

Morwenstow Parish Council

Minutes of the monthly Parish Council Meeting held on
Wednesday 20th March 2019 at 7.30pm in the Community Centre

Actions

1.20/03 Attendance: Cllrs.; Hobbs (chair), Boundy, Colwill, Francis, Phipps, Richards, Rogers and Tilbey and the Clerk

2.20/03 Apologies were received from Cllr. Braund

Absent without apology: C Cllr Dolphin, Cllr. Savage

3.20/03 Minutes of the meeting held on 20th February 2019 were agreed and signed as an accurate record of the meeting

4.20/03 Matters Arising from the Minutes: The Clerk had contacted S W Water again regarding the sewage outfall leak near David's Lane. S W Water have denied that the pipe is theirs. Clerk to contact them again for them to speak to Cllr. Boundy. Cllr. Savage had met with S W Water regarding the sewerage at Crosstown and S W Water will be sorting the problem out. Cllr. Hobbs had managed to speak to the new Cormac highways contact for this area. They will get together in the new financial year to go around the Parish assessing all the road problems. Cllr. Richards had obtained a quote for the extra work point needed for the broadband. Cllr. Hobbs will obtain another quote but Cllr. Richards is to purchase the box to cut down the work needed to be done and quoted for. If the quote is lower than that already received then work is to go ahead. Cllr. Tilbey forwarded a copy of the map as discussed and this will be on the April agenda. All other actions have been carried out.

5.20/03 Dispensations/Disclosures: Cllrs. Francis and Hobbs declared an interest in item 7.20/3 as relatives of persons submitting tenders

6.20/03 To discuss quotes for LMP and SWCP and cutting for 2019/20: The Clerk confirmed that the LMP offer had been increased by the sum of £112.92 as Cornwall Council had made an error in their offer letter. Tenders for the footpath cutting had been received. They were for the same amount as last year. It was resolved to accept the quotes. One tender had been received for the SWCP cutting. It was for the same amount as last year. It was resolved to accept the quote. One tender for the playpark cutting had been received. It was for the same amount as last year. It was resolved to accept the quote. No tender received yet for the playpark hedge cutting. All contractors to complete necessary paperwork and provide risk assessments, health and safety policies and proof of public liability insurance if not already provided.

KB SJ

7. 20/03 To discuss quotes for toilet cleaning: Cllrs. Francis and Hobbs took no part in this discussion. One tender had been received for the cleaning of the public toilets outside the Community Centre. It was for the same amount as last year. It was resolved to accept the quote. One tender had been received for the cleaning of the toilets at Duckpool. It was for the same amount as last year plus an extra amount of £90 to cover public liability insurance. It was resolved to accept the quote. Resolved that Duckpool toilets would receive a spring clean before being opened on 1st April. Clerk and Chairman had completed the HMRC tool that confirmed that the cleaners were self employed. Cllr. Boundy believes that the N T have remedied the water problem. This will be seen when the toilets are operational.

RF KB JH

8. 20/3 To discuss maintenance of Aunt Amy's Garden: It was resolved to ask PSJ Garden Services to maintain the garden again for a further year and a budget of £200 would be offered. Cllr. Francis to speak to P Jenkins.

RF

9.20/03 To review policies and practices:

- (a) Grants Policy – Reviewed 20.03.2019
- (b) Health and Safety Policy – Reviewed 20.03.2019
- (c) Risk Register – Reviewed and resolved to approve 20.03.2019
- (d) Effectiveness of Internal Controls – Reviewed and resolved to approve 20.03.2019
- (e) Model Standing Orders – to be adopted following review February 2019, Minute Ref:7.20/02 Adopted 20.03.2019
- (f) Risk assessments for confirmation – Risk Register reviewed and resolved to approve 20.03.2019. Risk assessment record sheets distributed: Playpark inspection sheets to Cllrs. Francis and Colwill; Toilet inspection sheets to Cllrs. Francis and Hobbs; Tree inspection sheets to Cllr. Hobbs. It had been brought to the Council's attention the need for regular checks of the condition of the trees on Council property for insurance purposes. It was resolved that Cllr. Hobbs, as Tree Warden, with another Councillor, would look at the trees this year and keep a photographic as well as written record. The trees would need to be checked by an arborist every 2 or three years, as well as the tree Warden's checks, and funding for this would need to be included when assessing the precept.

JH

10.20/03 To discuss submission of plans and funding for bus shelter at Crosstown: It was resolved that the plans should be on show at the Annual Parish Meeting for residents to view and comment on before any further decisions are made. To be put on the June agenda.

11.20/03 To agree annual playpark inspection: It was resolved to appoint Nick Adams again this year to carry out the annual inspection. Clerk to contact him. Cllr. Colwill noted that in his March playpark inspection he noticed that a further piece on the underside of the springer had rusted. He contacted Outdoor Playpeople and they will get this part replaced as well at no cost to the council. **SJ**

12.20/03 To discuss Football Club request for advertising boards and a new pitch area: It was confirmed that the Council were happy to support the plans for a maximum of 30 advertising boards to be erected in every other gap in the fence around the pitch. However, it was the responsibility of the football club to find out from Cornwall Council whether any planning consents were required and confirm to the Parish Council before going ahead with the work. Also, the club would need to be aware that they would be responsible for any damage caused to the part of the fence erected by the Council.

With regard to the use of the area adjacent to the mini pitch that was previously a mountain bike play area, the Council had no objections in principle. However, the football club would need to check with Cornwall Council whether there were any planning implications involved. Once this had been ascertained the club would need to liaise with the Parish Council before commencing any works. Clerk to respond to football club. **SJ**

13.20/03 To discuss speaker for A P M: It was confirmed that the APM would be held on Wednesday 22nd May. Clerk to confirm with Cornwall Air Ambulance that they would be sending someone to give an address. Clerk to confirm that someone from D&C Police would attend. Clerk to send invites out to local groups next month. **SJ**

14.20/03 Correspondence

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| 1. Cornwall Council | Winter Wellbeing |
| 2. Cornwall Council | Vitality of Towns initiative |
| 3. Bude C N P | Minutes of meeting 14 th February |
| 4. Scott Mann | Government Funding |
| 5. RSN | Rural Strategy programme |
| 6. Cornwall NHS | Stratton Hospital MIU temporary overnight closure update |
| 7. Cornwall Council | Polling Review- response required |
| 8. Cornwall Council | CNA SOS project |
| 9. Various | Regular newsletters |

All noted. Clerk to respond to item 7 confirming no issues. **SJ**

15.20/03 Finances: To agree cheques and direct debits for payment and confirm current statement of accounts and schedule with bank statements.:

All cheques agreed for payment and signed by 2 signatories. Direct debits agreed. All invoices checked and signed by Chairman. All Councillors agreed spreadsheet of accounts. 2018/19 budget projection spreadsheet checked and expenditure discussed. Income covered outgoings with no need to use reserves. Resolved to approve all.

1803	A Heard	Repair of slide steps	£428.40
1804	Lonsdale	Hamlets	£101.40
1805	Community Centre	Rent/storage/utilities	£216.77
1806	S Francis	CC public toilets cleaning	£313.06
1807	S Joyner	Salary/stamps/stationery	* D P Act
1808	B Richards	Broadband equipment	£103.07
1809	H Rogers	Hamlets delivery	£63.00
D/D	Aquiss	Rental phone line	£15.00
D/D	Aquiss	Rental broadband line	£19.00

16.20/03 Members Reports: Cllr. Francis reported that one of the taps in the public toilets was leaking. Resolved he should contact plumber for emergency repair. Cllr. Boundy reported that the work to the footpath at Westcott had been completed and the path had been re-opened. He and Debbie Ebsary from C C walked the path and had put up new way-markers. Cllr. Boundy reported that the road surface at Darwood was breaking up again. Cllr. Hobbs will bring to the attention of Cormac when they have their meeting. Cllr. Rogers had been told by a resident of a footpath that was blocked by barbed wire and an electric fence. Cllr. Boundy, the Council's Public Rights of Way Officer, said that he and Debbie Ebsary were aware of the issue and it was being looked into. Cllr. Rogers advised that the Head teacher of St. Mark's School had been told by the Police that the problem of where parents park was not an issue for the school to have to sort out. **JH**

17.20/03 Any Other Business the Chairman considers urgent: None

There being no other business the Chairman closed the meeting at 9.25pm