

**ST ALLEN PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON MONDAY 16<sup>th</sup> MARCH 2020  
AT ST. ALLEN CHURCH**

Present: Cllr. McCulloch (Chairman)  
Cllr. Wootton

Apologies: Cllr. Hare  
Cllr. Newton  
Cllr. Wilson

In Attendance: Miss J Ritchie (Clerk)

1. Chairman's Announcements
  - 1.1 The Chairman informed the meeting that because of the present unprecedented coronavirus situation, which could make it impossible for the Parish Council to meet in the coming months, he was suspending Standing Order 3.9 to enable this meeting to take place for urgent business to be discussed.
2. Suggestions from members of the public
  - 2.1 No members of the public were present.
3. Approval of the Minutes of the meeting held on 17<sup>th</sup> February 2020
  - 3.1 Approval of the minutes of the meeting held on 17<sup>th</sup> February 2020 was deferred until a future meeting when more members would be present.
4. Cornwall Council Matters
  - 4.1 No report received.
5. Police Matters
  - 5.1 No report received.
6. Planning
  - 6.1 PA20/01057 Prior notification for installation of 25m high mast supporting communications apparatus including 6 no. antenna apertures and 4 no. dishes, 10 no. equipment cabinets within proposed fence compound, plus ancillary development at Access to Nanteague Farm, Marazanvose. Members noted that this application was for additional equipment required to support the existing solar farm installation. Accepted – Proposed by Cllr McCulloch, Seconded by Cllr Wootton.
  - 6.2 PA19/10590 Completion and retention of works to convert the Mission Hall to a dwelling house including reinstatement of spire, alterations to doors and additional rooflights at The Mission Hall, Zelah. Agree with Planning Officer's recommendation – Proposed by Cllr McCulloch, Seconded by Cllr Wootton.

7. A30 Chiverton-Carland updates
  - 7.1 Nothing new to report.
8. Playing Field Matters to report
  - 8.1 There had been no response from the play equipment supplier to the Clerk's enquiry concerning the new slide. It was agreed that Councillor Wootton should accompany the ROSPA inspector when the Annual Playing Field Inspection (due in April) is carried out.
9. Any matters to report concerning rights of way/paths/stiles/maintenance
  - 9.1 Nothing new to report.
10. Tour of Britain Meeting Report
  - 10.1 Councillor McCulloch reported on a recent Cornwall Council Tour of Britain Meeting he had attended, which outlined the organisation that would be required between now and the race day, when the race route was scheduled to pass through Zelah. It was agreed that this was an opportunity for the village to turn out and hold its own village event after the race.
11. To consider website accessibility quote from Western Web
  - 11.1 The Clerk informed members that from September 2020 it would be a requirement for websites to comply with Web Content Accessibility Guidelines (WCAG) Version 2.1, Level AA. Western Web was quoting £180 to upgrade this Council's website, to ensure compliance. This was accepted. (Proposed by Cllr McCulloch, Seconded by Cllr Wootton, carried unanimously)
12. Finance, Spending, Accounts and current month's payments
  - 12.1 It was agreed to extend TMS Maintenance's contract until August 2020, until the implications of the coronavirus situation were better known.
  - 12.2 The Street Cleaning Grant would be paid by Cornwall Council in April.

Payments to be made in March 2020:

Date of Cheque	Cheque Number	Payee	Details	Amount
16/03/20	101437	J. Ritchie	Clerk's Wages	£ 257.40
16/03/20	101438	HMRC	Tax on Clerk's Wages	£ 17.60
16/03/20	101439	Team Maint Services Ltd	Maintenance Contract January (Inv. 206371)	£ 495.00
16/03/20	101440	Brightpay	Payroll Software 2020/21 Invoice No. 247879	£ 58.80
			<b>TOTAL</b>	<b>£ 828.80</b>

HSBC Community Account 01/32/20  
 HSBC Business Account 01/03/20

£19,317.00  
 £ 5,612.26

Nationwide Investment (New Hall Fund)	£22,753.01
Total at 16/03/20	£47,682.27

13. Items for Next Agenda

13.1 The Chairman proposed that, in the emergency Covid-19 situation, the Parish Council puts a contingency in place before the next meeting and sends a letter to all parishioners, inviting all elderly / poorly members of the community to contact Councillor McCulloch or Councillor Hare for help with their shopping, and informing parishioners that the Hawkins Arms will offer a takeaway menu and deliver meals to those who are unable to leave their homes. This was agreed. Clerk to investigate cost of bulk delivery of letters / flyers by Royal Mail.

14. Date of Next Meeting

14.1 Monday 20<sup>th</sup> April 2020 St Allen Church 7.30pm. (Provisional, depending on Covid-19 legislation for public meetings).

There being no further business the Chairman closed the meeting at 8.37pm.