



Cornworthy Parish Council

DRAFT Minutes of the Meeting of Cornworthy Parish Council held. in Cornworthy Village Hall on Monday 11th September at 7.30pm

Present: Cllr Tuppen (Chair), Cllr Bailey (Vice Chair) Cllr Finn, Cllr Fowler, Cllr Thompson and Cllr Jonathan Hawkins (DCC) were present as was C Campos Parish Clerk.

Open Forum

A resident mentioned that there is a lot of littering of bottles and cans on the roads which then find their way into the drains. Also, that there is a problem with weeds along the roadside which is exacerbated by the roads not being swept. Cllr Hawkins explained that he is trying to get a mechanical sweeper to be permanently based in Dartmouth which could then be sent out on a regular basis to the outlying villages such as Cornworthy. He asked the Parish Council to write to the Localities Officer at SHDC in support of basing a sweeper in Dartmouth. Cllr Tuppen suggested that the letter to SHDC should emphasise the village's propensity to flooding which blocked drains and verges would exacerbate.

Apologies for Absence

Cllr Hunt and Cllr McKay

60. Declaration of Councillors Interest

Cllr Tuppen declared an interest in item 8.1.

61. Approval of Minutes

The minutes of the meeting of 10th July were approved.

62. Matters Arising from the Minutes

Cllr Tuppen noted that the Clerk had recently made a VAT reclaim. The Clerk confirmed the amount due to CPC was £721.58. Cllr Bailey has ascertained that it is not a CPC responsibility to check the Fire Hydrants. Regarding vehicles restricting access to fire hydrants, if this were to happen, then the Fire Service would move the vehicle themselves. Cllr Tuppen noted that CPC had offered to donate to the Cornworthy Handbell Restoration Fund and proposed a sum of £250. This was unanimously agreed.

63. Reports from District and County Councillors

63.1 Cllr Jonathan Hawkins DCC: Cllr Hawkins referenced the constructive meeting with CPC Councillors and the DCC Neighbourhood Highways Officer last month. It was agreed that the Clerk would try and source a copy of the map of drains and buddle holes provided by the Highways Officer directly from DCC. Cllr Hawkins mentioned that the Dartmouth Youth Group has resumed activities and is free of charge for Cornworthy youngsters. A link will be provided for the new website. Also, the Dartmouth Food Bank is also available to Cornworthy residents.

64. Local Issues

64.1 Parishioners Correspondence to Action

None received.

65. Devon County Council Highways

Upcoming Roadworks between Alexandria Place and Green Close in November have been noted and will be advised to residents nearer the time.

66. Planning

66.1 Reference 2460/23/CLE

The Councillors felt they had no evidence either way so were undecided.

66.2 Planning Decisions by South Hams District Council

None

66.3 Consultations

None

67. To Approve and Adopt the following CPC Policies until the next review in April 2024

67.1 CPC Standing Orders - Approved and Adopted

67.2 CPC social media Policy - Approved and Adopted

67.3 CPC Risk Register 2023 - Deferred

67.4 CPC Record Retention and Disposal Policy - Approved and Adopted

67.5 CPC General Privacy Notice - Deferred

67.6 CPC Emergency Plan - Deferred

67.7 CPC Co-option Policy and Procedure - Approved and Adopted

67.8 CPC Code of Conduct - Approved and Adopted

67.9 CPC Equality and Diversity Policy - Noted as Adopted

The Councillors agreed to discuss further the deferred Policies and which other Policies should be adopted by CPC.

68. To Clarify the Safety of Vehicles parking by the Fire Hydrant

Covered in 62. Matters arising from the Minutes.

69. To Discuss the relocation and enhancement of the Jubilee Stone

Cllr Tuppen proposed that the Stone is moved from its current location, to arrange for it to be enhanced and then to be placed on the wall next to the Parish map. He noted that the cost of doing all of this was minimal and that the owner of the wall had agreed to site the stone there. This was agreed unanimously.

70. To Update on the new Cornworthy Parish Council Website

A resident has been working hard on the new site which will be launched on Friday 15th September. This will have all the mandatory documents and policies as well as lots of local information and images. Cllr Tuppen proposed that the resident, who is already Webmaster for the CPC website, becomes the moderator for the CPC Facebook page when the Clerk is unavailable. This was agreed unanimously.

71. To Appoint a CPC representative to the Harris Trust Board

Cllr Tuppen asked for nominations and noted that Cllr Hunt has asked to be considered for the post in her absence. No further nominations were received so Councillor Hunt was elected.

72. To Update on CPC Finances

Cllr Tuppen said CPC has now developed a revised financial reporting system, details from which will be posted on the website on a regular basis. He noted that CPC reserves had been significantly depleted over the past two years but remained solvent. A budget for 2024/25 will set by November and the precept will be determined in December.

73. Reports

73.1 Clerk and RFO - She reported that outstanding tasks such as the VAT Reclaim, sorting out the Bank mandate and the refurbishment of the map cabinet are now complete. The new financial reporting system, new website and email system will streamline her workload moving forward.

73.2 Tree Warden – Cllr Thompson reported that an application has been made to SHDC for the tree works recommended for the Oak tree on the Green and was waiting to hear back.

73.3 Defibrillators and VETS Report – Cllr Fowler reported that everything was in working order apart from one of the head torches. Cllr Bailey reported that every household in the Parish received a VETS leaflet. Cllr Fowler noted that new pads for the Defibs will be needed in November.

73.4 Village Hall – Cllr Finn announced that the Village Hall Committee had successfully secured a £10,000 grant from ACRE Jubilee Fund. Therefore, work will be starting on a new heating and ventilation system at the end of the month. This means the Hall will need to be closed for a couple of weeks from 25th September, but everyone affected by the closure will be informed.

74.5 P3 Paths- Cllr Finn said that the resident, who for many years has completed the footpath work, has stood down due to ill health. She thanked all the volunteers who had stepped in to complete the more urgent tasks while a replacement was found. Railings and stiles have been replaced and she has been working closely with DCC to utilise their resources. She will be putting together a bid for next year's grant in February. In order to publicise the Parish's Footpath network, she also plans to include a promotional element to be included in that bid.

74.6 Parish Volunteers- Cllr Thompson noted that volunteering in Cornworthy is a part of village life and has been for a long time. Every morning someone drives to Dittisham to collect the newspapers, there are people who organise

clearing up events, Apple Day, Pie Night, the Dog Show and Coronation Celebrations. There is a resident who works tirelessly to keep the Village tidy, others who take residents to Hospital appointments and the doctors. The list of people volunteering goes unseen. The VETS scheme, Snow Warden, Tree Warden is all carried out by volunteers. The Parish benches have all been refurbished by volunteers and one resident has kindly taken on the task of looking after and cleaning all the Parish Noticeboards, Map cabinets and Defib cases. Now another volunteer is working on the CPC website. The Council celebrates the wonderful work done by so many residents which makes Cornworthy such a great place to live and for this reason will include reports from volunteers at future CPC meetings.

The next Parish Council Meeting is

Monday 16th October 2023 at 7.30 pm in the Village Hall

