

NORTH HILL PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON 24th July 2023

Present:

Councillor Mary Budge – Chairman
 Councillor Richard Randall – Vice Chairman
 Councillor Hayley Budge
 Councillor Adrian Parsons
 Councillor Brian Ruby
 Councillor Steven Sandercock
 Councillor Mervyn Stephens

In attendance

Mrs A Jones (Parish Clerk) Mrs L Batten (Parish Clerk)
 0 Member of the Public

The Parish Council meeting held in the Village Hall with the Chairman welcoming all present.

1. To receive apologies: To receive apologies – Councillor Ralph Hudson, Councillor David Daniells, Councillor Courtney Walters, apologies received by all.

2. Public Session Suspension of Standing Orders for Members of the Public to speak: No members of the public were in attendance.

3. To receive and approve the minutes of the 12th June 2023 extraordinary meeting and the 26th June Full Council meeting: Proposed and agreed 1st Cllr S Sandercock, 2nd Cllr H Budge. All Councillors in favour of the Chairman to sign.

4. Any matters arising from the past minutes not on the current agenda: None.

5. To consider planning applications received from Cornwall Council by date of this meeting:

5.1 PA23/04460 – Sorrento, Coads Green, Launceston, PL15 7LY – Following a brief discussion it was agreed that there was no alteration to the footprint, proposed by Cllr Randall and seconded by Cllr M Stephens, North Hill Parish Council had no objections with all Councillors in favour.

6. To review correspondence and agree responses required:

6.1 Oliver Jones Highways – Correspondence received details that upgraded signage would be undertaken in the Autumn. Councillors did not feel this to be productive, the signage would not be required if the hedgerow was tended appropriately and raised concerns that emergency vehicles could not get through.

Resolved That the clerk would write a letter to express North Hill Parish Council views and request if Oliver Jones would approach the land owner to request the trees were trimmed back.

6.2 Community Area Partnership – Councillor R Hudson reported via email that he had now attended the first meeting. He felt that the meeting was led with genuine enthusiasm with an emphasis upon

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road safety, the A388 in particular. A further main theme was affordable housing and climate change. A Highways Scheme Sub Group was set up to address the road safety and the next meeting was due to take place on the 7th September 2023.

6.3 Trebartha Estate Woodland Consultation – Cllr A Parsons entered the room. The consultation document was discussed at length, it was agreed that the proposed mixture of species to be planted would be beneficial.

Resolved That North Hill Parish Council had no objection, they were in support of the proposal and a response would be given to this effect.

7. To review action and approve the clerk's report:

7.1 Community speed watch updated – Following correspondence from PCSO Mike Dodd the Councillors raised concern that they were unable to adequately access the required speed watch online site to register, hence were unable to complete the training. There was also concern that several Councillors do not have the technology to access the site leaving them at a disadvantage.

Resolved That clerk would contact PCSO Mike Dodd and request his availability to attend a meeting at North Hill Village Hall to allow all Council members to access the training. Cllr H Budge would put a request on facebook for additional interested parties. Cllr R Randall would look at the current purchased speed sign to ascertain how best to install this.

7.2 To note information received from the National Grid in relation to Berrio Bridge - The clerk reported the tree limbs were potentially catching electric wires, National grid responded to state that they had visited the site, the lines belonged to BT, however they did not see any issues with them. No further action was required.

7.3 To agree the Health and Safety Policy and Equalities Policy – The Health and Safety Policy and Equalities Policy was discussed. No objections were raised. It was proposed and agreed 1st Cllr A Parsons, 2nd Cllr R Randall all other Councillors in favour.

Resolved That the above policies were adopted and were signed by the Chairman.

7.4 To review details for North Hill Parish Council Cemetery – Councillors discussed the progress of North Hill Council Cemetery with an awareness that there were only approximately fifteen graves left in the current churchyard. Following debate it was:

Resolved That The clerk would speak with FD Hall and the gravedigger and collate information regarding procedures and protocol for the cemetery, NALC would be contacted for a template policy and item would be added to the next agenda.

7.5 To accept information from the Chairman regarding St Torneys Church meeting 30th June 2023 – The Chairman gave an overview of the meeting which was focused upon working with and empowering communities to use and love their historic places of worship. Ideas included an art gallery, champing and festivals. The next community support gathering meeting was due to be held on September 9th 2023. No further action was required.

7.6 To review / update Bathpool notice board – Following discussion it was agreed that the notice board is in need of replacement however is being further damaged by the tree. The tree is also causing damage to the railings on the bridge.

Resolved That Cllr A Parsons would contact Oliver Jones, Cormac to discuss the options for the tree.

7.7 To review arrangements for the new tree at Congdon's Shop – No actions required as the new tree seems to be growing well.

7.8 To discuss / resolve Remembrance Sunday Service 12th November 2023 –

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Resolved That The Chairman, councillors Stephens and Walters would clean the war memorial on Saturday at 10.00am. Councillor Stephens would ask Mr Paul Tucker to pressure wash it. The Chairman will contact the Vicar, John Hayley to request he complete the service. The clerk has amended the Hymn sheets and the new clerk would get fifty copies printed. The Chairman would obtain the wreath and ask Den Pridham or Marina Pridham to lay this, if they were unable to do so, a second person was identified, Andrew Brown.

8. Approval of list of payments for June / July 2023, to receive June / July 2023 bank statement:

8.1 Rubys Car Sales Ltd £164.96

8.2 Biffa April / May / June £595.14

8.3 Elan City Ltd £2807.99 (this payment has not yet been made due to technical difficulties, clerk to pursue, payment by cheque would be the last resort).

8.4 North Hill Village Hall rental £42.00 (not listed on agenda as received prior to meeting) It was proposed and seconded 1st Cllr S Sandercock, 2nd Cllr B Ruby to agree to payment.

8.5 Maintenance of footpaths and graveyard £1130.00 (not listed on agenda as received prior to meeting). It was proposed and seconded 1st Cllr S Sandercock, 2nd Cllr M Stephens to agree to payment.

9. Bank Statement as of 18th July 2023:

£19,027.85 (including non payment to date of Elan City Ltd).

10. Authorisation of expenses including salary:

10.1 Mrs A Jones salary, room rent and phone £719.64 – agreed.

10.2 Mrs A Jones holiday back pay to leaving clerk £288.00 pro rata 24 hours owed. It was proposed and seconded 1st Cllr A Parsons, 2nd Cllr M Stephens, all in favour to agree to payment.

10.3 Mrs L Batten salary, room rent and phone £693.64 – agreed.

10.4 To discuss / resolve PAYE Gareth Pollard Accountant – An overview of the complex HMRC requirements was given by the clerk who confirmed that the accountant can offer a PAYE payroll service for £15.00 per month plus VAT. Following discussion it was proposed and seconded 1st Cllr B Ruby, 2nd Cllr M Stephens, all in favour that the accountant be responsible for payroll of the clerk:

Resolved That The clerk contact Gareth Pollard to request and adopt the service.

11. To review monthly Budget Sheet Reconciliations:

11.1 Sent to Councillors for information. Proposed and seconded 1st Cllr R Randall, 2nd Cllr A Parsons, all in favour that the budget sheet is an accurate account.

12. Budget Sheet attached:

As above.

13. To review monthly RAG:

13.1 RAG reviewed by Councillors. Green actions can be removed.

The Bathpool defibrillator delay was discussed in detail.

Resolved That the clerk would send an email to Mr and Mrs Quintance requesting an update ready for the 4th September 2023 meeting. If there was no response, North Hill Parish Council will seek to identify and purchase a defibrillator for the village of Bathpool.

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War memorial railings – clerk was awaiting update from the Police.
Tender for play area handyman on an ad hoc basis – clerk to re advertise.

14. Report from Cornwall Council Ward Member Councillor A Parsons:

Report forwarded to all Councillors, Councillor Parsons gave an update regarding the difficulties with housing and actions that were being taken. The A388 route review was discussed following agreed actions being made with Highways and he confirmed that some of the recommendations are being addressed with maintenance. Other recommendations are being prioritised, speeds are also being prioritised in some areas. Monthly meetings are being scheduled to review progress with Highways. Lastly the government has awarded £14 million to councils across England over two years to develop Nature Recovery Strategies under the Environmental Act 2021.

15. North Hill Parish Cemetery:

To be placed on 4th September 2023 agenda.

16. Items for inclusion at the next meeting:

Resolved That the building site opposite Battens Mill was added to September 2023 meeting for not adhering to planning conditions.

17. Date and time of next meeting:

4th September 2023 at 7.30pm at North Hill Village Hall.

18. Close of business:

The meeting was closed at 9.13pm.

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