

Minutes of the meeting of South Petherwin Parish Council held on Wednesday 11th August 2021, at 7pm, in South Petherwin Village Hall.

Present: Cllr P Parsons (Chairman), Cllr A Finnimore (Vice Chairman), Cllr M Screech, Cllr A Barham, Cllr A Jasper, Cllr J Barlow and Cllr S Rogers.

In Attendance: Linda Coles, Locum Parish Clerk.

There were two members of the public present.

Item No		Action By
1	Chairman's welcome.	
2	Apologies. Apologies were received from Cllr J Butler and Cllr A Parsons (Cornwall Councillor).	
3	Declarations of Interest. a) Agenda Items. Cllr A. Barham declared an interest in Item 9a) PA21/07222, the application being for her property. b) Gifts. None declared.	
4	Consideration of written requests for dispensation. None received.	
5	Co-option of Councillors. Julie Barlow had applied to be considered for co-option as a Parish Councillor for South Petherwin Parish Council. The Chairman read out her letter detailing her reasons for wanting to be a councillor. It was RESOLVED that Julie Barlow be co-opted on to the Parish Council, proposed by Cllr Barham, seconded by Cllr Jasper, with all in favour. Julie signed a Declaration of Acceptance of Office, witnessed by the Clerk, and took her place as a Councillor. Steven Rogers put himself forward for co-option to the Parish Council. The Chairman read out his statement giving details about himself. It was RESOLVED that Steven Rogers be co-opted on to the Parish Council, proposed by Cllr Finnimore, seconded by Cllr Kneebone with all in favour. Steven signed a Declaration of Acceptance of Office, witnessed by the Clerk, and took his place as a Councillor.	
6	Unitary Councillors Report. Cllr A Parsons was not available for the meeting but had sent a report which was read out by the Chairman. (The Clerk will email a copy to the Members). Regarding the MIU closure at Launceston it was agreed that the Clerk will send a letter to NHS England, Cornwall and the Isles of Scilly, Cornwall Partnership NHS Foundation Trust and Scott Mann, MP, stating the Parish Council's disappointment at the closure and asking for the long term plan for the unit. Plusa will be an agenda item for the next meeting. Cllr Screech said that the signs at Trekelland Bridge are hidden by overgrown vegetation and some are being hit and turned by high vehicles so that they cannot be seen by approaching traffic. The white lining on the Lewannick side of the bridge needs repainting.	Clerk Clerk Clerk
7	Public Participation. A member of the public spoke on behalf of the Trecrogo residents and said that Trecrogo Green has become a scrapyard. The site was visited in May but the residents were told that it is not a problem but they would like to know what can be done. Cornwall Council Environment Agency has visited the site and looked at the issue and they would be the ones to take any action. It was also suggested that Cornwall Council	

	<p>Planning Enforcement is contacted as well as Cllr Adrian Parsons, Local Member. A member of the public asked for an update on the mandates for HSBC bank. The Chairman said that the Parish Council has submitted a letter requesting that the member of the public is removed as a signatory but because the Parish Council is changing banks this action will take place automatically when the accounts are opened at Unity Trust Bank.</p>	
8	<p>Response to Public Participation. As above.</p>	
9	<p>Planning.</p> <p>a) Planning applications received before the agenda was finalised: PA21/07222, Pentrewe, South Petherwin, Launceston, Cornwall. Proposed extensions and alterations to dwelling. (Cllr Barham left the meeting, having declared an interest) The Members discussed the application. None of the alterations will be visible from the highway. It was RESOLVED to support the application, proposed by Cllr Barlow, seconded by Cllr Kneebone with all in favour. (Cllr Barham returned to the meeting)</p> <p>b) Planning applications received after the agenda was published: PA21/06171 Botathan Farm, Road from Treguddick Lane to Hendra Lane, South Petherwin. Erection of an Agricultural general purpose storage building with associated works. PA21/06172 Botathan Farm, Road from Treguddick Lane to Hendra Lane, South Petherwin. Erection of an Agricultural general purpose storage building with associated works. Both applications discussed together. (Cllr Finnimore and Cllr Kneebone declared an interest and left the meeting) Concerns were raised over what material was to be stored in the buildings. It was RESOLVED to object to both applications on the grounds that there is not enough information on the purpose and storage, proposed by Cllr Screech, seconded by Cllr Barham, four votes in favour with two abstentions. (Cllr Finnimore and Cllr Kneebone returned to the meeting)</p> <p>c) Planning decisions notified by Cornwall Council: None.</p> <p>d) Other Planning Matters. None. Cllr Rogers gave apologies and left the meeting</p>	
10	<p>Minutes of the meeting held on Wednesday 14th July 2021. It was RESOLVED that the above Minutes are a true record of that meeting. Proposed by Cllr Jasper, seconded by Cllr Finnimore with all in favour who had been present at the meeting.</p>	
11	<p>Matters Arising from the above Minutes Cllr Barham showed a printed picture of the new flower trough at the toilets. It was agreed that the Clerk will send a letter of thanks to Sue Vernon.</p>	Clerk
12	<p>Highway and Footpath Matters.</p> <p>a) Trelinnoe Gardens/Close footpath adoption. Cllr Barlow will organise letters from the residents.</p> <p>b) Speed Awareness Campaign. The Chairman read out an email from Natalie Warr, Cornwall Council, and hopefully there will be more information for the next Council meeting. The speed signs have been ordered and should be arriving shortly. Slate Quarry Hill will be closed from 23rd – 25th August (19.00 to 06.00 hrs) Cllr Finnimore said that there is a Speed Sign at Tregadillet that shows a smiley face if one is adhering to the speed limit and this might be something to consider for the</p>	

	future.	
13	Sub-Group to review the policies of the Council. It was agreed that the Clerk will look at the policies and send them to the Members for approval and adoption at subsequent meetings.	Clerk
14	Notice Board. The Chairman had received a quote for the maintenance of the Parish Notice Boards and the Village Pump. The work will cost £397 in total. It was RESOLVED to proceed with the work at this cost, proposed by Cllr Finnimore, seconded by Cllr Screech with all in favour. The Clerk will notify the Contractor.	Clerk
15	Dog Bins. Cllr Barlow is in favour of adding a new dog bin at Tregaller. It was agreed that Cllr Barlow will meet with Cllr Butler to look at the situation and then liaise with the Clerk.	JB/JB
16	Correspondence Email regarding St Stephens Hill Launceston. The Clerk will contact to say that this is not in South Petherwin Parish.	Clerk
17	Finance a) Payments. It was RESOLVED to make the following payments, proposed by Cllr Barham, seconded by Cllr Jasper with all in favour: <ul style="list-style-type: none"> • Chq 100789 – R Frame, final salary • Chq 100790 – HMRC, PAYE for Clerk • Chq 100791 – S Vernon, reimbursement for flower trough - £66.91 • Chq 100792 – SW Water Source for Business, water rates for toilets - £49.79 b) Bank Account. The new bank account is being set up with Unity Trust and it was RESOLVED to issue the following cheques as opening balances for the new accounts: Chq 100793 – South Petherwin Parish Council - £500.00 Chq 100794 – South Petherwin Parish Council - £500.00 Proposed by Cllr Barham, seconded by Cllr Barlow with all in favour c) New Laptop The Clerk had three quotes for HP Business Laptops. It was RESOLVED to opt for WesternWeb Limited at a cost of £744 +VAT., proposed by Cllr Barlow, seconded by Cllr Barham with all in favour. The Clerk will order the laptop.	Clerk
18	Any Other Business Cllr Screech has had four residents approach him regarding the sewerage smell at Botathan Farm. The Clerk will notify the Environment Agency.	Clerk
19	Items for inclusion in future meetings <ul style="list-style-type: none"> • Winstead House Development 	Clerk
20	Date of next meeting The next meeting of South Petherwin Parish Council will be held on Wednesday 8 th September 2021 at 7pm in South Petherwin Village Hall.	
21	CLOSED SESSION Pursuant to the Public Bodies (Admissions to Meetings) Act 1960 members of the press and public left the meeting and the Council moved into Closed Session to discuss the	

	<p>following:</p> <p>a) Locum Clerk’s Contract of Employment and remuneration. Contract discussed, agreed and signed by Chairman and Locum Clerk. Clerk to be paid as per Spinal Point 19 NJC Pay Scales, proposed by Cllr Finnimore, seconded by Cllr Barham with all in favour.</p> <p>b) Role of Employment Committee. It was agreed that the Employment Committee will consist of Cllr A Finnimore, Cllr A Barham, Cllr A Jasper and Cllr R Kneebone. The Clerk will draw up Terms of Reference for the Committee and these will be circulated and adopted at the next Parish Council meeting.</p> <p>c) How to proceed with applications for position of Clerk/RFO. It was agreed that a Recruitment Pack will be sent to the two applicants with a submission date of 15th September and interviews will take place in the week commencing the 27th September. The Clerk will prepare packs for the Employment Committee members to include a matrix for conducting the interviews.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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There being no further business to transact the Chairman closed the meeting at 21.00 hrs.

Signed.....Chairman

Dated.....