

**MINUTES OF THE ST ISSEY PARISH COUNCIL MEETING HELD IN LITTLE PETHERICK VILLAGE HALL AT 7.30PM ON MONDAY 13<sup>th</sup> MARCH 2023.**

**Present:** Cllrs P Hammett (Chairman), J Carhart (Vice-chair), N Carhart, E Ballard, D Heard, C Ivins, S Sleep, A Heard, K Hawkins, G Henwood, Miss J. Wilson (Clerk) and no parishioners.

The Chairman welcomed everyone to the meeting and wished Cllr Rushworth a speedy recovery.

**051/23 Apologies:**

County Cllr S Rushworth..

**052/23 Declaration of Interests in Items on the Agenda:**

None

**053/23 Matters Arising from the minutes of the meeting held on 13<sup>th</sup> February 2023**

1. Lease still not ready.
2. Hedge by Metropole still not cut.
3. The trees, for the Queens Jubilee, have been distributed to the children. There are a small number of trees remaining, which will be given to Paradise Park.
4. Parking on the pavement. To contact PCSO Wherry to see if anything can be done about this.

**054/23 Signing of minutes**

The minutes of the meeting held on the 13<sup>th</sup> February 2023 were agreed as a true record of the meeting and approved then signed by the Chairman.

**055/23 Public Participation**

None.

**056/23 County Councillor's Report:**

No report this month.

**057/23 To Consider the request to support the application for the proposed street name for the new development at Land North of Potters Lodge**

This request has been postponed again until next month.

**Planning**

**058/23 Planning Decisions:**

The Chairman read out the planning decisions for this month as follows:

[PA23/00984](#) Coppice Church Town St Issey Wadebridge Cornwall PL27 7QB Submission of details to discharge Condition 4 in respect of Decision Notice PA22/07751 dated 3rd January 2023. **S52/S106 and discharge of condition apps.**

[PA23/00983](#) Coppice Church Town St Issey Wadebridge Cornwall PL27 7QB. Submission of details to discharge Conditions 3, 4, 6, 7 and 8 in respect of Decision Notice PA20/08828 dated 16.03.21. **S52/S106 and discharge of condition apps.**

[PA22/09102](#) Land South East Of Higher Mellingey Mellingey Road St Issey Cornwall. Construction of dwelling in lieu of Class Q approval PA22/01692. **Approved**

[PA23/00962](#) Blable House Blable Lane St Issey Wadebridge Cornwall PL27 7RF. Non material amendment in relation to decision notice dated PA21/09787 dated 08.02.2022. Amendment sought to replace the stone finishing to the front (South-East) elevation and below windows to the side (South-West) elevation of the proposed sun room extension **Approved**

[PA22/07550](#) The Coach House Mellingey Road St Issey Cornwall PL27 7QU. Alterations to existing dwelling, including construction of balcony and increase to eaves and ridge, construction of detached pool building to replace store, and construction of hot tub area and car port. **Approved**

**059/23 Planning Applications:**

[PA23/01426](#) Higher Mellingley Mellingley Road St Issey Wadebridge Cornwall PL27 7QU. Listed Building Consent for the conversion of and extension to, a small redundant former stable building to habitable accommodation, attached in ownership to Higher Mellingley. (Revision to previous application PA22/03079) (Case officer S Hewitt) Cllr K Hawkins proposed support seconded by Cllr G Henwood, all in favour.

[PA23/01425](#) Higher Mellingley Mellingley Road St Issey Wadebridge Cornwall PL27 7QU. Conversion of and extension to, a small redundant former stable building to habitable accommodation, attached in ownership to Higher Mellingley. (Revision to previous application PA22/03078) (Case officer S Hewitt). Cllr K Hawkins proposed support seconded by Cllr G Henwood, all in favour.

**060/23 Date for Annual Parish Meeting.**

It was proposed and agreed to hold the Annual Parish Meeting on Monday 15<sup>th</sup> May at 7pm in Little Petherick Village Hall. It was agreed to ask a representative from GrantScape if they would speak at the meeting.

Note: due to Bank Holidays the next monthly meetings of Parish Council will be held on 17<sup>th</sup> of April and 15<sup>th</sup> of May

**061/23 Working Party**

- The upcoming celebrations for the Coronation and the Summer Fun Day will be discussed at the next meeting.
- The next issue of the Community magazine will be issued on 1<sup>st</sup> April,
- Next meeting will be Monday 20<sup>th</sup> March, 7.30pm Little Petherick Village Hall.

**062/23 To Review the following and agree any amendment/re-adopt**

H&S Policy - No change to this, it is ok to readopt

GDPR Policy. No change to this, it is ok to readopt

Reserves Policy No change to this, it is ok to readopt

Cllr A Heard proposed and Cllr S Sleep seconded to readopt the above and ensure the date of adoption is updated on the website. All in favour.

Standing Orders – there was an update in April 2022 revising procurement. Cllr N Carhart proposed adopting the updated version, seconded by Cllr J Carhart. All in favour.

Finance Regulations - No change to this, it is ok to readopt. Proposed by Cllr A Heard, seconded by Cllr N Carhart, all in favour.

Statement of Internal Control – This is to be updated and readopted. Proposed by Cllr N Carhart, seconded by Cllr S Sleep all in favour.

Privacy Policy – No change to this, it is ok to readopt. Proposed by Cllr N Carhart, seconded by Cllr E Ballard, all in favour.

**063/23 To Review the Risk Assessment Schedule.**

The Councillors were allocated items to check and will report back at the next meeting in April. New items added to the risk assessment are the Flagpole, goal post, Bench and signage on the Recreation Ground. These items have also been added to the Fixed asset register and will be included in the insurance schedule.

Cllr K Hawkins proposed that all Councillors should review their Register of Interest forms at the next meeting to ensure they are all up to date. To be added to April agenda. Clerk to bring the forms to the April meeting.

**064/23 Recreation Ground**

1. The Lights – Davey's Electrical Services have fixed the lights and will invoice the Parish Council shortly.
2. The Lease – Still not ready

**065/23 Highways**

1. Signage at St Jidgey on the A39 to say Unsuitable for HGV'S is required. Awaiting Information from Highways on the scheme.
2. Chevron sign at Little Petherick needs replacing.

3. Mud at Trenance – dangerous for motor bikes.
4. Spring Hill – can notices be put in place between the Tredinnick turning and the hill on the Winnards Perch to Wadebridge side of the road warning of the hill. Clerk to contact highways.
5. Old Town Cove car park: It was agreed that the Chairman will approach the neighbour to see if the neighbour will allow the Parish Council to put up a sign in/by the hedge to say No Camper Vans.

**066/23 Repairs and Maintenance.**

Notice board by St Issey Churchyard. Cllr J Carhart has a spare key and will check that this still works/locks the notice board.

**067/23 Village Halls**

Little Petherick Village Hall – Nothing to report  
St Issey Village Hall – nothing to report.

**068/23 Contributions and Community Projects**

Coronation celebrations and Summer Fun Day currently being discussed and organised by the Working Group.

It was agreed not to apply for funding from Denzell Downs. (Play Park are applying)

**Finance and Earmarked Reserves**

**069/23 Reserves**

The Reserves schedule has been amended to reflect last month's changes ie allocate all £8000 of the Lightsource funding to the Minibus fund and to allocate the £5379.16 CIL money to the Little Petherick Car Park fund. Cheques have been done for these amounts.

**070/23 Chair's Honorarium.**

The Chair left the room and Cllr J Carhart took the Chair. Cllr G Henwood proposed £250.00, Cllr J Carhart seconded, All in favour. The Chair returned to the meeting and took the chair.

**071/23 Signing of cheques.**

Receipts of £8.77 interest and £144.67 agency grass cutting (verges) in February. Payments in March of £14,359.99 were made up as follows:

£453.02 – J Wilson – wages

£6.40 – HMRC – Tax on wages

£56.74 - J Wilson – expenses

£8000.00 – St Issey Community Bus

£5379.16 – Little Petherick Village Hall Trust

£250.00 – P Hammett – Honorarium

£60.00 – replacement cheques (prior year cheques written off) Hire of hall

£80.00 – Little Petherick Village Hall – hire of hall Oct, Nov, Jan Feb (£20/month for PC and WP meetings)

£29.95 - Seadog IT Ltd – website hosting

£44.72 Google cloud – monthly payment for email Google Workspace.

The Net Balance in the Cash book as at 13<sup>th</sup> March 2023 stands at £22,283.87. The figure for the Earmarked reserves is £19,796.51 (all CIL money used), General Reserve stands at £2,487.36. Cllr S Sleep proposed, and Cllr N Carhart seconded to sign the cheques. All agreed.

**072/23 Correspondence**

All items had been forwarded to Councillors during the month.

**073/23 Footpaths**

Stone Steps at Mellingley - Cllr P Hammett will check the state of these before reporting them.

**074/23 Institute**

Electricity bill is high - Cllr G Henwood will talk to the Institute Chairman.

Cllr J Carhart will contact Mr S Trevan to find out about the possibility of having different heating.

Roof - still waiting for it to be done.

**075/23 Items for next time's agenda**

Moving the Bench – will need a loader.

Garages at Sentry Close.

Cllr C Ivins thanked the Parish Council on behalf of the Community Bus for the kind donation and  
Cllr P Hammett thanked the Parish Council on behalf of the Village Hall Trust for the donation towards the  
Little Petherick Village Hall Car Park fund

The meeting closed at 8.30pm

Chairman:

Date: 17<sup>th</sup> April 2023

DRAFT