



**Minutes of Meeting of the Parish Council
held via remote Zoom meeting on Friday 15th May 2020 at 7pm**

Due to the Government's current restrictions on meetings during the COVID19 outbreak, this meeting was being held remotely via Zoom.

MINUTES

Councillors Present: Cllr S Leech (Chairman), Cllr P Chesworth (Vice-Chairman), Cllr B Bailey, Cllr P Bearham, Cllr A Beckham, Cllr A Crocker, Cllr P Dyer, Cllr R Knill, Cllr S Foster, Cllr M Stephens

In Attendance: Mrs C Martin (Clerk) Cllr John Dyer,

1. **Apologies for Absence**
Cllr J Carley
2. **To receive declarations of interest**
 - a. Councillors to declare any disclosable pecuniary interest in any items on the agenda
None
 - b. Councillors to declare any non-registerable interest in any items on the agenda
None
3. **Public Question Time:** No Public Present
4. **06.01 Minutes of the Meeting held remotely on Friday 24th April 2020**
Agreed
Proposed: Cllr R Knill Seconded: Cllr P Chesworth Vote: Unanimous
5. **Clerks report on matters arising from those minutes** (*for discussion or future agenda only*)
The clerk gave an update on the Chacewater families Voucher Scheme. There has been a very small amount of families who have come forward to request vouchers. Clerk will advertise again via the website, social media and what's on. Posters have also been displayed in the village shops and Steppingstones Pre-School have circulated the details to parents
6. **Agenda items**

06.01/08.20

Utilities: Council to decide if Smart Meters are to be installed in the WI Hall and Toilet Block. Clerk to update the Council on current contract status' with EDF Energy and British Gas.

RESOLUTION: No smart meter to be installed due to limited signal in Chacewater they are not effective. Clerk to look into changing our electricity suppliers to a greener energy supplier.

06.02.08.20

Standing Orders: Council to review and approve the revised Standing Orders document – circulated by the Clerk

RESOLUTION: Revised Standing Orders were Agreed and Adopted

Proposed: Cllr R Knill Seconded: Cllr S Foster Vote – Unanimous

06.03/08.20

Community Acre: Council to review plans circulated by the Chairman and decide and approve funds

RESOLUTION: Clerk to check specifications and levels of the site, obtain a final decision from Tregothnan Estates in terms of the cost of leasing the land and send out Invitation to Tender

Proposal – Cllr B Bailey

Seconded – Cllr S Foster

Vote – Unanimous

06.04/08.20

COVID19 – Updates on current government advice. Council to decide on next steps with furloughed employee

RESOLUTION: Our Village Maintenance Operative may return to work on Monday 18th May 2020. Clerk to liaise with and advise the tasks he may undertake, which will involve only grass cutting, strimming at this time. Clerk to ensure he has the appropriate PPE and he does not undertake any work at the medical centre.

Proposal – Cllr P Bearham

Seconded – Cllr R Knill

Vote – Unanimous

06.05/08.20

Employee Salaries – Council to approve employee 3% salary increases as agreed in the 2020/21 budget/precept.

RESOLUTION: Salary Increases agreed

Proposed: Cllr R Knill

Seconded: Cllr A Crocker

Vote – Unanimous

06.06/08.20

Council Vacancy – Council to discuss potential co-option into the Parish Council – 2 applications received

Applicants to have a discussion with the chairman prior to Co-option at the next full Council meeting

7. Planning Applications received

None

8. Other planning matters

Quaker Cottage – Clerk to follow up with enforcement and advise that several dwellings have been built in the vicinity of Quaker Cottage. There has been a lot of activity during Lockdown

Tamblyns Barn – The Clerk shared correspondence from a resident highlighting their concerns regarding the re-routed footpath and the use of land. Clerk to follow up again with Planning and enforcement, copy in Cllr John Dyer, no response since that last email sent. Clerk also to write to the head of planning to question how the planning officer deemed the application an amendment to planning application, address the removal of a Cornish Hedge, raise concerns over the footpath and highlight that the use of land is for a 'hobby' and not agricultural use.

Proposal – Cllr P Bearham

Seconded – Cllr R Knill

Vote – Unanimous

9. Correspondence Received

1. East Bridge – Cyclists

The Clerk has received complaints from residents regarding the speed of cyclists along East Bridge

RESOLUTION 'public footpath' signage to be put up on each end of East Bridge, and the issue to be monitored.

2. The Clerk shared correspondence from a resident advising the Parish Council that there has been some vandalism at the shed at the Millennium Green. Roof Tiles have been

broken and an attempted break in. Nothing was stolen. It was **RESOLVED** that Paul Shevlin can spend up to £100 on materials to fix the roof of the shed. Clerk also gave an update on equipment needed to maintain the Millennium Green. It was **RESOLVED** the Paul SHELVLIN may have up to £200 to spend on spare parts needed for the millennium green mower

Proposal – Cllr P Bearham Seconded – Cllr A Crocker Vote – Unanimous

3. The Chairman shared an email from Tregothnan regarding the Old Smithy. They would like the Parish Council to email Joe Reid confirming that the Parish Council would be happy to work with the Estate to find a positive use for the site utilising part of the buildings.

The Parish Council confirmed that once our lease has been confirmed in writing for the land above the school, a supporting email will be sent out immediately supporting in principal.

Proposal – Cllr P Bearham Seconded – Cllr R Knill Vote – Unanimous

10. **Finances**

10.01/08.20

Council to approve the continued use of the following payment methods: Direct Debit and BACS

Direct Debit payments are currently in place for EDF Energy (street lighting), Suez (Waste Removal) and Pennon water services (old Pavilion). Clerk to request authorisation to continue these payment methods and set up direct debit payments for the additional following regular payments:

- EDF Energy – Electricity WI Hall
- Southwest Water – Public Toilets
- British Gas – Electricity Public Toilets

RESOLUTION – All regular payments to be made via direct debit

Proposal – Cllr P Bearham Seconded – Cllr R Knill Vote – Unanimous

10.02/08.20

Clerks Financial Report – Council to review and approve the Financial report circulated by the Clerk

RESOLUTION – Report agreed

Proposal – Cllr B Bailey Seconded – Cllr R Knill Vote – Unanimous

10.03/08.20 Direct Debit Payments

EDF Energy – Public Lighting	CA1	30/04/20	£241.59
Suez – Waste Removal	CA1	30/04/20	£39.08

10.04/08.20 Payments to be authorised

British Gas – Electricity, Public Conveniences	CA1	29/04/20	£54.54
EDF Energy – Electricity WI Hall	CA1	29/04/20	£195.44
P Shelvlin – Fuel for Mower	MIL	20/04/20	£21.98
R Knill – Poppy Yarn	CA1	29/04/20	£6.00

10.05/08.20 Receipts

HMRC-Job Retention Scheme payment (April)	BMM	27/04/20	£228.82
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10.06/08.20 Reserves Q1 2020/21

Office equipment	£ 1002.07
Election Fund	£ 802.51
Training Fund	£ 455.00
Lighting Capital	£ 300.00
Development of Car Park	£18,898.86
Play Area	£ 250.00
Development of Recreation Ground	£ 4125.20
Pavilion Project	£ 11,800.00
Events Committee Finance	£ 2,943.99
Total Reserves	£40,577.63

RESOLUTION Payments Agreed

Proposal – Cllr P Chesworth	Seconded – Cllr M Stephens	Vote – Unanimous
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21. Matters for future consideration

a) Requests for agenda items from councillors

Trusteeships of Carpark (old pavilion) and Recreation Ground

b) Requests for agenda items from members of the public

Close of meeting: 21.06