

## ST DOMINIC PARISH COUNCIL

### Minutes of the Parish Council Meeting of St Dominic Parish Council held in St Dominic Parish Hall, St Dominic, on Wednesday 7<sup>th</sup> June 2017, commencing at 7.30pm.

**Present:** Councillors, G Wilkins, Chairman, J Totterdell, Vice Chair, D Greene, D Potter, E Behennah, J Wenmoth, S Brady, S Stallard and J Davis

**In Attendance:** Mrs L Coles (Clerk)

There were 3 members of the public present.

**Item 1. Apologies.** Apologies were received and accepted from Cllr G Walker and Cllr J Flashman (Cornwall Council)

#### **Item 2. Declarations of Interest**

**a) Agenda items.** None were declared -**b) Gifts.** None were declared.

**Item 3. Consideration of Written Dispensations.** None received.

**Item 4. Annual Governance Statement 2016/17.** It was **RESOLVED** to sign the Annual Governance Statement, as part of the Annual Return 2016/17 for the External Auditor, as a true reflection of Council's procedures. **Proposed by Cllr Potter, seconded by Cllr Greene with all in favour.**

#### **Item 5. Public Participation (including Police Report and Neighbourhood Watch (NW)).**

Chris Tomlinson, NW, reported that the Co-Ordinator charts have been successfully delivered. There are no problems locally. The Clerk reported that there have been no monthly police reports available, due to lack of resource.

**Item 6. Response to Public Participation.** Not applicable.

#### **Item 7. Planning.**

a) To consider and **RESOLVE** Council's response to planning applications received before the agenda was finalised:

**PA17/04245.** Mandy Nicholson, Hillcrest, St Dominic, Saltash, Cornwall PL12 6TU. Single storey extension to the front of the property to create additional living room and replacement carport of existing garage. This is not a large extension and the roof-line is sympathetic with the existing building. The carport will not exceed the existing footprint of the garage. It was **RESOLVED** to support this application, **Cllr Wenmoth proposed, Cllr Stallard seconded and all were in favour.**

b) Planning applications received after the agenda was finalised: None received.

c) Planning decisions received from Cornwall Council: The following were reported:

- PA17/02979, Proposed private workshop and store at Hillbrow Barn, Halton Quay, St Dominic, PL12 6SL – **Approved with Conditions**
- PA17/03192/03193 – Listed Building consent and proposed extension and alterations at Willina Cottage, St Dominic, Saltash Cornwall PL12 6TD – **Approved with conditions.**

It was agreed that the Clerk will contact Planning and find out what conditions have been applied for the above. **Clerk**

d) Other planning matters. The enforcement matter at Gooseford Farm was discussed. Lorry

loads of spoil have been dropped in the field and two holes have been made in the Cornish Hedge which have now been fitted with gates. The Clerk will pursue Enforcement and strongly ask why the Parish Council was not informed. **Clerk**

The Clerk reported that there are no available places for the Planning Training at Bodmin and it was agreed that she should contact Calstock Parish Council and ask for details of the training being provided there. **Clerk**

**Item 8. To RESOLVE to approve the Minutes of the following meeting:**

**Annual Parish Council Meeting held on the 18<sup>th</sup> May 2017** it was **RESOLVED** that the Chairman should sign the Minutes as being a true record of that meeting. **Cllr Totterdell proposed, Cllr Davis seconded and all were in favour with two abstentions, Cllrs Brady and Stallard who were not co-opted until after this meeting.**

**Parish Council Meeting held on 18<sup>th</sup> May 2017.** It was **RESOLVED** to sign the Minutes as a true record of that meeting, subject to the following amendments:

- Page 6, Item 8, the gutters on the road are situated on the road to Burcombe;
- Page 7, Item 13, the split bar is on the ramp and not on the zip wire;
- Page 7, Item 15, amend to “Cllr Totterdell will contact Rebecca Coombes with a view to contacting the perpetrators”;
- Page 9, Item 18, to add “there was discussion about the appropriateness of the process adopted at the meeting but, under the circumstances, it was resolved to co-opt both candidates”.

**Proposed by Cllr Totterdell, seconded by Cllr Davis, 6 in favour with 3 abstentions, including the two co-opted Members who were not part of that meeting.**

**Item 9. Matters Arising from the Minutes, that are not an agenda item, and Action Tracker. Matters arising from the above Minutes:**

- **APCM Page 1.** The Clerk will contact Calstock PC re Code of Conduct Training. **Clerk**  
**Parish Council Meeting:**
- Page 7, Item 13. The Clerk will contact Mr Pote and ask him to replace the split bar on the ramp for the zip-wire. **Clerk**
- Page 7, Item 15. Rebecca Coombes has been away for 5 weeks and contact will be made on her return.

**Action Tracker:**

- The Clerk reported that there are 20 names on the list for the CPR Training on 10<sup>th</sup> June at Parish Hall. It was agreed that Steve McEvansonaya will be asked whether another session can be provided if there was sufficient take-up following a further advertisement push. **Clerk**
- The Clerk will report the standing water on the road opposite Dovecote, again. **Clerk**

**Item 10. Co-option of Councillors.**

The process used to co-opt the candidates at the last meeting was different to how it has been done in the past and some of the Members were not happy with this process. A separate interview process is preferred. Following discussion, it was agreed that Cllrs Greene, Totterdell, Potter, Wenmoth and Behennah will put together a draft policy for future use and this will be circulated for discussion at the next Parish Council meeting.

**Item 11. Highway Matters**

**i) M&S Junction** – The Clerk will go back to Adrian Drake at Highways and ask for a road sign giving priority over oncoming traffic for vehicles travelling from the Village and a ‘Give Way’

sign for vehicles travelling towards the Village can be erected at the corner by M&S, with white lines on the road to indicate the priorities. **Clerk**

**ii) Granite Welcome Sign** – The Clerk circulated two options for the lettering for the sign and the Members unanimously chose Option 1. The stone will be supplied by C F Piper & Son at a cost of £438 + VAT and delivery. It was agreed that the Clerk will order the stone with the chosen lettering, to be delivered to the site only and a local person/s will be found to put it in position. **Clerk** The preferred site for the stone is the verge just beyond the crossroads at Postbox Corner. The Clerk will contact Highways. **Clerk**

**iii) Stone wall by Cleave Farm** -The Parish Council is not happy with the aesthetics of this wall; it is too clinical looking and does not resemble a Cornish Hedge, which would have been more in keeping with the surrounding countryside. It was agreed that the Clerk will write to Cornwall Council and express a feeling that it would have been appropriate to consult with the Parish and it would have been better to have something that was more in keeping with the locality. The letter will be copied to the AONB. **Clerk**

#### **Item 12. Footpaths**

There was nothing to report. The project has gone well and is now complete. It was said that a great job has been done by the Volunteers on the project. It was reported that Ramblers Groups have been seen following the St Dominica Heritage Trail.

#### **Item 13. Recreation Ground.**

As well as asking Mr Pote to replace the ½ round piece of timber on the ramp for the zip-wire, Cllr Potter suggested that he is also asked to put a coat of preservative on the timber play equipment. The Clerk will write to Mr Pote. **Clerk**

#### **Item 14. Future Parish Projects**

Cllr Potter suggested helping the Parish Hall by giving a grant to develop its disabled facilities. Cllr Wenmoth suggested a Parish Car Park near the school and football pitch. The Clerk is opening discussions with the National Trust about use of the allotments opposite. **Clerk** Discussion then followed about the parking problems in and around Baber Lane and Baber Court. There is real concern that emergency vehicles cannot get past the vehicles parking on the road and pavements. The Clerk will contact Highways and the Police to see what action can be taken. **Clerk** It was suggested that a letter is sent to all residents. Cllr Wilkins will compose a letter for consideration at the next Parish Council meeting when it will be an agenda item. **Cllr Wilkins/Clerk**

#### **Item 15. Reports of PC meetings for Parish Newsletter**

Cllr Wilkins asked the Members to think about this item for discussion at the next meeting.

#### **Item 16. Reports from other Groups**

- a) Cllr Totterdell said that the manufacturer of the boiler has been approached to see if the noise can be reduced and someone is coming next week to look.

#### **Item 17. Correspondence**

No correspondence received.

**Item 16. General Finance. a) Payments and Receipts for May.**

**Proposed by Cllr Totterdell, seconded by Cllr Potter, with all in favour.**

**RESOLVED to pay:**

- Cheque Number 001124 - Linda Coles, Clerk's salary and expenses for May
  - Cheque Number 001125 - £91.60 -The Post Office, HMRC PAYE for Clerk for May
  - Cheque Number 001126 - £109.20- Playsafety Ltd re ROSPA Report
  - Cheque Number 001126 – £11.27 -Cornwall Council re April Newsletter
  - Cheque Number 001127 - £200 – CL Finance, Internal audit Fee
  - Cheque Number 001128- £10.00 - St Dominic Methodist Hall Hire for meeting.
- b) Receipts:** Nothing to report
- c)** A bank statement for May has not yet been received and so the reconciliation will be available for the next meeting. The Clerk circulated a Cashflow Report showing the current Ledger position, for Members information.
- d)** To receive the Annual Report 2016/17, Section 2, Accounting Statement 2016/17. The Internal Auditor's report is complete and there are no concerns. It was **RESOLVED** to sign the Annual Accounting Statement 2016/17 as a true record, **proposed by Cllr Wilkins, seconded by Cllr Davis, 7 votes for with two abstentions from the newly co-opted members who have not been privy to the accounts for last year.** The Clerk will submit the Annual Return to Grant Thornton. **Clerk**
- e) Cllr Davis Proposed that mileage expenses are not paid to individual organisations, seconded by Cllr Potter, 8 votes for and 1 against.**
- f)** Cllr Wilkins produced a report showing a chart of income and expenditure for 2016/17 and circulated. Cllr Wilkins proposed that this Chart is printed by Cornwall Council, who print the Newsletter and that it is distributed to all the parishioners. It was **RESOLVED** to pay for the printing of the Chart, **proposed by Cllr Davis, seconded by Cllr Greene, with all in favour.**
- g)** It was agreed that the Clerk can look at how to access the bank statement on line, through Lloyds Bank, but a view on making online payments was deferred until a later date. **Clerk**
- h)** Purchase of a Display Cabinet. Item deferred to next meeting.
- i)** The Clerk circulated a report of the income and expenditure for the allotments in 2016/17. The Clerk has invoiced for this half of 2017/18.
- j)** The Clerk has made a start on invoicing the advertisers in the Parish Newsletter.

**Item 19. Any Other Business**

Cllr Stallard circulated a leaflet advertising 'Tea and Toast' at the Methodist Hall.

Cllr Stallard said that there are problems with off-roaders using Vogus Lane. Access to Vogus Lane was discussed, as was ownership. The Clerk will contact Highways about the danger to pedestrians using the lane and ask if restrictions can be put in place. **Clerk**

Cllr Brady said that Tesco Grants would be available around September/October.

The Clerk will contact Callington Town Council about the weedspraying for this season. **Clerk**

Cllr Greene reported that there are brambles on the pavement side of the Recreation Ground wall and they need cutting back. The Clerk will add this to the list of work for Mr Pote. **Clerk**

Cllr Greene reported that the Garden Safari will be taking place on Saturday 17<sup>th</sup> June and maps are on sale at the Post Office.

Cllr Wilkins handed a Certificate from the Bell Ringers to the Clerk to be kept in the Parish Records, commemorating the Service to mark the opening of the St Dominica Heritage Trail.

Cllr Davis had organised a gift for Keith Chapman, to which the Members contributed and arrangements will be made to present it to him.

**Item 20. Items for the Next Agenda**

- Newsletter, Facebook and Website

**Item 21. Date of Next Meeting.**

The next meeting of St Dominic Parish Council will be held on **Wednesday 5<sup>th</sup> July 2017 commencing at 7.30pm** in St Dominic Parish Hall, St Dominic.

There being no further business the Chairman closed the meeting at 9.55pm.

Signed.....Dated.....  
Chairman, St Dominic Parish Council

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