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## Minutes of Meeting of the Parish Council meeting held via remote Zoom meeting on Friday 30th April 2021 at 7pm

Due to the Government's current restrictions on meetings during the COVID19 outbreak, this meeting was 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 J Carley, Cllr A Crocker, Cllr S Foster, Cllr S Gribble, Cllr R Knill, Cllr M Stephens

**In Attendance:** Mrs C Martin (Clerk), 2 members of the public

**1. Apologies for Absence – None**

**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**

Concerns were raised regarding a resident who fell at Wheal Busy this week and waited over 2 hours for an ambulance with a broken hip. Clerk to write to the ambulance service to highlight concerns.

Councillor Dyer spoke and asked that the Parish Council look into overgrown lane off Kerley hill towards Westfields and rough surface along the Bissoe trial – Clerk to investigate.

**4. 04.01 Minutes of the Meeting held on Friday 23rd April 2021**

It was **RESOLVED** that these be accepted as a true record and would be signed by the Chairman at the next in-person meeting

Proposed – Cllr B Bailey

Seconded Cllr P Chesworth

Vote - Unanimous

**5. Matters arising & Clerk's report as follows:**

The Clerk advised that the internal audit would be taking place the week of 17<sup>th</sup> May with the view to present the reports and AGAR at the 28<sup>th</sup> May full council meeting.

**6. Planning Matters – Nothing to report**

**7. Agenda items**

**07.01/02.21 – Cornwall Council Website**

Council discussed the ongoing issues with the new Cornwall Council website which is frequently not responsive, in particular the planning and the report it area's of the site. Clerk to write to Cornwall Council to highlight these issues.

Proposed – Cllr P Bearham

Seconded – Cllr J Carley

Vote – Unanimous

**07.02/02.21 – Community Car Park & Garden**

Council received an update following the working party meeting held on Thursday 29<sup>th</sup> April and **RESOLVED** to approve the findings as follows:

The Clerk presented 3 quotes for the compostable toilet for the Community Garden, Council **RESOLVED** to approve the cost of £3666 (inclusive of delivery fee and VAT) – Clerk given authority to make payment on this item prior to the next meeting of the council. Expenditure to come out of the Pocket Parks Grant budget.

Council **RESOLVED** to agree to increase the budget for the project to £21,500 from the Parish Council budget – additional expenditure to come out of both the car park and pavilion project reserves.

Cllr Chesworth presented 4 quotes for the Grid System for the Car Park. Council **RESOLVED** to approve the cost of £7290 (Incl VAT) with IBRAN who kindly offered to provide the white markers free of charge. Clerk given authority to make payment on this item prior to the next meeting of the council.

Clerk to contact our insurer to arrange cover.

#### **07.03/02.21 – Face to Face meetings**

The Clerk advised the Council that as of our next meeting on 18<sup>th</sup> May (AGM) meetings must take place in person. The Village Hall has agreed the use of the main hall moving forward for meeting to allow enough space for social distancing. All councillors agreed they were comfortable with this arrangement.

Council agreed that co-option for the 2 additional vacancies would take place at our meeting in June.

#### **07.04/02.21 – Enhanced LMP**

Cllr Knill presented a detailed report and a breakdown of costings breakdown for the Enhanced LMP Grant. Council **RESOLVED** to support the costings and approval was given to move forward to the next step which is approval from Penny Hodgson at CORMAC. Council also supported the purchase of a whacker plate as opposed to hiring one which would cost more. Cllr Knill to confirm that the purchase would be supported under the LMP scheme.

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

### **8. Checklist Report**

Checklist / Actions Database update report.

Chacewater Play Area matting requires attention – Clerk advised that CORMAC have offered some materials (free of charge) to fill the gaps. Council **RESOLVED** to approve purchase of mastic and concrete to fill the gapping around the edge of the swings. Clerk to purchase.

Clerk reported that a bench has appeared in the pavilion – R Northey requested assistance to move it.

### **9. Car Park**

*Before discussion on these matters, the Council gives consideration to its interest as Trustees of the Car Park [Old Recreation Ground]*

Clerk to send a friendly reminder to medical centre staff to ensure they use the one - way system in the car park.

### **10. WI Hall**

**10.01** Council **RESOLVED** to agree to installing WIFI in the hall. Clerk to move forward with the installation of the phone line and then present quotes for broadband providers at the next meeting of the council.

Proposed – Cllr P Bearham      Seconded – Cllr B Bailey      Vote – Unanimous

**10.02 Council AGREED** to hiring a contracted professional cleaner weekly from June 2021. The Clerk presented details of an available cleaner at £13 ph and advised that she has previously attempted to obtain quotes from both the Village Hall and Bowling Club cleaners however neither had the availability.

**11. Outside Bodies Reports**

19.01 Chacewater Bowling Club

Now open

19.02 Chacewater Football Club

Memorandum of understanding has been given to the FC for review and feedback.

The electric box in the pavilion requires a cover – Clerk to contact our electrician

The store requires 2 x new bolt locks – Clerk to order ASAP

**12. Finances**

**12.01/02.21 – Employee Salaries**

Council **RESOLVED** to approve salary increases as agreed and set out in the Budget / Precept.

**12.02/02.21 – Q4 accounts**

Council reviewed and **RESOLVED** to approve the Q4 budget monitoring report

Proposed - Cllr P Bearham      Seconded – Cllr P Chesworth      Vote - Unanimous

**12.03/02.21 – Finance Working Group Meeting – Recommendations**

Council **RESOLVED** to agree the minutes from the Finance Meeting held on 20<sup>th</sup> April 2021 and approved all member recommendations. – Finance Meeting Minutes attached

**12.04/02.21 - Payments to be authorised**

| <u>Payment Schedule</u>                   | <u>Acc</u> | <u>Amount</u> | <u>Date</u> |
|---|------------|---------------|-------------|
| Employee Salaries                         | CA1        | £ 1010.60     | 01/05/2021  |
| Toilet Rolls & Bin Liners                 | CA1        | £ 38.48       | 24/04/2021  |
| Re-Imb – HP Ink Plan                      | CA1        | £ 5.49        | 01/05/2021  |
| Compostable toilet + accessories (Garden) | CA1        | £ 3666.00     | 04/05/2021  |
| IBRAN - Grid for Car Park                 | CA1        | £ 7290        | 04/05/2021  |

Payments Approved

Proposed – Cllr P Chesworth      Seconded – Cllr R Knill      Vote – Unanimous

Signed .....Chairman .....Clerk/RFO

**12.05/02.21 – Direct Debit Payments**

|                         |     |        |            |
|-------------------------|-----|--------|------------|
| Suez – Waste Collection | CA1 | £39.08 | 30/04/2021 |
|-------------------------|-----|--------|------------|

**12.05/02.21 – Transfers**

|                         |     |           |            |
|-------------------------|-----|-----------|------------|
| Transfer to CA1 account | BMM | £ 9000.00 | 04/05/2021 |
| Transfer to BMM account | CA2 | £ 5000.00 | 30/04/2021 |

**Note:** £5000 was transferred to the CA2 trust account on 31/10/2020 in error – the funds should have been allocated to our Car Park & Recreation Ground reserves.

**Parish Council Account Balances as at 30.04.2021**

|                             |              |                            |
|-----------------------------|--------------|----------------------------|
| Community Acct.             | [CA1]        | £ 3220.85                  |
| Business Money Manager Acct | [BMM]        | £ 79,915.96                |
| Community Acct. 2           | [CA2 Trust]  | £ 7004.19                  |
| Community Acct. M/Green     | [MG Trust]   | £ 29,003.35                |
|                             | <b>Total</b> | <b><u>£ 119,144.35</u></b> |

**13. Matters for future consideration**

- a) Requests for agenda items from councillors
- b) Requests for agenda items from members of the public

Close of Meeting: 20:42