

Week St. Mary Parish Council

Minutes for the Ordinary Meeting
Thursday 6th October 2016

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

1. To Note Councillors present

The Meeting was opened by Cllr Smith at 1930, with 8 Councillors present; Cllrs May, Cluney, Johns, Ward, Colwill, Harris, Hannaford, Pearce. Esther Greig – Clerk

2. To Receive Apologies for absence with reasons

Cllr Slade - personal

It was **resolved** to accept the apologies

Proposed: Cllr May **Seconded: Cllr Pearce** **unan** **16/086**

3. To Receive Declarations of Interest & Approve Dispensations

None

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

None

5. To Approve the Minutes of:

It was **resolved** to approve the minutes of Ordinary Meeting Thursday 8th September 2016

Proposed: Cllr Pearce **Seconded: Cllr Johns** **4-0 (4abs)** **16/087**

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

Poor Man's Piece – PC unable to be a corporate body trustee as PPP is for the relief of poverty.

Further investigation by the current trustees is now required. Can the articles be changed so the PPP becomes amenity land for the community or similar? Approach the charity commission for advice?

Maybe the Trust could advertise for more Trustees?

Community Emergency Plan. Cllrs Pearce, Smith, Slade and the Clerk had a productive meeting.

Next steps are to advertise in the Magazine for volunteers who have equipment or skills. Clerk will then need to write to all named people to request permission to publish their details.

Defibrillator installation and training. Clerk has asked Phil Dorren to install the defib – she will chase. SWAST are free to hold a training session at the middle to end November. Clerk to check availability at the Parish Hall.

7. Planning

None

7b. Approvals

PA16/07120. Land West of Damar Cottage. Mrs M A Dennis. Outline application with some matters reserved for the construction of a dwelling.

Planning Conference. Cllr Ward is interested in attending – to inform Clerk of choice of date, workshops, meal etc.

Letter from Mr Raymond Pearce regarding Treetops. Clerk read out in full – next agenda for official response.

8. Portfolio Reports:

Public Transport - none

Community Policing - none

Playground – playground fence. Cllr Cluney reported that it seems to be quite expensive to install the sheets of fencing as the ground is not level, and all the current posts and concrete would have to be removed. Tensioning new wire would be difficult as some of the posts are not evenly spaced. Can't afford to do this within budget this year. Clerk to investigate options and costs to budget for next year

Highways, Footpaths & Greens – Cllr Cluney noted that he investigated a report of street lights out at back lane but couldn't find any. Cllr Smith noted that the knotweed on Back Lane and Church Mews have been treated. Clerk noted that the footpaths under the LMP agreement have not actually been cut this year; a communication breakdown. Cllr Cluney and Phil Dorren have had a meeting to decide what immediate actioned is required. Cllr Cluney also noted that some hedges in the Parish are overgrown – all to think of a list for next meeting in order to send information to Highways.

Adult Social Care – none

BAN – Cllr Smith will attend the meeting on Monday

Neighbourhood Plan – designation is now in its consultation period

Toilets – Cllr Smith reported that a lock has been bought for the toilets. Winter opening hours will be 7am to 6pm.

9. Correspondence

1. Letter from J&M Roberts. Regarding the village shop. This general letter was received and discussed previously. Cllr Smith reported that she has called a general meeting for October 20th 7.30pm at the Parish Hall. The lease is advertised at £30,000 for 4 years, Jeff Roberts will stay until February; hoping that someone will buy it before then as it is easier to keep as a going concern. The Bude Post Office is keen to keep it. Before there used to be a £15,000 salary for the post office job but no longer, they now give a percentage of takings. Cllr Smith would like to find out if there is an appetite within the village to keep it open. Cllr Ward noted that it may not be a 'convenience' store if volunteers end up running it as a community shop; as the hours would probably reduce. The PC concluded that it is a great asset and the village would be poorer without it. Clerk to investigate how Marhamchurch run their shop.
2. CALC. Newsletters. To **discuss** and **respond** to Consultation: Local Government Finance Settlement. Cllr Smith requested all respond to the consultation regarding imposing a referendum on Parish Council if they want to increase their precepts by more than 2%. Clerk to write to CALC noting would be difficult to take on devolved services if precept can't be raised.
3. CC – LMP – footpaths and structures review. No change required
4. CC – receipt of NP designation request. noted
5. Monmouthshire B Soc – interest savings rate reduction. noted

10. Agenda Items

1. To **discuss** the village shop. Discussed in 9.1
2. To **discuss** the Christmas Tree in the Square. Cllr Smith to research cost of battery operated lights due to previous health and safety concerns. Next agenda
3. To **discuss** Pearce Construction - Ashbury Grove public space maintenance. Hedge cutting brought forward to end of October.
4. PC **reviewed** half year budget.

Cllr Ward left the room

It was **resolved** to request an invoice for Hall Hire of £150 from the Methodist Chapel

Cllr Ward returned

It was **resolved** to transfer £1000 for the Monmouthshire to the current account, to move Web hosting £95.50 to administration costs, to have a reserve of 3 months' expenditure £5000, and to **note** that the contingency has already been spent.

Proposed: Cllr Smith Seconded: Cllr Pearce unan 16/088

5. PC **discussed** 2016-2017 precept grants –. PC **noted** receipt of grant requests from; Tanya's Courage Trust, RNLI, Cornwall Air Ambulance, Cruse Bereavement Care. It also noted previous payment of £170 for magazine paper and £30 allocated for the poppy wreath. It was **resolved** to ask the Parish Hall to complete grant request form for the £800 they would like. It was **resolved** to pay £200 to Air Ambulance and RNLI £100 following receipt of requests from these organisations. It was **resolved** to pay £50 to the Farming Community Network.

Cllrs Ward and Smith left the room, Cllr Pearce took Chair

It was **resolved** to pay £150 to the Churchyard and £60 to the Cemetery for grass cutting.

Cllrs Ward and Smith returned

Clerk to bring to their attention the small grants request form.

Proposed: Cllr May Seconded: Cllr Cluney unan 16/089

To be paid at next months' meeting

6. To **discuss** and **resolve** how to distribute community benefit fund. Next agenda.

7. After a few alterations, it was resolved to **adopt** the updated financial regulations

Proposed: Cllr May Seconded: Cllr Smith unan 16/090

8. To **resolve** to continue to pay utilities by direct debit

Proposed: Cllr Ward Seconded: Cllr Harris unan 16/091

- 9. PC **reviewed** Annual Return 2015-16 and **noted** recommendations from Auditor
- 10. PC **discussed** poppy wreath. Clerk to contact Bob Booker to confirm.
- 11. PC **discussed** date for PC Christmas Meal. Cllr Smith will contact Trenchcreek regarding the 8th December, to follow an early PC meeting.

11. Accounts

Balances 30th September 2016

Current Account	£ 15,571.69
Reserve Account	£ 0.69
Monmouth BS	£ 8,500.51

To note EDF bill - £28.47 in credit. And annual electricity statement

To note Standard Life receipt of pension payment

11b. To approve Accounts for Payment

Esther Greig	Clerk Wages	001399	£417.35
Esther Greig	Clerk Mileage	001399	£35.55
St. Gennys Parish Council	Office Hire and stationery	001400	£101.92
EDF Energy	toilets	DD	£16
J Sachs	Toilet Cleaning September	001401	£75
J Sachs	Grass Cutting September	001401	£80
J Sachs	Weeds September	001401	£45
SWW	toilets	DD	£35.15
SWW	playing field Oct	DD	£15.67
SWW	playing field Jul	DD	£24.80
BT	Telephone and broadband May	DD	£47.52
BT	Telephone and broadband Aug	DD	£48.06
BT	Telephone and broadband Sept	DD	£43.20
Cornwall Council	Loan Repayment	001402	£975

Income

Toilet donations	April-September	£27.53
Western Power Distribution	Wayleave x 2	£50.42

It was **resolved** to approve Accounts for Payment and to note income

Proposed: Cllr Pearce Seconded: Cllr Smith unan 16/092

12. Items for 3rd November Agenda.

To **discuss** disconnecting the BT broadband/phone line from the Parish Office and the connection to the Methodist Hall.

Letter from Mr Raymond Pearce regarding Treetops

To **discuss** the Christmas Tree in the Square

To **discuss** the village shop

Hedges – to **report** to Highways

To **discuss** and **resolve** how to distribute community benefit fund

To **discuss** removing 2009 calor gas village signs

To **discuss** and **resolve** upon budget 17-18 and precept

The Meeting closed at 2125.