

## 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 6<sup>th</sup> February 2019, commencing at 7.00pm.**

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

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

There were 3 members of the public present.

Item No		Action By
1	<b>Apologies.</b> Not applicable.	
2	<b>Declarations of Interest</b> a) <b>Agenda Items.</b> None declared b) <b>Gifts.</b> None declared.	
3	<b>Consideration of Written Requests for Dispensation.</b> None received.	
4	<b>Public Participation</b> A member of the public spoke about Beehouse Woods which has recently been bought by Wildlife Woodlands Ltd as part of a small portfolio. He said that the post box will be removed from the Way Marker as soon as possible. It is hoped to resolve the access issues, with the permission of another party there is access through the gate but legal advice has been sought regarding the Bridleway and the company is going to the Land Registry to establish rights of access by vehicles. The long-term future of the site is to manage the woodland, establish market gardening and renovate the barn to create a dwelling. At present a farm tenancy agreement has been issued to a third party.	
5	<b>Response to Public Participation.</b> The intentions of Wildlife Woodlands Ltd were noted.	
6	<b>Planning</b> a) <b>To consider planning applications received before the agenda was finalised: PA18/10557, 10 Trehill Cross, St Dominick PL12 6SG.</b> Proposed single storey rear extension and garage and addition of Juliet balcony. It was agreed that the plans seem straightforward. Following discussion, it was <b>RESOLVED</b> to support the application, <b>proposed by Cllr Wenmoth, seconded by Cllr Potter, with all in favour.</b> b) <b>To report planning applications received after the agenda was published.</b> None c) <b>To report planning decisions from Cornwall Council.</b> The Clerk reported that pre-application advice for a two-bed cottage as residential annexe to the existing property at Kelly Park, St Dominick, PL12 6SQ, had been given by Cornwall Council and the case closed. d) <b>Other Planning Matters.</b> The Clerk advised the members that are attending the Planning Conference that it is to be held on Thursday 28 <sup>th</sup> February, 4.30pm, in Liskeard Public Hall.	
7	<b>Minutes of the meeting held on 5<sup>th</sup> December 2018.</b> It was <b>RESOLVED</b> that the Chairman should sign the Minutes of the above meeting as being a true copy of the proceedings. <b>Proposed by Cllr Davis, seconded by Cllr Brady with all in favour.</b>	

<p><b>8</b></p>	<p><b>Matters arising from the above Minutes and Action Tracker</b>  <u>Minutes of 5<sup>th</sup> December Meeting:</u>  It was reported that the planning application for the Land at The Meadows is still undecided.  The Clerk reported that the template and photos of the swing seats have been sent to Outdoor Play but there has been no response to date. The Clerk will pursue other companies.  The paint for the Telephone Kiosk has been collected by the contractor.  Cllr Wilkins will fix the cap to the post in the Recreation Ground; he will liaise with Cllr Fry re the repair.  The Clerk reported that John Pote is willing to cut the grass at the layby and she will meet with him next time he is cutting the Recreation Ground.  Cllr Potter will give the Clerk the telephone number of someone to contact regarding the repair to the wall at the lay-by and installing steps.  The Vogus Lane sign has still to be fitted in the right location, as discussed with Highways. The Clerk will make contact.  It was reported that the bus shelter has been undercoated.  <u>Action Tracker</u>  The Clerk has forwarded the photos of the location for the missing signs at Halton Quay and will chase Highways again.  The wall at Lovells Park has been repaired and the Clerk is to send a letter of thanks to the Volunteer. The manhole cover in the play area needs replacing with a screw down version. Cllr Potter will deal with this matter.  The soft play area surface needs monitoring because it is starting to break up.  The Clerk has been promised the quote for the replacement glass for the Telephone Kiosk in the next couple of days and will report at the next meeting.</p>	<p>Clerk</p> <p>GW/DF</p> <p>Clerk</p> <p>DP/Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>DP</p> <p>Clerk</p>
<p><b>9</b></p>	<p><b>Community Governance Review</b>  It was <b>RESOLVED</b> that at this time a Community Governance Review is not required for St Dominic. <b>Proposed by Cllr Totterdell, seconded by Cllr Wenmoth, with all in favour.</b> The Clerk will report to Cornwall Council.</p>	<p>Clerk</p>
<p><b>10</b></p>	<p><b>Standing Orders</b>  The Clerk circulated the NALC amendments to Standing Orders, a typed revised version of Standing Orders and was asked to send digital copies of the existing and the amended to the Chairman for comparison. Cllr Wilkins will then circulate to the Members.</p>	<p>Clerk</p> <p>GW</p>
<p><b>11</b></p>	<p><b>Highway Matters</b></p> <ul style="list-style-type: none"> <li>i. The Clerk reported a road closure at Burraton, for BT Utility Services, Road from St Dominick to Junction South West of Tremoan, St Dominick, from the 20<sup>th</sup> to the 22<sup>nd</sup> February (09.30 to 16.30 hrs)</li> <li>ii. Cllr Potter reported that the salt in the Grit Bin on School Hill needs replacing. Cllr Potter suggested using the salt from the broken bin behind the Post Office and then a new bin and salt can be ordered in the Spring for the location behind the shop.</li> <li>iii. The Clerk reported that Highways has inspected the road surface at the bottom of Baber Lane and has found no significant issue. No action is to be taken.</li> </ul>	
<p><b>12</b></p>	<p><b>Recreation Ground and Bus Shelter</b>  The concrete around the picnic tables is covered in moss and is very slippery.</p>	

	It was decided to have a Spring Clean event at the Recreation Ground on Saturday 23 <sup>rd</sup> March, 10.00am. It was <b>RESOLVED</b> that Cllr Greene will purchase some Wet 'n'Forget, <b>proposed by Cllr Greene, seconded by Cllr Brady with all in favour.</b>	<b>DG</b>
<b>13</b>	<p><b>Reports</b></p> <p><b>a) Parish Hall Management Committee</b> The Hall Committee met last week. The committee has recruited several new members and there is possibly another one. The Polperro Fishermen's Choir event raised £527. The Big Breakfast event raised £433. The new cupboard has been installed. St Piran's Night will be held on March 5<sup>th</sup> £16.50 per ticket to include a meal and entertainment. The next committee meeting will be held on February 27<sup>th</sup>. Cllr Wenmoth extended thanks to Ivan for dismantling the old cupboard.</p> <p><b>b) Community Network Area</b> The Clerk reported that the Community Link Officer is now Helen Fincham. The new Support Officer is Tracy Tully.</p>	
<b>14</b>	<p><b>Correspondence</b></p> <p>a) Email re dog fouling and faulty gate at Recreation Ground. The new dog signs will be put up by Cllr Walker who said that some of the fouling is from badgers. Cllr Greene will compose a note for the next Newsletter to remind dog owners that dogs are not allowed in the Recreation Ground. The problem with the gate is that the wall is collapsing and pushing stones out which prevent it from closing completely. Cllr Walker will look at the problem. The Clerk will reply to the correspondent.</p> <p>b) Letter from the PCC re Police Budgets. <b>Noted</b></p> <p>c) Cornwall Rural Housing Association re Volunteer Board Members. <b>Noted</b></p> <p>d) Invitation to Climate Change and Neighbourhood Planning Conference 9<sup>th</sup> March 2019. <b>Noted</b></p> <p>e) Cornwall Air Ambulance Grant enquiry. <b>Noted</b></p> <p>f) CALC Conference 16<sup>th</sup> February 2019. Cllr Brady said that she would like to attend and the Clerk will book her a place.</p> <p>g) The Clerk reported that a review of polling stations and voting arrangements will begin on 4<sup>th</sup> March. <b>Noted</b></p>	<p><b>GW</b> <b>DG</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>15</b>	<p><b>Finance</b></p> <p><b>a) Payments and cheques to be signed for December and January. It was RESOLVED to sign the cheques and make the following payments, proposed by Cllr Potter, seconded by Cllr Wilkins with all in favour:</b></p> <ul style="list-style-type: none"> <li>• Chq 001269- L Coles, Clerk, December salary, office cost and expenses</li> <li>• Chq 001270- HMRC Direct, Clerk's January, month 10 PAYE</li> <li>• Chq 001271- L Coles, Clerk, January Salary, office costs and expenses</li> <li>• Chq 001272- Cornwall Council, printing of Newsletter and Diary - £21.69</li> <li>• Chq 001273 – St Dominic Parish Hall, invoice 497, hire of hall - £15.50</li> <li>• Chq 001274 – CS Storage (L Coles) purchase of Janitor's cupboard - £330.76</li> </ul> <p><b>b) Receipts:</b> Allotment holder, £85.32 and Newsletter Advertiser, £12.00</p> <p><b>c) Bank Reconciliations</b> for December and January. It was RESOLVED to sign the bank reconciliations as being correct, <b>proposed by Cllr Brady, seconded by Cllr Totterdell with all in favour.</b></p> <p><b>d) Direct debit for the annual fee to the Information Commissioners Office. It was RESOLVED to pay the ICO fee by direct debit, proposed by Cllr Davis, seconded by Cllr Wenmoth, nine votes for and one abstention.</b> The Clerk will submit the form.</p>	<b>Clerk</b>

	<p>e) <b>Grant for the Parish Hall.</b> It was <b>RESOLVED</b> to pay a grant of £725 to the Parish Hall, <b>proposed by Cllr Davis, seconded by Cllr Walker, eight votes for and two abstentions.</b> The cheque will be raised for payment at the March meeting.</p> <p>It was <b>RESOLVED</b> to gift the recently purchased Janitorial Cupboard to the Parish Hall, <b>proposed by Cllr Davis, seconded by Cllr Walker, eight votes for and two abstentions.</b> The Clerk will inform the Parish Hall Committee.</p>	<p>Clerk</p> <p>Clerk</p>
16	<p><b>Any Other Business</b></p> <p>Cllr Brady and Cllr Fry both attended the recent Code of Conduct training. The Clerk will look at setting up a Parish Council email address for all Members and will contact WesternWeb for information and help on doing this.</p> <p>The Clerk was asked to speak to CALC about the email addresses.</p> <p>Cllr Wilkins asked what arrangements the Parish Council would have to make in the event of the Clerk being on long-term sick leave. The Clerk informed the Members that the Parish Council is obligated to secure the services of a Locum Clerk.</p> <p>The Annual Parish meeting was discussed and this will be an Agenda item for the next meeting.</p> <p>Cllr Wenmoth asked about progress on the baby swings. The Clerk replied that funding has not been approved yet.</p> <p>It was reported that CORMAC has done a sterling job of clearing the drains etc. and the Clerk will send a letter of thanks.</p> <p>Cllr Fry said that The Who'd Have Thought It Inn is holding a monthly film show on the first Monday of every month, cost £5</p> <p>Cllr Behennah reported that the Cornwall Council Air Ambulance attended the village but there was a problem with the defibrillator not being released from its box on the pub's wall. Cllr Potter will investigate this.</p> <p>The Clerk reported that the Local Maintenance Partnership, Cornwall Council has offered the Parish Council a contract for cutting the footpaths, £210 per annum. Cllr Wilkins took the information to have a look at. It was agreed that the Parish Council will not take up the offer and the Clerk will reply to this effect.</p> <p>The Clerk reported that the National Trust will be carrying out a Habitat Survey at Fursdon Farm.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>DP</p> <p>Clerk</p>
17	<p><b>Items for the next agenda</b></p> <ul style="list-style-type: none"> <li>• Annual Parish Meeting</li> <li>• New Grit Bin</li> <li>• Telephone Kiosk</li> <li>• Standing Orders</li> <li>• Email addresses for Councillors</li> <li>• Footpaths</li> </ul>	<p>Clerk</p>
18	<p><b>Date and time of next meeting</b></p> <p>The date of the next Parish Council meeting is Wednesday 5<sup>th</sup> March 2019 at 7.30pm</p>	

There being no further business to transact the Chairman closed the meeting at 9.10pm

Signed.....Chairman

Dated.....

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