

St Teath Parish Council

Minutes of the Meeting of St Teath Parish Council held on Thursday 6th April 2023 in the Community Centre, St Teath at 7.00pm

Present: Cllr Geoff Gale (Chairman), Cllr Will Kitto, Cllr Jo Fleet and Cllr Sam Burton

In attendance: Councillor Dominic Fairman (County Councillor), Julie Fairman (Parish Clerk)

Also attending: One member of the public (partial attendance)

Item No.		Action by
1	<p>Apologies for absence: Councillor Kerri Kitto Councillor Tracey Kingdon Councillor Nev Turner</p>	
2	<p>Declarations of Interest. To receive registered and non-registered disclosable interests and non-registerable interests. To advise of any dispensations granted in line with the Code of Conduct. To declare any gifts over the value of £25.00. None declared.</p>	
3	<p>Public Participation – members of the public are invited to speak on items on the agenda or raise items for future agendas. (Meeting then closes to the public) No questions raised.</p>	
4	<p>To receive and approve the amended Minutes of the Meeting held on 2nd March 2023 Cllr Geoff Gale proposed that the minutes of the meeting held on the 2nd March 2023 are correct and should be approved. This was seconded by Cllr Jo Fleet and unanimously agreed. Cllr Geoff Gale then signed the minutes.</p>	
5	<p>Clerk's Report The Clerk explained that it had been a busy month due to the end of year Audit. In addition, she has been busy liaising with the Information Commission, HMRC, Pensions Regulator, Biffa, Cornwall Council and Locality. Cllr Will Kitto's contribution to the CALC Affordable Housing event presentation boards were tabled and with Cllr Dominic Fairman, changes illustrating the village's schemes' perpetuity added. The Clerk also requested that the Council consider changing their email arrangements to accounts linked to the parish council .gov.uk website for both governance and security perspectives. This was approved by Cllr Geoff Gale, seconded by Cllr Sam Burton and unanimously agreed. The Clerk also reminded the Full Council that a tender for the parish grass cutting was now due and this was proposed to be added to the May Full Council agenda by Cllr Will Kitto, seconded by Cllr Geoff Gale and unanimously supported.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
6	<p>Parish Councillors' Reports Cllr K Kitto has recently attended a very useful CALC training course.</p>	

7	<p>Cornwall Council report – Cllr Dominic Fairman</p> <p>Cllr Dominic Fairman explained that he was now on a mission regarding devolution of the football field. With St Teath moving within the Council’s Community Area Partnership network, he also needed to bring our new Network Link contact up to speed. Cllr Will Kitto requested that confirmation of the intention be sought from Cornwall Council.</p> <p>Cllr Dominic Fairman also noted that he was aware of the ongoing traffic and parking situation outside the school and would assist the Parish Council with finding solutions to try to alleviate the issue.</p> <p>Finally, he outlined the ongoing issues with Natural England with regard to the current planning application process.</p>	DF
8	<p>Planning – to receive a report on the following applications and any further applications received between the publication of the agenda and the meeting:</p> <p>a) PA23/01663 Rose Vale, Treroosel Road, St Teath - Application for a Lawful Development Certificate for an Existing use for shepherds hut used as an ancillary building by the dwelling.</p> <p>Cllr Will Kitto and Cllr Geoff Gale declared an interest in the application. After consideration, it was agreed that the Parish Council have concerns that the property could be used as a short term holiday let and therefore has the planning application been submitted on the correct basis. Cllr Sam Burton proposed that this should be noted on the planning portal and this was seconded by Cllr Jo Fleet.</p> <p>b) PA23/02296 Middle Hendra, Access to Deer Park, St Teath – Application for erection of silage clamp</p> <p>Tabled and noted decision already made by Cornwall Council.</p> <p>c) PA23/02307 Trehnnick Farm, St Teath Prior notification for slurry store building</p> <p>Tabled and noted decision already made by Cornwall Council.</p>	Clerk
9	<p>Finance Matters</p> <ul style="list-style-type: none"> • To approve expenditure payments. <p>The March schedule of 12 expenditure payments was circulated by the Parish Clerk. These were proposed for payment by Cllr Geoff Gale, seconded by Cllr Will Kitto and unanimously passed.</p> <ul style="list-style-type: none"> • To note income <p>None received.</p> <ul style="list-style-type: none"> • To approve any transfers of funds <p>None made.</p> <ul style="list-style-type: none"> • To note bank balances <p>The bank balances as of 6 April 2023 were noted.</p> <ul style="list-style-type: none"> • To receive an update on banking arrangements <p>The Clerk updated the Council on the ongoing issues with Barclays and following the decision at the previous Full Council meeting to move the accounts if the problems continued, it was proposed by Cllr Geoff Gale that the Clerk now instruct Unity Bank and close the Barclays account. This was seconded by Cllr Will Kitto and unanimously passed.</p> <ul style="list-style-type: none"> • To receive and approve the end of year accounts <p>The Clerk advised the Council that the accounts were now completed and had been approved by Cllr Kerri Kitto ready for submission as part of the annual Audit. Cllr Geoff Gale also wished for it to be minuted that the Council would</p>	Clerk

	like to apologise to the Clerk for the amount of work that's been required to get the Council's administration and finance on a compliant basis. This was seconded by Cllr Will Kitto and unanimously supported.	
10	<p>Parking and traffic calming around the school</p> <p>Following concerns raised by a member of the public at the previous Full Council meeting and in line with Cllr Dominic Fairman's County Councillor report comments, the situation around the school was discussed and it was proposed by Cllr Geoff Gale that a site meeting be arranged to ensure all parties were aware of the problems and possible solutions discussed accordingly. This was seconded by Cllr Will Kitto and unanimously supported by the Council. Cllr Will Kitto equally asked for it to be minuted that the Council will do what it can to overcome the issues.</p> <p>Cllr Dominic Fairman also tabled a request he had received for a disabled parking bay outside the school which is not allocated and can be used by all Blue Badge holders. He requested the Parish Council to review and consider funding it. Cllr Will Kitto proposed that this be added to the agenda for the next Full Council meeting when a full complement of Councillors would be in attendance. This was seconded by Cllr Jo Fleet and unanimously supported.</p>	<p>Clerk</p> <p>Clerk</p>
11	<p>Clock Tower</p> <p>Cllr W Kitto advised that a planning application had now been submitted for the renovation of the tower and that scale plans were being produced for Cornwall Council's Listing team. Once the Council hears back from the Listing team we will have a clearer picture of what can be done.</p> <p>The Full Council are keen that progress is communicated to the community on an ongoing basis.</p>	WK
12	<p>Devolution</p> <p>Cllr Dominic Fairman covered this point in his County Councillor Report.</p>	
13	<p>King's Coronation Celebrations</p> <p>The Clerk had circulated 3 options of the commemorative coins for consideration and it was proposed by Cllr Geoff Gale that we purchase 175 units for Cllr Kerri Kitto to hand out to children at the school. This was seconded by Cllr Will Kitto. Cllr Geoff Gale offered to also attend if required.</p>	Clerk
14	<p>Parks</p> <p>A report had been received by Cllr Nev Turner that there was overhanging branches/bushes on the path at the top of the village green and the neighbouring owners should be approached to ask them to cut it back so people can use the path properly. He also reported that bench at the Football Club needed a new table plank and gate. Cllr Will Kitto kindly offered to purchase and repair the table and gate and Cllr Geoff Gale to approach the owners of the overhanging tree.</p>	<p>WK</p> <p>GG</p>
15	<p>Bus Shelter</p> <p>Cllr Jo Fleet requested funds to enable her to continue to paint and repair the shelter. It was proposed by Cllr Geoff Gale that £200 be made available for materials and for Cllr Jo Fleet to get costs and bring to the next Full Council meeting. This was seconded by Cllr Will Kitto and unanimously supported.</p> <p>Cllr Jo Fleet also tabled the idea of moving the litter bin next to the shelter and Cllr Geoff Gale to investigate so that he can report back to Council at the next Full Council Meeting.</p> <p>The Clerk also raised Cllr Kerri Kitto's idea to consider a second noticeboard in this area and Cllr Geoff Gale and the Clerk to investigate with Cllr Jo Fleet for reporting back to the next Full Council meeting.</p>	<p>JF</p> <p>GG</p> <p>GG/Clerk</p>

16	<p>Equipment</p> <p>The Clerk advised that the old play equipment had now been removed and the new equipment is due to be installed after Easter. The Clerk also asked that the Council consider organising an opening event for the local children and provide refreshments once everything was completed. This was viewed as a good idea and proposed by Cllr Geoff Gale, seconded by Cllr Jo Fleet and unanimously passed.</p>	Clerk																																				
17	<p>Defibrillator Training opportunity</p> <p>The Clerk explained that the Council had been approached by FLEET looking for local venues to train communities on the use of the defibrillators. It was proposed by Jo Fleet that we reply offering to cover the rent of the Community Centre for such an event and this was seconded by Cllr Geoff Gale as well as being unanimously approved.</p>	Clerk																																				
18	<p>Correspondence</p> <table border="0"> <tr> <td>CALC</td> <td>8 Mar</td> <td>AGM slides</td> </tr> <tr> <td>Gareth Stubberfield</td> <td>8 Mar</td> <td>Coronation arrangements</td> </tr> <tr> <td>FLEET</td> <td>13 Mar</td> <td>Defibrillator training</td> </tr> <tr> <td>Cllr Dominic Fairman</td> <td>15 Mar</td> <td>Disabled bay request</td> </tr> <tr> <td>Cornwall Cricket</td> <td>23 Mar</td> <td>Fundraising request</td> </tr> <tr> <td>CALC</td> <td>23 Mar</td> <td>Climate Change event</td> </tr> <tr> <td>Cornwall Council</td> <td>23 Mar</td> <td>Community Area Partnership changes</td> </tr> <tr> <td>RBLI</td> <td>29 Mar</td> <td>Plant Tree request</td> </tr> <tr> <td>Cornwall Council</td> <td>29 Mar</td> <td>The Big Help Out</td> </tr> <tr> <td>Cornwall Council</td> <td>31 Mar</td> <td>Public Spaces Protection Order renewal</td> </tr> <tr> <td>Citizens Advice</td> <td>5 Apr</td> <td>Area breakdown</td> </tr> <tr> <td>GWR</td> <td>5 Apr</td> <td>Grants open</td> </tr> </table>	CALC	8 Mar	AGM slides	Gareth Stubberfield	8 Mar	Coronation arrangements	FLEET	13 Mar	Defibrillator training	Cllr Dominic Fairman	15 Mar	Disabled bay request	Cornwall Cricket	23 Mar	Fundraising request	CALC	23 Mar	Climate Change event	Cornwall Council	23 Mar	Community Area Partnership changes	RBLI	29 Mar	Plant Tree request	Cornwall Council	29 Mar	The Big Help Out	Cornwall Council	31 Mar	Public Spaces Protection Order renewal	Citizens Advice	5 Apr	Area breakdown	GWR	5 Apr	Grants open	
CALC	8 Mar	AGM slides																																				
Gareth Stubberfield	8 Mar	Coronation arrangements																																				
FLEET	13 Mar	Defibrillator training																																				
Cllr Dominic Fairman	15 Mar	Disabled bay request																																				
Cornwall Cricket	23 Mar	Fundraising request																																				
CALC	23 Mar	Climate Change event																																				
Cornwall Council	23 Mar	Community Area Partnership changes																																				
RBLI	29 Mar	Plant Tree request																																				
Cornwall Council	29 Mar	The Big Help Out																																				
Cornwall Council	31 Mar	Public Spaces Protection Order renewal																																				
Citizens Advice	5 Apr	Area breakdown																																				
GWR	5 Apr	Grants open																																				
19	<p>Training and Meeting Attendance</p> <p>The Clerk advised that she was arranging a bespoke Code of Conduct training session for four of the other councillors.</p>	Clerk																																				
20	<p>To agree Matters for the next Meeting</p> <p>The following items to be added to the agenda for the April meeting:</p> <ul style="list-style-type: none"> • Clock Tower • Devolution • Traffic calming and parking • Disabled parking bay request • Equipment update • Grass cutting tender • Bus Shelter 																																					
21	<p>Diary Dates</p> <p>2 May 6pm Annual Parish Meeting</p> <p>2 May 7pm Annual Council Meeting</p> <p>2 May Full Council Meeting (please note, new date)</p>																																					
21	<p>Open Meeting Closed</p> <p>The meeting was closed at 8.30pm.</p>																																					

Signed:

Date: