one is worrying. CC might note the same issue. Another concern is the parking at that end of the village if the residents of the cottages have more than one car, and access to the site for development could prove difficult as previous.

Cllr Smith moved item 7 for vote

PA16/04468. Land West of the Old Orchard Inn. Mr Jason Orchard. The proposal is for 2 no. semi-detached cottage dwellings on land adjacent to the Old Orchard Inn

It was **resolved** to reply Support the development but the PC have reservations about the parking space entrance by the junction. PC notes parking on road at that end of the village is an ongoing issue.

Proposed: Cllr Smith Seconded: Cllr Johns unan 16/052

Cllr Pearce returned

2a. To receive County Councillor's report on Matter's Arising

Apologies from Cllr Chopak

3. To receive Apologies for absence with reasons

Cllrs May - business, Ward - personal

It was **resolved** to accept the apologies

Proposed: Cllr Smith Seconded: Cllr Slade unan 16/053

4. To receive Declarations of Interest & Approve Dispensations

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|-------------|-------------------|------------------|---------------|
| Cllr Slade | 11a accounts | Pecuniary | to leave room |
| Cllr Smith | 6 Matters arising | non-registerable | to leave room |
| Cllr Pearce | 7a Planning | Pecuniary | to leave room |
| Cllr Johns | 11a accounts | Pecuniary | to leave room |

5. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of Annual Meeting Thursday 12th May 2016

Proposed: Cllr Pearce Seconded: Cllr Harris 5-0 (4 abs) 16/054

6. To receive Clerk's report on Matter's Arising:

EDF Smart Meters will be installed on the 21st June

Parking by the School House. Cllr Smith reported that the Police been called twice since the last meeting as Pam Kite noted a resident taking photographs around her property late at night. Police are concerned and they are happy to mediate, but it seems things have quietened down since. Best left for the time being. Cllr Smith has spoken to previous residents about the parking. Linda confirmed that the parking spaces were never assigned to any particular house – they are free for all – some now have their own driveways.

Clerk to note via the magazine that parking is becoming a problem throughout the village and request all that have driveways to use their own land to park. Cllr Smith will write an article to go in the magazine.

Clerk has located the contract, and an invoice has been sent to Primrose Solar for the annual payment 2016-17.

Letter sent to Pearce Construction – no reply

Poor Man's Piece – Trustee and PC meeting. Not taken place yet. Cllr Smith to ask Cllr May to organise a meeting this month.

Toilet door and Parish seat maintenance. Pauls Sachs has agreed to do it.

Football storage shed. Football club are checking details in order to confirm a way forward with the purchase. Clerk has noted that 3 quotes are required and the shed will need to go onto the asset register and be insured by the PC. Next agenda

Community Emergency Plan – grant application successful – monies to be transferred.

Local Devolution Fund – grant application is ready – will be sent off as soon as Cllr Ward provides quote for burying cables and confirms Methodist Church is happy to proceed.

7. Planning

Any late applications received will be discussed under this section

7a. To discuss and make a Consultee comment on Application:

Decision under section 2.

7b. Approvals

PA16/01909. Land South of Creddacott Farm. Good Energy Cedar Wind Farm.

PA16/02511. The Stable Barn. Odd Mill. Mr I Cooper.

PA16/02551. Mill Barn. Odd Mill. Mr I Cooper.

Cllr Smith noted that the Treetops decision is due by the 20th June – the owner will have to settle the details with CC's 106 section by then or it could be refused. It will have been ongoing for 9 months.

9. Portfolio Reports:

As Chris Sims (CC Bude Network Mgr) will be attending the July meeting it was decided to postpone any decision on the Neighbourhood Plan/portfolio holder until the August meeting

Public Transport - none

Community Policing - none

Playground – Cllr Hannaford will join the playground team. Cllr Slade reported that Len had done the annual check. The playing field is up to scratch now – thanks from Len on how well the PC is looking after the play ground and thanks to Mark, Steve and Jon for getting it there, Feedback has been good. Cllr Cluney noted small issues: that children are playing on top of the hut; and a couple of the young lads are going onto the carparks. Why do cars need to go onto the top field? No reason for cars to be parked there in the first place. A couple of signs stating 'no cars allowed without permission' might cover it – we don't want kids run over. There is no reason to park on the pitch. Cllr Colwill noted that there are drains going onto his fields under the pitch and the whole bank is a bit scratchy – once all the tipping is finished, that area will be made good. Clerk will update the football club via letter. Cllr Slade has had a word with Maggie already about the windows behind the shed and the fact that the kids are climbing on it – could be dangerous – they will remove them. 'Do not climb on the roof' sign required? Clerk will talk to the insurers to ask best practice about climbing. Cllr Smith noted that the stock boarding will be going up. The football club have reported that a number of mole hills and dips are developing on the top pitch – could be a trip hazard? Do we want to do anything about it? Can we get mole traps? Clerk will get a mole trapper to quote... Cllr Slade noted that there has been a request that extra parking may be needed for the Queens party - can they park in the playing field area – as they have asked permission – that's fine. Len's playground inspection report – a couple of things to keep an eye on. Small split on the bottom of the plastic slide, chain doesn't close quite to. Interesting that different people pick up different things. Kids starting to get their knives to the Skateboard ramp now that it is fixed. PC noted their appreciation for all the hard work that goes into running the playing field and play ground. Clerk to check if we need a professional playground check with the insurers. Active Places data platform from Sport England. Cllr Cluney noted that it is a database that needs updating once a year. Clerk to ensure the PC can access it and it is up to date. Worthwhile being linked to Sport England for funding streams in the future.

Highways, Footpaths & Greens – pothole filling – they've done out towards Rosecare and Box's Shop. Working on the bridge to Waxhill. Still haven't done the 40ft scar. Rocks on the road by Greenamoor cross - PC have had several complaints – one of the stones was in the middle of the road recently. There are concerns of potential damage to vehicles. Cllr. Smith will inform occupier.

Adult Social Care – none

BAN – none

Neighbourhood Plan - none

9. Correspondence

9a. For Action

Fields in Trust – The Centenary Fields Programme. Playground team to assess for next agenda.

9b For Information

Came and Company – Hiscox insurance documents

Cormac Solutions – Week Ford Bridge – Ground Investigation. If the bridge is damaged – why isn't there a weight limit? Some heavy lorries do go along that stretch by Penhallam.

10. Agenda Items

1. Grants Policy and how to distribute CB monies. Clerk to produce a few options to start the discussion. Flashing road sign – Clerk to find out the cost and the road traffic act rules.

2. It was **resolved** to adopt the Equal Opportunities Policy.

Proposed: Cllr Smith Seconded: Cllr Pearce unan 16/055

3. Clerk explained options for a defibrillator.

It was **resolved** that it would be positioned on the Parish Office. To be purchased through SWAST from CB funds unless Cllr Smith can find grant funding options before next meeting.

Proposed: Cllr Smith Seconded: Cllr Pearce unan 16/056

4. Disconnecting the BT broadband/phone line from the Parish Office. To wait for the result of the LDF application – next agenda.

5. Annual Dinner. To go on the agenda in the Autumn. Clerk to write to previous Clerk.

6. NALC / SLCC Briefing on the 2016 – 2018 National Salary Award was noted.

It was **resolved** to increase Clerk's hourly rate in line with salary award to £12.01 (by 9p) and backdate to 1st April.

Proposed: Cllr Smith Seconded: Cllr Cluney unan 16/057

7. Cllr Pearce – Christmas Tree in the Square. It's been reported that it is dying – should the PC buy a new one? Cllr Smith doesn't know what is wrong with it. Brown at the top, green at the bottom – same happened to the last one. Could be aphids getting at it? leave it and see what happens? Any treatment for it? Cllr Smith will ask around to see if there is a member of RHS (maybe Lorraine?) who might know or send in to ask them what the problem is....

8. Community Emergency Plan. Cllr Slade and Clerk will liaise to update the current Plan. Clerk will then forward around for further input. Chris Sims is attending next meeting and will be able to give us some pointers.

11. Accounts

Balances 31st May 2016

Current Account £ 13,914.12

Reserve Account £ 0.69

Monmouth BS £ 8,500.51

1. The Monmouthshire mandate change form was completed

2. Letter to Standard Life regarding direct debit for Pension was signed

3. To complete the NatWest online banking form – all signatories to sign. Next agenda

4. Direct debit form for Information Commissioners Office - Data Protection renewal – was completed

11b. To approve Accounts for Payment

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| Esther Greig | Clerk Wages | 001377 | £306.26 |
| Esther Greig | Clerk Mileage | 001377 | £23.40 |
| Esther Greig | Clerk expenses | 001377 | £2.37 |
| Sean Johns | Public Toilet – tap replacement | 001378 | £180 |
| Jamie Sachs | Grass cutting – April | 001379 | £80 |
| Jamie Sachs | Grass cutting – May | 001379 | £80 |
| Jamie Sachs | Cleaning Toilets - May | 001379 | £75 |
| Jamie Sachs | Grass Cutting Playfield | 001379 | £45 |

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| M J Slade | Playbark, skateboard ramp etc. | 001380 | £1395 |
| Cornwall Council | Lottery registration fee | 001381 | £20 |
| Information Commissioners Office | Data Protection renewal | DD | £35 |
| It was resolved to approve Accounts for Payment | | | |
| Proposed: Cllr Cluney | Seconded: Cllr Smith | unan | 16/058 |

12. Items for 7th July's Agenda.

Ivor's seat – a beautiful seat – to be put on the fixed asset register
 Requests to replace the seat on the corner of the glebe. Magazine? Nigel taken it away to repair it.
 Signpost for the toilet – 'toilets 100m' arrow pointing right steel straps onto post.
 Emergency plan
 BT
 CB fund

The Meeting closed at 2135.