

Minutes | 10 March 2020

Date: Tuesday 10 March 2020
Time: 7.30pm
Location: St Keyne Village Hall, St Keyne PL14 4RF
Present: Cllrs Sally Lewis (Chairman), Min Toms, Charles Boney, Kevin Shovelton, Richard Dorling, Jane Page.
Also in Attendance: John Hesketh (Parish Clerk).
Members of the public: 2 (Dobwalls & Trewidland Parish Councillors Mhairi Mackie and Hugh Francis)
The public meeting started at 19.30 and finished at 21.10

28/2020 Chair's Welcome & Housekeeping

Chair welcomed Cllrs Mackie and Francis from Dobwalls & Trewidland Parish Council, attending to take part in the discussion on warding in the enlarged parish (Item 38A below)

29/2020 Public Participation / Cornwall Council report, if available.

There were no representations during this part of the meeting.

30/2020 Apologies

None received.

31/2020 Declarations of interest

No declarations of interest made or dispensations requested.

32/2020 Minutes of the public meeting

It was RESOLVED to approve the minutes of the meeting held on 11 February 2020. Proposed Cllr Page. Seconded Cllr Frances Lewis. All agreed.

33/2020 Matters arising from the minutes

10/2020 Dog signage

Previously passed to the Chair. Cllr Shovelton will arrange installation. (Clerk)

25/2020 Email boxes

All councillors have now created council-only email boxes.

ACTION Clerk to circulate updated contact list and publish email addresses on website.

Cllr Dorling asked about the payment of invoices to Cornwall Council made in error for printing of the parish magazine. Chair reported that the Clerk has written to Truro requesting a credit note.

The scheduled attendance by the Chair of the St Keyne Village Hall has been postponed to April.

34/2020 Correspondence

A Email from Cruse Bereavement Trust asking for donation

It was RESOLVED to approve a donation of £50 to Cruse. Proposed Cllr Toms. Seconded Cllr Frances Lewis. All agreed.

ACTION Clerk to arrange payment.

B Email from Cornwall Air Ambulance asking for donation
Postponed until April.

C Email from Cornwall Council confirming Community Chest Awards

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The Chair thanked Cllr Seeva for supporting two applications to provide new seating for the Lawn Cemetery and planters for road entrances into the village.

D Chair has received a letter from a resident with concerns about the lack of a safe space whilst waiting for buses to Looe. In the immediate short term, the parish council has already posted a notice inside the bus shelter opposite directing people waiting to the opposite side of the road. Council has also received a proposal from Cornwall Council to place road markings to indicate where the bus will stop.
ACTION Clerk to follow up proposal.

E In response to a question in February about insurance cover at Longlands recreation ground, the Chair explained that after March 2021 when the council has vacated the area, the current hard-standing used for parking will be insured by the land-owner. They have agreed to make the parking space available for people using the church.

35/2020 Planning Matters

- A To agree the parish council's response to Cornwall Council consultations on new planning applications. None Received.
 B Planning application received after agenda published. None received.
 C Planning applications approved by Cornwall Council. None approved.
 D Planning applications refused by Cornwall Council. None refused.

36/2020 Finance

It was RESOLVED to agree authorisation of payment of the following accounts. Proposed Cllr Toms. Seconded Cllr Dorling. All agreed. Cllr Page will give online authorisation.

- A Direct Bank Payment & Receipts.

Date	Payee	Description	Pay	£
12/02/2020	Plusnet	Broadband & Phone	DD	£ 45.00
13/03/2020	Western Web	Web space	OLB	£ 86.00
23/03/2020	John Hesketh	Salary	OLB	£ 265.30
23/03/2020	HMRC	PAYE	OLB	£ 66.20
13/03/2020	Cornwall Groundworks	Park building works	OLB	£ 852.00
All bank payments this period				£ 1,314.50
Bank Receipts Schedule		3/20		
Date	Payer	Description		£
11/02/2020	Resident	Cemtery fees		£ 240.00
All bank receipts this period				£ 240.00

- B Bank Reconciliation.

At the close of business on 29 February 2020, the council held £49,649.77.27 in its accounts

- C Local Maintenance Partnership 2020/21

It was RESOLVED to accept the LMP funding for 2020/21. Proposed Cllr Shovelton. Seconded Cllr Page. All agreed.

ACTION Clerk to write acceptance.

37/2020 Councillors' Reports

- A Cllr Jane Page

Reported that:

Longlands Recreation Ground

In good repair and asked that the council plan to restore the ground to its original state by relocating seating and picnic tables to Jubilee Park.

Lawn Cemetery
In good repair

Jubilee Park
In good repair. Dog warning signs now installed at entrance to play area.

B Community Emergency Plan

Cllr Shovelton explained that the second draft of the Plan was now available to publish, subject to approval from Cornwall Council. Cllr Shovelton, Frances Lewis and Vice Chair Cllr Toms volunteered to become the first coordinators and will be engaging with Trewidland residents. The Chair thanked the councillors for their work in progressing the plan so quickly. Clerk presented a report outlining steps that could be taken to maintain business continuity during the current Coronavirus outbreak, that: public meetings will continue where practical; alternative arrangements for approving payment of invoices are in place; decision making on planning applications will be unaffected; the council will maintain openness and transparency in its decision making through its usual channels of the parish noticeboard, website and linked Facebook pages. All councillor's email addresses are now published on the council website further increasing the opportunities for engagement between residents and the council.

ACTION Clerk to report back to Cornwall Council on progress with the Emergency Plan.

38/2020 Chair's Agenda Items

A Community Governance Review

The Chair led a discussion around the options for changing the number of councillors in an enlarged council and for the warding of Trewidland and the remainder of the current parish. Councillors considered the ratio of councillors to electors in the enlarged area and agreed to amend the submission made to the Electoral Review Panel in July 2019. It was RESOLVED to ask for Trewidland and St Keyne to become two separate wards within an enlarged parish with effect from May 2021. Proposed Cllr Sally Lewis. Seconded Cllr Dorling. All agreed. It was further RESOLVED to increase the total number of councillors in the new parish from 7 to 9, with 6 being allocated to St Keyne, and 3 to Trewidland. Proposed Cllr Sally Lewis. Seconded Cllr Dorling. All agreed. The Chair thanked Councillors Mhairi Mackie and Hugh Francis for their contribution to the discussion.

ACTION Clerk to report back to the Electoral Review Panel with this decision.

B Lawn Cemetery

Chair updated councillors with progress towards creating a Memorial Garden inside the Lawn Cemetery. Current costs for purchasing a four-sided stone seat in the garden are being explored and will report back in April. It was RESOLVED to purchase two benches from NBB Recycled Furniture, 12 reserved plates from E Pascoe & Son stonemasons and a range of shrubs, plants and a tree. Proposed Cllr Page. Seconded Cllr Toms. All agreed.

ACTION Clerk to place orders and arrange delivery to Cllr Shovelton's address.

C Spring Clean Up 20 March – 13 April 2020

Postponed to April meeting

D Climate Change Workshop 29 February 2020

The recent workshop held in Liskeard had been well attended and promoted many opportunities for parish councils to tackle the issue. Cllr Boney suggested that any projects that the parish council planned should involve both the church and local school. Item will be added to the May agenda.

39/2020 Date of next meeting

14 April 2020 at St Keyne Village Hall.

40/2020

End of meeting 21.10