

ST DOMINIC PARISH COUNCIL

Minutes of the Parish Council Meeting of St Dominic Parish Council held over Zoom, on Wednesday 4th November at 7.00pm

Present: Councillors: S Brady (Chair), G Wilkins (Vice Chair), J Wenmoth, D Potter, D Fry, S Shannon and K Heslop.

In Attendance: Parish Clerk. J Candy

There were 2 members of the public present.

Item No		Action By
1	Apologies. Apologies were received and accepted from Cllr S Mayson	
2	Declarations of Interest a) Agenda Items. None declared. b) Gifts. None declared.	
3	Consideration of written requests for dispensation. None received.	
4	Introduction by new Clerk Jim Candy spoke about his background and experience. He asked Councillors to be patient with him, as he was new to hosting Zoom meetings, and taking minutes at speed.	
5	Co-option of new Councillors. Having been co-opted to fill the casual vacancy following interview at a previous meeting, Sue Shannon signed a Declaration of Acceptance of Office witnessed over Zoom by all present Nobody had offered themselves for Co-option to fill the other vacant seat.	
6	Public Participation and Council's Response. The members of the public present declined an invitation to speak	
7	Planning a) Planning applications received before the agenda was finalised: PA20/01332 Reserved matters for The Meadows Deferral to an Extraordinary Meeting over Zoom on 10th November 2020 was proposed by Cllr Brady, seconded by Cllr Potter with all in favour. b) Planning applications received after the agenda was published: None received. c) Planning decisions received from Cornwall Council: None. d) Other Planning Matters. That the clerk be asked to investigate if the current development near Ashton has planning permission Proposed Cllr Potter seconded Cllr Fry and passed 6 for 1 against.	Clerk
8	The Minutes of the Parish Council Meeting held on Wednesday 7th October 2020. The following amendments to the minutes were made Under Public Participation That after the phrase "it is law" the words "Cllr Wilkins responded that the Parish Council could have taken a view under s85(1) that the Clerk's email regarding the need for attendance at the 25 June meeting effectively reset the clock. In addition, we had on 5 February 2020 granted Cllr Walker an extension more than 7 months after the previous meeting he attended."	

	<p>This was proposed by Cllr Wilkins, seconded Cllr Fry, put to the vote and passed, with 2 voting For, None Against and 5 Abstentions</p> <p>Under Footpaths Change “one still remaining in Cllr Wilkins barn” to “one still remaining on Cllr Wilkins property”, agreed by the meeting</p> <p>Under Any Other Business Change “COVID policy to be withdrawn” to “COVID policy to be amended” agreed by the meeting</p> <p>Under Closed Session Delete “after finally declaring an interest” ...it was RESOLVED that the draft Minutes, as amended, were a true record of the meeting, proposed by Cllr Wilkins, seconded by Cllr Fry with all in favour who had attended that meeting.</p>	
9	<p>Matters arising from the above Minutes. The Chair reported that she had taken advice re the dispensations which had been given to Cllr Walker in February 2020. As he had not attended a Parish Council meeting for the preceding 6 months, his term of office had ceased on 1st January 2020, (Local Government Act 1972, Sec 85)and the February dispensation was unlawful, as it was given after his term of office had ceased. The subsequent dispensation given in October 2020 was not valid. The Vacancy needs to be reported to Cornwall Council, and G Walker informed</p>	Clerk
10	<p>Remembrance Sunday Arrangements. The Chair reported that, due to COVID Lockdown, individual organizations will be laying wreaths at allocated times. She will lay the wreath on behalf of the Parish Council. This would be filmed and broadcast by the Church.</p>	
11	<p>Footpaths The Bridle Way marker post on Bridleway 4 at eastern end is missing. Cllr Wilkins will replace. The stile on the footpath at the north end of footpath 5 at the top of the stone steps that drop down to the road is unstable, needing attention, to be reported again. The gate supplied by the Heritage Trail Project which remains on Cllr Wilkin’s property is to be made available for use on the footpaths</p>	GW Clerk
12	<p>Highways Cast iron sign which is on Cllr Wilkins property is to be inspected by Paul Allen of Cormac.</p>	Clerk
13	<p>Recreation Ground and Bus Shelter Cllr Brady inspected the play equipment in October and was continuing during November due to Cllr Mayson’s illness. The Contractor had tightened the Zip wire. It has been reported that the play tractor is showing some screws etc. standing proud and this needs attention. Cllr Potter said that a section of rubber mat is missing from the ground in the middle of the Toddler Swings. Cllr Fry will take a look. The Clerk will enquire about the cost of replacing this mat. The Defibrillator logos have still not been put on the Telephone Kiosk. Clerk to chase The door needs attention. The completed Safety Check sheets will be filed by the clerk The December checks will be carried out by Cllr Brady and Cllr Wenmoth.</p>	SB DP Clerk Clerk DF Clerk SB/JW

14	<p>COVID Policy</p> <p>The draft Covid policy, which had been circulated, was approved for adoption, with a minor amendment, proposed Cllr Wilkins, seconded Cllr Heslop, all in favour.</p> <p>It was Agreed by All that future Policies, and Revisions, must come before the Council for adoption.</p> <p>Cllr Wilkins proposed that the original Covid Policy, which had been agreed in March, was reinstated on the website. The motion failed, as it was not seconded</p>	Clerk
15	<p>Reports from other community groups.</p> <p>a) Parish Hall Management Committee. Cllr Wenmoth stated that the refurbishment of the toilets was progressing. The re-siting of the notice board was in hand.</p> <p>b) Community Shop. Work is progressing rapidly, including new floor covering, vermin guards, fire retardant plaster board, plumbing and work surfaces. The refrigeration equipment for which the PC had given a grant had been installed. An extractor fan which enabled 3 air changes per hour was being installed, to minimise the risk of Covid. The aim was to open in late November or early December, with a maximum of 2 staff and 2 customers allowed in at any time.</p>	
16	<p>Parish Council Representative for Village Hall Committee</p> <p>No Volunteer, so deferred to next meeting</p>	Clerk
17	<p>Correspondence</p> <p>a. Email re St Dominic and St Mellion schools joining St Barnabas Multi Academy Trust. Circulated and Noted</p> <p>b. Deeds to Parish Hall; The Chair reported that the deeds had been retrieved from the archive and hand delivered to Coodes, Solicitors, Launceston. Noted</p> <p>c. An email asking to be put on the Parish Council list for tendering for any future grass cutting contracts.</p> <p>d. Letter received over email by Chair from Ms Diana Greene. The Chair gave a resume of the contents of the letter, in particular the fact that Ms Greene had decided not to offer herself for co-option, after losing her seat due to the Six Month Rule. The Chair did not intend to read out the letter in full, after having taken advice from CALC, as it contained subjective comments which, if read out in a Council meeting, may render the Council liable to action for slander or libel. The Chair stated that she was sorry that Ms Greene had not offered herself for co-option, as she had been a great asset to the Council, not least for her strengths as a public speaker.</p>	Clerk
18	<p>Finance</p> <p>a) Payments. It was RESOLVED, proposed by Cllr Brady, seconded by Cllr Fry with all in favour, to sign the cheques and make the following payments for October:</p> <ul style="list-style-type: none"> • Chq 001408 – L Coles, Clerk October salary, expenses and office. • Chq 001409– HMRC, Clerk’s September PAYE • Chq 001410- Cornwall ALC Inv 2021-288 £24 • Chq 001411 -Cornwall ALC Inv 2021-256 £72 • Chq 001412 – St Dominic PCC Grant £400 • Chq 001413- st Dominic Parish Hall £32 • Chq 001414- S M Pote, grass cutting £265 • Chq 0014- S Brady Reimbursement maintenance materials £23.20 • <p>b) Receipts. Noted</p> <p>Allotment Rents – Inv 007/20 Emma’s Florist £85.32</p>	Clerk

	<p style="text-align: center;">Inv 005/20 Searle £149.46</p> <p>c) Bank Reconciliations. It was noted that these would be produced for the December meeting, after the Clerk had received budget training</p> <p>d) Precept to be deferred to the December meeting, after the Clerk had received budget training. Note provision may need to be made to purchase a printer and laptop.</p> <p>e) Internet Banking. Linda Coles had nearly completed setting up the 2 Bank Accounts with Unity Trust. Cllrs Brady, Potter and Wenmoth are designated signatories. Two cheques will need to be made out for £500 each, to St Dominic Parish Council, to be deposited in the new Unity Trust accounts in order to activate the new accounts. This action was Proposed by Cllr Brady, seconded by Cllr Wenmoth, all in favour</p>	Clerk
19	<p>Items for next agenda</p> <p>a. Cllr Brady stated that an Extraordinary Meeting will need to be arranged to discuss the terms of the lease for the shop as Trustees. It would need to be in closed session due to possible financial implications. To be arranged for Tuesday 10th November, following the Planning Meeting.</p> <p>b. To discuss possible management of the bank on the layby opposite the shop, and repairs to the damaged stonework.</p> <p>c. To note that the last grass cut of the year had been carried out, and the murmurations of starlings taking place at dusk at Halton Quay</p>	Clerk Clerk
20	<p>Date of Next Meeting</p> <p>The next meeting of St Dominic Parish Council will be held on Wednesday 2nd December at 7.00pm.</p>	

There being no further business the Chair closed the meeting at 9.31pm

Signed.....Chairman Dated.....

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www.stdominicpc.org.uk