

ST ALLEN PARISH COUNCIL
MINUTES OF THE MEETING HELD ON MONDAY 20th NOVEMBER 2017
AT ST. ALLEN CHURCH

Present: Cllr. Mc. Culloch (Chairman)
Cllr. Hare (Vice Chairman)
Cllr. Hicks
Cllr. Orrell
Cllr. Wootton

Miss J Ritchie (Clerk)

Apologies : Cllr. Mewton
Cllr. Wilson

In Attendance: Cllr Eathorne-Gibbons
5 Members of the Public

These Minutes are a draft and subject to ratification at the next meeting

1. Suggestions from Members of the Public
 - 1.1 Residents of Henvor Lane contributed towards discussions on the A30 update (see item 9).
2. Minutes of the Meeting 16th October 2017
 - 2.1 Minutes of previous meeting on 16th October 2017 were approved (all in favour) and signed by the Chairman.
3. Matters arising from the previous minutes
 - 3.1 Planning Application PA17/08811, Casavrina, Zelah : although the Parish Council voted in favour of lifting the agricultural restriction, Cornwall Planning Department have advised us that it is not possible to do so at this time and are refusing the application. Clerk to contact Planning advising that the Parish Council accepts their decision but will agree to disagree.
 - 3.2 Cllr. Mewton has conveyed thanks to Cllr. Eathorne-Gibbons for arranging the pothole repairs to the St Allen – Marazanvose lane.
 - 3.3 Footpath 31/9008 – padlocked gate : Cllr McCulloch to follow up.
4. Police Matters
 - 4.1 No Police report received.
5. Cornwall Council Matters
 - 5.1 Cllr. Eathorne-Gibbons reported that work is ongoing to address current issues with the CORSEV and Cormac budgets; he will keep us informed of developments.

- 5.2 Cornwall Council Budget : there is a projected shortfall of £20 million between income and costs for the next financial year. Work is ongoing to plug this gap which has been steadily widening.
- 5.3 Cllr. Eathorne-Gibbons will chase up the Balstyle stile repairs with Cormac.
- 5.4 A Zelah resident has shown concern with the height of a new dwelling currently being constructed at the west end of the village. The Parish Council originally asked for the height to be reduced on the Planning Application. Cllr. Hare suggested that the householder should ask Cornwall Council's Planning Enforcement Officer to check that the plans have been adhered to. Cllr. Hicks commented that if you view the dwelling from other angles rather than head on, it is lower than surrounding properties. The householder also claims not to have received notification of the Planning Application; this issue should be taken up with Cornwall Planning.

6. Planning

- 6.1 There were no items of Planning.

7. Update on A30 improvements – Carland to Chiverton Cross

- 7.1 Following a recent North Coast Cluster Group meeting, Alan Percy will write again to Jeremy Edwards (County Highways) asking for feedback on the results of the recent traffic survey.
- 7.2 Cllr. Hare recently attended a meeting with Sarah Newton MP, Jeremy Edwards and three representatives from Highways England. New proposals have been suggested for access to Henvor Lane and Trevalso, which includes possible underpasses (under the A30) but no decisions have been made yet. Cllr. Eathorne-Gibbons offered to ask Jeremy Edwards for a further meeting with himself, Cllr. McCulloch and Sarah Newton to discuss this in more detail. He suggested that the residents of Henvor Lane should continue to push for the road closure they want and write to Highways England, expressing their ongoing concerns. They should also write, as one group, to the North Coast Cluster Group and Community Network Panel. He added that the Parish Council should raise their concerns now with Highways England and not wait until the new consultation document is published in January 2018. Cllr. McCulloch suggested that we invite Highways England representatives to our January meeting. This was agreed.

8. Village Improvements

- 8.1 One of the Two Burrow Hill camellias has died but it can be replaced with a spare one that Cllr Wootton has.
- 8.2 Wooden Zelah village signs : Cllr. Hicks to check with ZVCA when the cleaning/ painting will be carried out.
- 8.3 A keyboard player is needed for the Carol Concert. Members to ask locally if anyone is available.

9. Correspondence

9.1 Cornwall Guide to Winter Wellbeing – make available to parishioners in the Hawkins Arms.

9.2 Cornwall Council Legal Services – keep information on file.

10. Finance/ Accounts

10.1

Date	Cheque Number	Payee	Details	Amount
20/11/17	101321	HM Revenue & Customs	Tax on Clerk's Wages	£ 55.00
20/11/17	101322	J. Ritchie	Clerk's Wages (Nett)	£ 220.00
20/11/17	101323	Team Maintenance Services Ltd.	Maintenance Contract October (Invoice 204321)	£ 495.00
20/11/17	101324	Grant Thornton UK LLP	External Audit (Invoice 8749018)	£ 120.00
			TOTAL	£ 890.00

HSBC Community Account 01/11/17	£	24,385.81
HSBC Business Account 01/09/17	£	5,594.57
Nationwide Investment (New Hall Fund)	£	22,707.57
Total	£	52,687.95

10.2 Grant Thornton have completed the Audit for 2016/17. They recommended that we update our Governance Documents for the forthcoming year and that next year's Asset Register is more detailed and lists individual items (also recommended by the Internal Auditor). It was also suggested that we may wish to review our annual reserves. This is Grant Thornton's final year as auditor and they have advised that from 2017/18 our External Auditor is Littlejohn UK LLP.

10.3 Precept 2018 : Clerk presented a budget for the forthcoming year, based on our outgoings for this financial year. Discussion followed.

Proposal :

Request a 2% increase for 2018 (Proposed Cllr. Hicks, Seconded Cllr. Wootton) Voted : 2 in favour, 3 against. Not carried.

Proposal :

No increase for 2018 (Proposed Cllr. Hare, Seconded Cllr. Orrell) Voted : 3 in favour, 2 against. Carried.

10.4 Clerk advised the meeting that because of a change in circumstances she may not have unconditional access to our current payroll in future and may need to look at alternatives. Clerk to investigate.

11. A.O.B.

11.1 Further discussion took place regarding the purchase of a container unit for use as a Community Hall. It was suggested that the Parish Council makes the purchase but the ZVCA should lease it from us for community use. Discussion took place on the issues of cleaning, maintenance, caretaker, bookings, etc. Cllr. Orrell has been quoted a price of £560 for a consultation with a Truro-based supplier to design a unit layout to our specification. Cllr. McCulloch suggested that we ask ZVCA if they would be interested in being involved in the project. This was agreed.

11.2 A member of the public has reported to the Parish Council that there are doors on the Hawkins Arms' new extension rather than windows which were on the original plan; this has noise potential. Cllr. Hicks commented that it is possible to have variations to the planning consent and this change may be to allow for disabled access and a fire exit. After some discussion it was agreed that Cllr. McCulloch should go back to the complainant and ask them to take up the matter with the Planning Enforcement Officer.

Next Meeting : Monday 18th December St. Allen Church 7.30 pm
