

## 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 3<sup>rd</sup> July 2019 commencing at 7.00pm.**

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

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

There were 5 members of the public present.

Item No		Action By
1	Cllr Brady opened the meeting by saying that the Council had to be mindful of the possibility of using Reserves to employ a Locum Clerk should it be necessary due to health issues faced by the present Clerk.	
2	<p><b>Apologies.</b> Not applicable.</p> <p><b>Declarations of Interest</b></p> <p>a) <b>Agenda Items.</b> Cllrs Wilkins, Greene and Fry declared an interest in Items 15 b) and 17 d) being members of the Steering Committee for the Community Shop. They have submitted written requests for a dispensation.</p> <p>b) <b>Gifts.</b> None declared.</p>	
3	<p><b>Consideration of Written Requests for Dispensation.</b></p> <p>Cllr Wilkins, Cllr Greene and Cllr Fry submitted written requests for a dispensation to be able to speak and vote on matters concerning the Community Shop. They had all asked for the dispensation to be valid for 4 years. The three Councillors left the meeting whilst this was discussed by the remaining Members. After careful consideration of the Code of Conduct and Standing Orders, and on received advice from Cornwall Council and CALC, it was <b>RESOLVED</b> not to support the application for Cllr Wilkins, Cllr Greene and Cllr Fry to have a dispensation to stay in the room whilst the Community Shop is discussed at meetings. <b>Proposed By Cllr Wenmoth, seconded by Cllr Potter, with all in favour.</b> It was <b>RESOLVED</b> not to allow Cllr Wilkins, Cllr Greene and Cllr Fry a dispensation to vote on matters relating to the Community Shop. <b>Proposed by Cllr Totterdell, seconded by Cllr Walker with all in favour.</b></p> <p>Cllr Wilkins, Cllr Greene and Cllr Fry were asked to re-join the meeting and were advised that their requests for dispensation in matters relating to the Community Shop had been refused.</p>	
4	<p><b>Unitary Councillor's Report.</b></p> <p>Cllr Flashman not present at the meeting.</p>	
5	<p><b>Public Participation</b></p> <p>The Chair of the Community Shop Committee said that she was passionate about the community not losing its shop. A site for the Community Shop has been identified in the car park of the Parish Hall and a couple of containers have been found for sale. The Committee is currently looking at some grant funding and would also like to ask the Parish Council for funding. Cllr Potter asked about the percentage of responses received supporting the idea of a shop. Cllr Brady asked whether the people who had pledged money were identifiable when it comes to calling in the funds. The Committee is meeting tomorrow and will be looking at converting the pledges into cash. They will be speaking to</p>	

	the Parish Hall Committee about the siting of the container in the car park at its meeting on the 1 <sup>st</sup> August.	
<b>6</b>	<b>Response to Public Participation.</b> Not applicable	
<b>7</b>	<p><b>Planning</b></p> <p><b>a) Planning Applications received before the agenda was finalised: PA19/02513</b>, Willina Cottage, St Dominick, Saltash. Listed Building Consent for the replacement of rotten windows at the front and side of the house with new purpose made windows. It was agreed that the style of the new windows was in keeping with the character of the cottage. It was <b>RESOLVED</b> to support this application, <b>proposed by Cllr Totterdell, seconded by Cllr Behennah with all in favour.</b></p> <p><b>PA19/01416/PREAPP</b>, The Wagon Shed, Chapel Farm, Halton Quay, St Dominick PL12 6SL. Preapplication advice for the conversion of a greenhouse to a dwelling. This application is for notification only. <b>Noted.</b></p> <p><b>PA19/04792</b>, Coombe Park Barn, St Dominic, Saltash PL12 6TB. Proposed creation of ancillary accommodation within loft space of garage. Cllr Brady read out a letter from a neighbour which detailed the concerns over vehicular use of a narrow track. The Applicant pointed out that the track was formerly a farm track used by farm vehicles which have now been diverted through another route to avert its overuse. Cllr Potter said that the garage lends itself to becoming a separate dwelling in the future. Cllr Wilkins said that the Case Officer has indicated that the property should only be used as ancillary accommodation and not become a separate dwelling. It was <b>RESOLVED</b> to support the application only as ancillary accommodation with the garages to remain as garages and to ask for this to be made a condition. <b>Cllr Wenmoth proposed, Cllr Fry seconded, five votes for, three votes against, one abstention.</b></p> <p><b>PA19/04235</b>, 3 The Meadows, St Dominick, Saltash, PL12 6TS. Certificate of Lawfulness for proposed conversion of garage to hobby room. <b>Noted.</b></p> <p><b>b) Planning Applications received after the agenda was published:</b> None received.</p> <p><b>c) Planning Decisions received from Cornwall Council: PA19/04735</b>, Haye Farm, St Dominick PL12 6SJ. Construction of track from the Haye Farm farmyard through the current gateway and below the house to pastures to meet the lane through an existing gateway. <b>Prior approval not required.</b></p> <p>The Clerk had circulated the Minutes of the East Sub Area Planning Committee Meeting 24<sup>th</sup> June 2019, at which The Meadows development outline planning application had been given approval. Cllr Wilkins has emailed Planning to say that the Minutes do not reflect that Policy 9 is to be a condition of the approval. He has asked that the Minutes are changed to reflect this and that it is made a condition of the Decision Notice.</p> <p><b>d) Other Planning Matters.</b></p> <p>A Public Meeting is to be held tomorrow, 4<sup>th</sup> July at 6pm for the Mr and Mrs Hunn to present their proposals to build five residential properties at Sunningdale Nurseries, St Dominick.</p> <p>There was a general discussion about contacting neighbours of properties where development is proposed and for which planning applications are received, to ascertain their views. It was agreed that, in principle this could be beneficial.</p>	
<b>8</b>	<p><b>The General Power of Competence</b></p> <p>The Clerk outlined the principles of adopting the General Power of Competence, the criteria for the Council to do so, two thirds elected Members and a CiLCA qualified Clerk, and the potential benefits. Following discussion, it was <b>RESOLVED</b> that St Dominic Parish</p>	

	Council would adopt the General Power of Competence. <b>Proposed by Cllr Totterdell, seconded by Cllr Walker with all in favour.</b>	
9	<b>Minutes of the Meeting held on Wednesday 5<sup>th</sup> June 2019</b> It was <b>RESOLVED</b> that the above Minutes be signed as a true record of that meeting, <b>proposed by Cllr Fry, seconded by Cllr Potter with all in favour who had been at the meeting.</b>	
10	<b>Matters Arising from the above Minutes and Action Tracker</b> Cllr Flashman has not reported back regarding Lower Baber and Vogus Lane SWW has repaired and replaced the manhole cover at Lovells Park. A quote had been received from SW Surfacing for the play area by the school, £7500. Cllr Brady has contacted them to find out the life expectancy of the surface in its present condition. Estimated 6-12 months and the current surface is not repairable. It was suggested that it is photographed monthly to monitor deterioration. The Clerk will look at the ROSPA Report for 2019 to see if this has been highlighted as a problem. The repair to the play tractor is ongoing. The Casual Vacancy is advertised in this month's Newsletter but the Clerk has had no response to date. The Tesco funding has now closed and it is felt that the Parish Council bid was second and will receive £2000. It was <b>RESOLVED</b> that when the funding is received the Clerk can purchase the Toddler Swings from Sovereign Play, <b>proposed by Cllr Wenmoth, seconded by Cllr Greene with all in favour.</b> The location for the swings will be decided at this time. Cllr Flashman has contacted the Clerk to say that the CNA voted against providing funding for the Cast Iron Signpost at Ashton. He was proposing to visit the site and look for the missing arms in the stream and then effect a repair. The Clerk asked that he contacts the Parish Council before any repair is carried out. Cllr Fry said that he will go and look for the arms. Meanwhile, the Clerk will contact Paul Allen and ask for names of alternative companies that might be able to repair or replace the post like for like at a more competitive quote than the one already received.	Clerk  Clerk  Clerk
11	<b>Telephone Kiosk</b> The Clerk reported that she has had confirmation that Cllr Flashman has approved the Council's bid for £1000 from the Community Chest Fund for the defibrillator. It was <b>RESOLVED</b> that once this funding is received, the Clerk shall purchase the defibrillator at a cost of £1249 + VAT and instruct Duchy Defibrillators to install it in the Telephone Kiosk. <b>Proposed by Cllr Wenmoth, seconded by Cllr Potter with all in favour.</b>	Clerk
12	<b>Footpaths</b> Cllr Walker has strimmed the stile and will tackle the brambles on the footpath by Dillets.	GWkr
13	<b>Highway Matters</b> The Clerk will chase Pentillie regarding the debris at Halton Quay.	Clerk
14	<b>Recreation Ground and Bus Shelter</b> Cllr Walker handed a report to the Clerk for June's inspection. Cllr Totterdell has strimmed around the bus shelter. It was reported that the wall on the roadside is full of brambles. Cllr Potter will deal with this. Cllr Potter and Cllr Wilkins will cover the inspection in September	DP
15	<b>Reports from other Community Groups</b> <b>a) Parish Hall Management Committee</b> The Committee has agreed in principle for the container for the Community Shop to be put in the car park but this will require a legal agreement and planning permission. Recent expenditure has included £296.90 for a Music Hall Licence and £166 for Trustee	

	<p>Indemnity Insurance. There was a discussion about trustees for the hall. Cllr Wilkins confirmed that the Parish Council is a Custodian Trustee only.</p> <p><b>b) Community Shop</b> The Clerk had circulated a report from the Shop Committee with the papers for the meeting. Cllr Brady asked if the Members had any questions. Cllr Totterdell asked what costs the Steering Group is asking the Parish Council for. Cllr Wilkins said that, to start with, it would be the cost of the Container and the £750 for membership of the Plunkett Foundation. The Committee has applied to the Howton Solar Fund for money but if this is granted it may be defrayed until the Container is in situ so it would like £3500 + VAT to be loaned by the Parish Council, which it would hope could be turned into a grant later down the line. Cllr Wilkins discussed the possibility of money coming through a Public Works Loan. The pledges cannot be called in until the Community Benefit Society is set up. Cllr Wilkins also said that it would be good if the Parish Council could pick up any shortfall in funding.</p>	
16	<p><b>Correspondence</b></p> <p>a) Letter from Rural Housing Enabler for Cornwall Council. <b>Noted</b> b) Launch of the Draft NDP for Saltash, Consultation. <b>Noted</b> c) Integrated Community Services for NHS Kernow (Minutes). <b>Noted</b> d) Polling Districts and Polling Places Review. No change for St Dominic. <b>Noted</b></p>	
17	<p><b>Finance</b></p> <p><b>a) Payments.</b> It was <b>RESOLVED</b> to make the payments for June and the Clerk's Salary and PAYE for July to prevent penalties from HMRC, <b>proposed by Cllr Walker, seconded by Cllr Fry with all in favour:</b></p> <ul style="list-style-type: none"> <li>• Chq 001309 – L Coles, Clerk, June salary, office and expenses</li> <li>• Chq 001310 – HMRC, Clerk's June PAYE</li> <li>• Chq 001311 – St Dominic Parish Hall, hire of hall for meetings - £31.00</li> <li>• Chq 001312 – Cornwall Council, printing of Newsletter and Diary - £21.69</li> <li>• Chq 001313 – VJ Pote, grass cutting at Recreation Ground - £240.00</li> <li>• Chq 001314 – Graham Wilkins, repairs to play equipment - £72.90</li> <li>• Chq 001315 – St Dominick Methodist Church, Hire of Schoolroom May - £10.00</li> <li>• Chq 001316 – L Coles, Clerk, July salary and office (no meeting in August)</li> <li>• Chq 001317 – HMRC, Clerk's July PAYE (no meeting in August)</li> </ul> <p><b>b) Receipts.</b> £24.00 has been received for advertising in the Trade Directory of the Newsletter.</p> <p><b>c) Bank Reconciliations.</b> It was <b>RESOLVED</b> to sign the bank reconciliations as correct for June, <b>proposed by Cllr Totterdell, seconded by Cllr Walker with all in favour.</b></p> <p><b>d) Grant money/loan for Community Shop (under GPC).</b> Cllr Wilkins and Cllr Fry left the room, Cllr Greene left the meeting. The Clerk as Responsible Financial Officer for the Council detailed the Reserves that the Council has. She said that any money taken from Reserves for this venture would have to be added to the Precept for 2020/21 because this is unbudgeted for expenditure in this year and the Council's Reserves cannot sustain the amounts being asked for. The Clerk/RFO also pointed out that this Council refused an increase of £600 to the Precept for 2019/20 against a carefully balanced budget and to potentially now consider almost a 50% increase for 2020/21 would appear to be in conflict with the Council's stance on setting the Precept. A Public Works Loan would be a commitment from the Parish Council to repay, over a long term, money through the Precept. If the venture failed the Parish Council and the public purse would still have to honour this commitment. There are huge penalties for repaying a PWL early. The Clerk/RFO said that taking regard of all of the above and</p>	-

	<p>without evidence of a Business Plan, a properly balanced budget and a succession plan her advice to the Council would be that they cannot make an informed decision on the way forward at this time. There was some discussion about the Container being purchased by the Parish Council and remaining an asset to the Council which could be sold if the shop failed. It was reported that the Parish Hall Committee will not grant permission for the Community Shop to use the Parish Hall toilets, or any of the utilities. Electricity, water and toilets will need to be provided to make the shop viable. The Chair of the Community Shop Committee asked if it would be able to apply through the Parish Council's Grant Policy for the purchase of freezers, fridges etc. at a later stage. The Clerk/RFO pointed out that the Council had £1800 earmarked for grants for this year. It was <b>RESOLVED</b> to defer any decision to a meeting in August, when the appropriate documents have been made available for the Members to look at and consider, and specific details of any requests are made clear. <b>Proposed by Cllr Potter, seconded by Cllr Walker with all in favour.</b></p> <p>Cllr Wilkins and Cllr Fry returned to the meeting.</p>	
<b>18</b>	<p><b>Any Other Business</b></p> <p>The Clerk reported that The National Trust is querying the activity at Fursdon Farm allotments. It would appear that some of the work carried out there is not 'in the spirit' of the Lease. There was to have been a meeting on the 4<sup>th</sup> July with the Clerk and Stephen Morgan, National Trust, but this has been cancelled. The Clerk will wait for a new date to be set and will then call upon the Members for them to attend also.</p> <p>It was reported that Cllr Walker has addressed the concerns raised about the School. The falling numbers is a national problem.</p>	<b>Clerk</b>
<b>19</b>	<p><b>Items for future Agendas.</b></p> <p>No additional items brought forward.</p>	
<b>20</b>	<p><b>Date of next meeting.</b></p> <p>The next meeting of the Parish Council will be on Wednesday 4<sup>th</sup> September 2019</p>	

There being no further business the Chair closed the meeting at 9.45 pm

Signed.....Chairman

Dated.....

Copies of all Minutes of Parish Council Meetings can be viewed and downloaded from the website:  
[www.stdominicpc.org.uk](http://www.stdominicpc.org.uk)