

# CARDINHAM PARISH COUNCIL

## MINUTES OF COUNCIL MEETING

**Held at Cardinham Parish Hall on Tuesday 21<sup>st</sup> May 2019**

**Present:** Councillors J Best, G Tucker, P Tucker, G Rogers, K Morris, S Smart, P Claridge, M Ridgewell, County Cllr C Batters and 1 member of the public.

### Annual General Meeting

#### **Election of Officers:**

**Chairman:** Cllr Best Proposed by Cllr G Tucker, seconded by Cllr M Ridgewell

**Vice- Chairman:** Cllr G Tucker Proposed by Cllr S Smart, seconded by Cllr K Morris.

#### **Sub-committees:**

**Personnel:** Cllrs J Best, S Smart, G Tucker, P Claridge. (Proposed Cllr G Tucker, seconded Cllr G Rogers)

**Finance:** Cllrs J Best, G Tucker, G Rogers, P Claridge, T Irwin (Proposed Cllr S Smart, seconded Cllr K Morris)

**Footpaths:** Cllrs J Best, T Irwin, G Rogers, G Tucker, P Tucker (Proposed Cllr K Morris, seconded Cllr P Claridge)

**Cemetery/Burial:** Cllrs J Best, G Rogers, P Tucker, G Tucker (Proposed Cllr S Smart, seconded Cllr P Claridge)

**Parish Hall Representative:** Cllr G Tucker (Proposed Cllr K Morris, seconded Cllr S Smart)

**Health & Safety:** Cllr G Tucker, Cllr K Morris (Proposed Cllr K Morris, seconded Cllr S Smart)

**Planning:** Cllrs J Best, G Tucker, S Smart, P Claridge, K Morris, M Ridgewell (Proposed Cllr K Morris, seconded Cllr S Smart)

**Scrutiny Coach:** Cllr T Irwin. (Proposed Cllr P Claridge, seconded Cllr K Morris)

**Website Action Team:** Cllrs S Smart, P Claridge, J Best. (Proposed Cllr G Tucker, seconded Cllr G Rogers).

It was suggested that the Parish Council await the publication of the Cornwall Emergency Plan, due in June, before deciding if a Climate Committee would be appropriate for the Parish Council. It was agreed that the list of committee members should be provided to councillors prior to next year's AGM.

### Monthly Meeting

#### **County Councillor**

The following issues were raised by Cllr Batters in his report

- Fletchersbridge – road now closed due to collapsed culvert. Works to be done in second week of June., or possibly earlier as it is an emergency.

- Fencing on the common land – Cornwall Council do not accept any responsibility for the fencing, Councillors believe the party which fences against the common holds the responsibility. Suggestion is to try and find out a principle of law on this issue. Clerk to try contacting DEFRA for this information on fencing against common land.
- Caravan at Little Downs- disturbance reported.
- The car boot near the Lanhydrock turning on the A38 is causing traffic congestion at times on the road leading up to the roundabout. Leigh Frost to be contacted to see if there is any action that could alleviate the congestion/ queuing traffic.

CLlr Batters left the meeting.

**Public Session:**

No issues raised.

**072/19 Apologies**

CLlr T Irwrin, Mrs P Bonker.

**073/19 Declaration of Interest**

CLlrs P Claridge and J Best declared their interest in Finance.

**074/19 Minutes of the Previous Meeting 16<sup>th</sup> April 2019**

The minutes of the meeting held on 16<sup>th</sup> April had been circulated. There was 1 amendment to amend ahs to has. The amended minutes for the meeting held on 16<sup>th</sup> April were proposed by CLlr P Tucker and seconded by CLlr P Claridge as a true record of the meeting then signed by the Chairman.

**075/19 Matters Arising**

Footpaths – CLlr G Tucker had asked someone from Cornwall Council to come out and check the stile which looks to be in a dangerous state. Also asked for Marker posts.  
Fencing/ Treslea Downs – Clerk to write again.

**076/19 Correspondence**

Correspondence received related to:

- Email/advertisement from tree surgeon in the area.
- Correspondence re the church wall
- Leaflets/ brochures re street furniture and play equipment.
- NHS Paper

**077/19 Finance Report and Payment of Accounts**

- a) Authorise Payment re the Domain Name – the bill had been received. CLlr S Smart proposed and CLlr K Morris seconded to authorise for payment. All in favour.
- b) Insurance – It was proposed by CLlr S Smart and seconded by CLlr K Morris, all in favour, to accept Zurich's quote, which is at the reduced rate for a long term agreement.
- c) Internal Auditor's report Asset register to be reviewed and updated with extra information if available – to add to next month's agenda.

- d) Annual Governance Statement checked, and Cllr G Rogers proposed that the Council adopt and Chair to sign this, Cllr P Claridge seconded, all in favour. Minute ref to be added to form
- e) Annual Return checked, Cllr G Rogers proposed the Council adopt and Chair to sign this. Cllr P Tucker seconded, all in favour. Minute ref to be added to form.
- f) Certificate of Exemption read out by the Chair. Cllr G Tucker proposed this to be agreed and signed, Cllr P Claridge seconded, all in favour.

The income and expenditure report for May showed:

Receipts £2343.06. Payments of £1087.10 made up of:

Clerk's wages (£331.20) and expenses (£51.31) - £382.51

PAYE payment - £82.80

Reimburse Clerk for Tourist Information sign - £60.73

Internal Audit - £125.00

Reimburse Cllr Claridge re Domain name renewal - £14.26

Reimburse Cllr Best re the paint for the bus shelter/ tourist hub £43.99

Insurance renewal 2019/20 - £377.81

Cllr S Smart proposed and Cllr G Tucker seconded to sign the cheques. All in favour.

#### **078/19 Review/adopt Standing Orders, Financial Regulations, Internal Controls and Risk Assessments and agree any amendments**

Cllr S Smart proposed and Cllr M Ridgewell seconded that the Standing Orders be amended to include the up to date wording as per CALC, Financial Regulations and Internal controls remain the same and these to be adopted for 2019/20, and Risk Assessments to be revised and reviewed at next month's meeting. All in favour.

#### **079/19 Planning Applications**

PA19/03041 Mr and Mrs Dewar, Callybarrett Cottage, Callybarrett Road, Cardinham, Bodmin Cornwall PL31 2AZ. Two storey side extension and single storey rear extension including balcony to the side (Case Officer: J Stoneman). Cllr G Tucker proposed support, Cllr S Smart seconded, majority in favour.

PA19/03500 Mrs B Bullion, Cross Park, High Lane, Cardinham Bodmin PL30 4DJ. Certificate of Lawful Development for an existing use for commencement of building works: Excavation for foundations, laying of foundations and erection of trench block over foundation. (Case Officer D Tapell). Cllr G Tucker proposed support, Cllr S Smart seconded, all in favour.

#### **080/19 Planning Decisions**

PA19/00753 Mr F Clarke, Greymare Farm, Grey Mare Hill, Lostwithiel PL22 0LW. Erection of extension to existing Dairy facility & water treatment facilities. Approved.

PA19/00454 Golden Lake Farm, Le Ball Hill, Cardinham PL30 4BE. Construction of an agricultural workers dwelling. Approved.

#### **081/19 Defibrillator**

It has been suggested that a plaque for the defibrillator, to show which groups provided the funding for the additional/upgraded defibrillators, be placed adjacent to each defibrillator. All

agreed this was an excellent idea.

Discussion on training followed, the outcome of this was that training should be provided close by each defibrillator location – Millpool and Littledowns. A meeting between Alan, Norman and the Chair has been scheduled to take place shortly to discuss the start of the project, now that funding has been secured.

### **082/19 Footpaths**

Cllr G Tucker has made a start on cutting along the footpaths. He has also reported the dangerous stile. Tree work and routine maintenance has been dealt with.

### **083/19 Highways/Speeding through the Parish**

Cllr M Ridgewell kindly provided some information from an article advising that the rural speed limit should be reduced to 50mph.

Preeze Cross – issues still ongoing. Highways and Cllrs aware.

### **084/19 Parish Matters**

The Chair has agreed to meet with the Church Warden and the rev Paul Holley, and Anne Kerridge re the proposed works to be carried out by the wall.

Clerk to write for any further information from Cornwall Council that could help re the wall.

Clock people to be contacted as Clock needs looking at again after the service carried out recently.

Cllr G Tucker will be meeting with Neill Grigg shortly re the highways issues within the parish

Notice received from the school – to try and discourage irresponsible behaviour on the school grounds out of hours. If the problem persists, they will have no choice but to lock up the playing field area.

### **085/19 Items for the next agenda**

1. Risk Assessments.

There being no further business the meeting was closed at 9.35pm.

Chairman:

Date: 18<sup>th</sup> June 2019.