

St Breward Parish Council 2015/2016
Minutes of the Council meeting for
Tuesday 1st March 2016
Held in St Breward Institute & War Memorial Hall starting at 7pm

Parish Councillors Present: Veronica Stansfield, Joe Kay, Ben Fairman, David Poxon, Barbara Kendall, Denis Lusby, Stephen Nankivell
Unitary Authority Councillor Present: None

Clerk to the Parish Council: Anita Cornelius
Members of the Public Present: None.

	Minutes	Action req'd/Person responsible
Public concerns and issues raised prior to start of the PC meeting	None.	
1) Apologies	DCC (work), DW (unwell), JH (unwell)	
2) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of Conduct)	None	
3) Minutes of the meetings held 2 nd February 2016	The PC approved the minutes of the meeting held on 2 nd February 2016. Proposed by JK , seconded by BK - all in favour.	
4) Matters Arising	<p>From minutes 01/02/16</p> <p>Agenda item 7a) Clerk advised that she had received a response from the Head Teacher at the School with regard to throne. He advised that St Breward is now in a similar position to St Teath and their 'giant'. The giant was removed from the public green and placed in the school garden after a similar request from their PC. The original plan was to have several pieces, including the throne and giant, placed in local villages on public land. St Breward School would be happy to place the throne on the school field to 'oversee' the new gardens at St Breward. They will arrange for it to be relocated after the gardens and solar panels have been installed. The installation is expected to be completed in either February half term or Easter holidays. The head teacher also offered to give an update on the school's position and possible future in the ever changing educational landscape. This has been arranged for the May meeting.</p> <p>Agenda item 11) Telephone Kiosk – the Clerk has contacted CHT and they will send the appropriate paperwork for this to proceed. The handover date has to be 1 year and 1 month from the date CHT took possession.</p> <p>Agenda item 12) Chris Monk invited to future meeting – no reply to date.</p> <p>Agenda item 14) Scott Mann invited to future meeting – no reply to date.</p>	
5) Public Concerns & Comments	None	
6) Police Report	Report received from PCSO Crocker: 1 x common assault.	

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	<p>No incidents of Anti social behaviour. 1 x incident involving suspicious males going door to door allegedly to find work cutting hedges.</p>	
7) Planning matters & planning applications	<ul style="list-style-type: none"> a. Approvals/refusals will be received –PA15/11462 (Mrs Colman) Bathroom formation – approved, PA16/00209 (Mr Dodge) garage conversion to domestic accommodation – approved. PA15/11834 (Mr Millward) new building erection – approved. b. Pre-Application listed w/b 26th February 2016 – but no request to Parish Council thus far for Wenford Bridge Pottery – enquiry to convert existing unused former pottery buildings into a single residential dwelling or live/work unit – Mrs R Ellery. Case Officer – Mr J Rudge. c. Correspondence - Flood Risk at Rylands – the PC received an update - the Cormac unit sorted out the drainage and potential flood risk at the bridge/culvert at Rylands Rd, St. Breward on Saturday 13th February. The stream now flows much faster and the widened drainage ditch is a major improvement. The men also cleared a section of the brook leading into the stream which has also improved the drainage from the nearby fields. d. Consultation document – Strategic Plan – PC noted consultation period. e. Email from Economy, Enterprise & Environment Team regarding the implementation of paperless planning which will commence from 1st April 2016. The Clerk demonstrated a presentation from E, E & E to the Parish Council and circulated it to them for consideration/comment. 	AC√
8) Financial Matters 19:19hrs	<p>The current account has £16.17 (as at 01.03.16). The savings account has £6337.03 (as at 01.03.16) Payments presented for approval: Clerk: £283.10 Cleaner - £206.25 Ms Yeo had not taken her annual leave in 2015/2016. Therefore the PC resolved to pay Ms Yeo in lieu of leave, which is allowed on termination of contract. Proposed VS , seconded by BK – all in favour.(see agenda no.9) PAYE –£69.40 British Gas – electricity bill for public convenience - £20.31 SLCC Enterprises Ltd - £124.20 for 3 Councillors to attend Regional Conference on 9th March. Post Office Counters Ltd - £37.07 for SWW bill for public conveniences St Breward Stores for goods supplied from 10/03/15 – 01/03/16 - £15.20. The PC proposed to transfer £765 from the savings account to the current account. Proposed by SN , seconded by BF – all in favour. The PC resolved to add another signatory to the account – so the clerk will obtain the appropriate paperwork. The meeting had a comfort break and the meeting resumed</p>	<p>AC√ AC√</p>

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<p>9) Toilets at Row</p>	<p>The Parish Council acknowledged that there had been a delay in advertising the cleaner vacancy. The PC resolved to employ a temporary cleaner for March, whilst advertising the post – with a deadline of 4th April for applications. The Clerk circulated the Cleaner job description and contract for information. This was previously reviewed and revised in 2014.</p> <p>The Clerk confirmed that Ms Yeo is due 15 ½ hours of annual leave, which will be paid in lieu of leave – and is included in the final salary payment. The Clerk has written a letter of thanks to Ms Yeo and the Parish Council agreed to invite her to the start of the next meeting for them to personally thank her for her contribution to the village.</p> <p>Discussions took place about the maintenance works required for the toilet. It was proposed that BF will bring back costings to convert the toilet to an eco friendly facility.</p> <p>Awaiting valuation for toilet from local builder for insurance purposes – DL will chase this and the previous PO owners about the right of way to the toilets.</p>	<p>AC√</p> <p>BF</p> <p>DL</p>
<p>10) Footpaths, urban footways, dog bins, grit bins, seats, bins & notice boards</p>	<p>The Parish Council received the LMP(Local Maintenance Partnership) information from Matt Montano at Cormac Solutions Ltd.</p> <p>The PC noted that during 2016/17 CC will take 12 months to review the scheme and in the interim has agreed to increase the funding by 10% for 2016/17.</p> <p>CC has offered St Breward PC £1444 for the cutting of the Parish's public rights of way.</p> <p>The information included a summary of funding to the Parish, the contractor's summary of cutting, a cutting map, public rights of way map, acceptance offer form and leaflets/information sheets.</p> <p>The PC resolved to accept the LMP offer – proposed by VS, seconded by BK, - all in favour.</p> <p>The Chairman and Clerk completed the Acceptance form and the Clerk will return to Mr Montano.</p> <p>The Clerk advised that the notice board at the shop is impaired in that it is not possible to open the doors. DL will address.</p>	<p>AC√</p>
<p>11) Play Areas</p>	<p>DP has completed the inspections for the Play Area in February and went through the most recent inspection and help sheet for all weekly inspections.</p> <p>DP advised that there are some vandalism scratches on some of the plastic items. He advised that it is also getting boggy in some areas. VS will follow up with installers. DP will continue inspections for March.</p> <p>The Clerk confirmed that she has checked and requested a full list of warranties regarding each bit of equipment from Mant Leisure.</p> <p>The Clerk confirmed that Councillor Cornelius has fixed the Cory Environmental Trust commemorative plaque to the play area entrance gate. Photos have been taken and the Clerk has posted them accompanied by the deed document, project completion form, and copies of the final project invoices to the Trust for release of the funding.</p>	<p>VS</p>

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	The Clerk confirmed that she has replied to Mr Walker this week, with respect to the PC accepting the 2 additional provisions. Mr Walker advised that this matter should be concluded by April 2016.	
12) Unitary Authority Councillor Reports, Community Network updates and Parish Councillor reports	<p>1) DL attended the Pensions & Auto-enrolment event on 11th February. He will feedback in April meeting.</p> <p>2) Local Devolution Fund – CNP meeting 8th March– DL, VS & ?BF.</p> <p>3) VS – grant application to the George Bairstow Trust completed. Requested £2708 for cabinet to house AFC Club's defib and the yearly maintenance fee to AED Locator for both defibs in village. Clerk to post.</p> <p>4) SN – advised that 4 of his sheep have unfortunately accessed the cemetery. SN has offered to address this with the PCC.</p> <p>5) DP complained about the pot holes from the village out to Shell Wood, Wenford Bridge out to Loskeyle. The PC asked the Clerk to contact Oliver Jones, cc Mick Martin and Chris Batters.</p>	<p>DL</p> <p>AC√</p> <p>AC√</p>
13) Correspondence	<p>1) The PC resolved to commemorate her Majesty Queen Elizabeth II 90th Birthday, by giving each child of primary school age and under a commemorative medal. The Process for registering for a medal was discussed and VS agreed to organise registration for the medals. Clerk to order 100.</p> <p>2) Community Land Trust letter from Andrew George. Content noted from PC.</p>	<p>AC√</p> <p>VS</p>
14) SLCC	Clerk to email Councillors the survey monkey link	AC√
15) Forthcoming training/meetings/seminars	<p>1) 2016 SLCC Regional Roadshow China Fleet Club Hotel, Saltash – 9th March 2016. Agreed to book 3 for the price of 2. DL, DW & VS. Places all booked and names confirmed to SLCC.</p> <p>2) Camelford Community Network Meeting & AGM – 8th March 2016 at 7pm in Camelford. Jeremy Rowe to speak on Localism and Health/Dentistry to be discussed by relevant representatives. VS, DL & ?BF</p> <p>3) CALC AGM Friday 11th March 2016 at 7pm in New County Hall, Treyew Road Truro. Lord Matthew Taylor of Goss Moor will be guest speaker. VS & DL to attend.</p> <p>4) Cornwall AONB's Annual Conference 7th May 2016 Bedruthan Steps Hotel, Mawgan Porth.9 30 – 4:15pm.</p> <p>5) Bodmin Moor Network Meeting – expressions of interest to host and dates requested. St Breward has offered.</p>	
16) Matters for next meeting	Cleaner for toilets	
17) Date & time of next meeting	Tuesday 5 th April 2016 in St Breward I & WM Hall at 7pm. Meeting closed at 20:42hrs.	