

**MINUTES OF THE ST ISSEY PARISH COUNCIL MEETING HELD IN LITTLE PETHERICK VILLAGE HALL AT 7.30PM ON MONDAY 9<sup>th</sup> OCTOBER 2023.**

**Present:** Cllrs P Hammett (Chairman), D Heard, C Ivins, K Hawkins, E Ballard, G Henwood, S Sleep. County Cllr S Rushworth. Miss J. Wilson (Clerk). Two members of the Play Park Committee  
The Chairman welcomed everyone to the meeting.

**215/23 Apologies:** Cllrs. N Carhart, J Carhart, A Heard (Vice-chair).

**216/23 Declaration of Interests in Items on the Agenda:** None

**217/23 Matters Arising from the minutes of the meeting held on 11<sup>th</sup> September 2023**

Dropped Kerb for Ring o'Bells area: this would require planning permission and highways involvement. Cllr Rushworth will look into it to see if it can be done without too much difficulty.

**218/23 Signing of minutes for the meeting held on 11<sup>th</sup> September 2023**

The minutes of the meeting held on the 11<sup>th</sup> September 2023 had been circulated. The minutes were agreed by all as a true record of the meeting and approved then signed by the Chairman.

**219/23 Public Participation**

Two members of the Play Park Committee attended, further to their email request for assistance with funding for the insurance for 23/24. The Play Park has approx. £3k funds, having raised £1k themselves, and having received a grant from the St Breock Windfarm fund. Some of this money is allocated for equipment (safety matting and basketball backboard) and for the Rospa inspection. They have a quote for insurance but have requested help from the Parish Council to cover the shortfall. This will be discussed under item 17 on the agenda. The Chairman thanked the two parishioners for attending and providing the additional information. They then left the meeting.

**220/23 County Councillor's Report:**

Cllr Rushworth raised the following issues:

- Problem with people not complying with the one-way system by the Ring o'Bells – Cllr Rushworth will ask Highways to look at putting in extra signage.
- There have been problems with blocked access – someone will speak to the person causing this.
- Cornwall Council will hold a debate on school buses.
- It is predicted that the A30 dualling will come in under budget.
- The new recycling will come in around late summer/autumn 2024 in this area.

**Planning****221/23 Planning Decisions:**

[PA23/06676](#) Cornish Cottage Churchtown St Issey Wadebridge Cornwall PL27 7QA. Non-material amendment to decision PA22/05566 dated 10.08.2022 for an additional window proposed to existing first floor Bathroom/East Elevation. Additional rooflight to South Elevation above stair. Continuation of slate hanging at second floor level of the East Elevation. **Approved.**

**222/23 Other planning (No consultation required – for information only):** None.

**223/23 Planning Applications:**

[PA23/05973](#) Land North of Church Town Mews Trenance Road St Issey PL27 7QX. Proposed conversion of tractor shed to form new dwelling. (Case officer: G Old)

Cllr C Ivins proposed support, seconded by Cllr E Ballard. All in favour.

[PA23/07107](#) Bosca Brae Tregonce St Issey PL27 7QJ. Non-Material Amendment (1) to Application No. PA16/00332 dated 18th February 2016 for Improvements to the existing single storey chalet/bungalow. Re-roofing at an increased height (max 950mm) Single storey extension to provide en-suite to existing bedroom. Single storey extension to the rear to provide a second bedroom and bathroom. Provision of front facing veranda and single storey extension to the right to provide a utility and storage area. Installation of a chimney for the woodburner in the existing lounge. Widening of the main entrance, namely, minor adjustments to some room sizes with re-positioned walls and revised fenestration. (Case Officer: M Follis)

Cllr E Ballard proposed support, Cllr S Sleep seconded, majority for, Cllrs K Hawkins & G Henwood against.

DRAFT Minutes for meeting held on 9<sup>th</sup> Oct 2023

St Issey Parish Council

[PA23/07352](#) Higher Trevorrick Country House St Issey Wadebridge PL27 7QH. Replacement of corrugated roof with box profile roof. Replacement garage doors. (Case officer: G Old)

Cllr D Heard proposed support, seconded by Cllr C Ivins, all in favour.

[PA23/05244](#) Sea Mills St Issey Wadebridge Cornwall. Listed Building Consent application to remove the garage slates and battens, make repairs to roof structure, install breather membrane, fix new battens, reinstate slates and ridge tiles with rolled lead to hip. Replacement of bay window and porch Lead coverings and new lead flashings as necessary.

Cllr K Hawkins proposed support, seconded by Cllr E Ballard, all in favour.

[PA23/05243](#) Sea Mills St Issey Wadebridge Cornwall. Application to remove the garage slates and battens, make repairs to roof structure, install breather membrane, fix new battens, reinstate slates and ridge tiles with rolled lead to hip. Replacement of bay window and porch, lead coverings & new lead flashings as necessary.

Cllr K Hawkins proposed support, seconded by Cllr E Ballard, all in favour.

Cllr P Hammett thanked Cllr Rushworth for his attendance then Cllr S Rushworth left the meeting.

#### **224/23 To Conclude the Review the Risk Assessment Schedule.**

To complete next time – add to November agenda.

#### **225/23 To Consider the Polling Places review ie the suitability of the St Issey Village Hall as the Parish polling station, and the voting arrangements.**

The Councillors agreed that the current polling station and voting arrangements are suitable. Clerk to notify Cornwall Council.

#### **226/23 Working Party**

Next meeting will be held on Monday 16<sup>th</sup> Oct. ([venue amended to Osborne Room due to road closure](#)).

#### **227/23 Recreation Ground**

The Lights – Davey's Electrical Services have fixed the lights. Still awaiting invoice. (October).

#### **228/23 Highways**

The following road closures were noted:

- Park en Vine, St Issey: 02/10/23 to 18/10/23 (24 hours) National Grid.
- A389 Between Tregonna Hill and St Issey Hill: 08/01/24 to 09/01/24 (20:00 to 05.00 hours) SWW
- Dark Lane Tredinnick: 11/12/23 to 13/12/23 (24 hours) Cormac.

#### **229/23 Repairs and Maintenance.**

- Steps at the St Issey Church have been repaired ie dug and repointed, cleaned and dried and the non-slip tape put on. Invoice for £350 received.
- Sycamore and conifer at Egloscrow/Churchyard. It was agreed that tree works need to be carried out. Clerk to contact Eager Beaver, Clive Bennett and one other to arrange quotes. The Chair agreed to meet them to show them the trees. To report back in November.

#### **230/23 Village Halls**

Little Petherick Village Hall – roof needs looking at.

St Issey Village Hall – nothing to report.

#### **231/23 Contributions and Community Projects**

- Cornwall Air Ambulance – request received for donation towards their new facilities. Cllr K Hawkins proposed an amount of £150, seconded by Cllr G Henwood. All in favour.
- Consider providing the funds (including the contribution provided by Wren of £100) for purchase of a printer for the Community Newsletter. (And provision of ink cartridges, paper etc). It was agreed to consider this at the working party meeting next week.

Cllr K Hawkins proposed, Cllr G Henwood seconded, and all agreed to bring forward item 24 & go into committee.

#### **232/23 Public Bodies (Admission to Meetings) Act 1960**

**To RESOLVE that in view of the confidential or special nature of the business about to be transacted it is advisable that the press and public be excluded and instructed to withdraw during the discussion.**

**Consider Play Park request for donation towards the insurance**

Cllr G Henwood proposed and Cllr E Ballard seconded to agree in principle to assist with a donation, once the Rospa inspection is completed, and several quotes have been obtained. Clerk to notify Natalie Moore.

The Parish Council came out of committee, and Standing Orders now apply.

**233/23 To Consider the External Auditors report for the 22-23 Audit and note any issues raised**

The External Audit has been received and has been considered. There are no further actions required. Cllr S Sleep proposed and Cllr G Henwood seconded to accept the External Audit report for 22/23. All agreed.

**Finance and Earmarked Reserves.****234/23 Signing of cheques.**

Note – Re the September payment list, HMRC have cancelled the £200 penalty, on appeal, so the cheque 1342 has been cancelled.

Receipts of £7516.16 in September (Precept 2<sup>nd</sup> half: £7500; Bank Interest £16.16). Payments in October of £1676.07 made up as follows:

£459.42 – J Wilson – wages for September

£29.50 - J Wilson – expenses for September

£260.00 – Waverley Gardeners – grass cutting Sentry Close

£40.00 – ICO – Data protection renewal fee

£252.00 – BDO LLP – External Auditors fee

£400.00 Savills – rent for recreation ground Sept23-Sept24

£350.00 – Mrs S H Hammett – Repairs to Steps

-£200.00 – HMRC – Penalty cancelled

£29.95 - Seadog IT Ltd – website hosting

£55.20 Google cloud – monthly payment for email Google Workspace. Chair requested assurance from Seadog IT that security is ok, in view of the spam emails received during last month. Clerk to request.

The Net Balance in the Cash book as at September 2023 stands at £28,523.93. Cllr S Sleep proposed, and Cllr K Hawkins seconded to sign the cheques. All agreed. A payments list and monthly bank reconciliation were prepared.

The Wreath for Remembrance Sunday will be required in November. The Chairman requested 2 wreaths – clerk to request 2, if possible, from the British Legion Poppy Appeal.

**235/23 Correspondence**

All items had been forwarded to Councillors during the month.

- Egloscrow – address received. Clerk to contact them to notify that the trees are to be looked at with a view to works being carried out.
- Sentry Close parking. The Chair agreed to meet with the Housing Officer. Clerk to notify.
- It was agreed that no response to the public licensing consultation is required at this time.

**236/23 Footpaths**

The Chairman agreed to obtain the relevant Footpath numbers and the furniture for each that needs replacing, to be passed onto the Countryside Team at Cornwall Council.

**237/23 Institute**

Nothing to report.

**238/23 Items for next time's agenda**

Risk Assessments, Play Park.

The meeting closed at 8:57pm.

Chairman:

Date: 13<sup>th</sup> November, 2023