



Cornworthy Parish Council

DRAFT Minutes of the Meeting of Cornworthy Parish Council In Cornworthy Village Hall on Monday 10th July at 7.30pm

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

Prior to the meeting, Sgt Neil Powers the Team Leader of the Neighbourhood Policing Team gave a brief overview of his plans and aspirations for policing in the area.

Apologies for Absence

Cllr Finn

41. Declaration of Councillors Interest

Cllr Tuppen noted that the Clerk had been contacted by a resident who felt a declaration of interest should have been made by some Councillors about items regarding the Church and the Village Hall at the last meeting. The Clerk has contacted DALC who confirmed that no rules had been broken. However, moving forward, he asked that all Councillors were careful to consider whether they should declare interests.

42. Approval of Minutes

The minutes of the meeting of 12th June were approved.

43. Matters Arising from the Minutes

The Clerk explained that the Internal Auditor had recommended that the CPC minutes should be numbered sequentially throughout the year in line with most Parish Councils, so this system has been adopted from the May 2023 meeting onwards. Cllr Tuppen noted that in item 39.3 the balance shown for allocated reserves balance was incorrect. This matter, together with proper reconciliation of the cash book with bank statements and all matters relating to compliance with regulations applicable to the Parish Council would be resolved by the time of the Parish Council meeting in October 2023. He also asked if CPC could expect a further VAT refund and the Clerk confirmed this was the case and would confirm the exact figure CPC could expect.

44. Reports from District and County Councillors

- Cllr John McKay SHDC:** Cllr McKay is on the executive for Climate Change and Biodiversity. He is setting up a group to come up with a coherent plan so anticipates that it will be six months before any real activity takes place. SHDC is working on a twelve-month strategic plan which will be presented at their September Full Council meeting. Cllr Tuppen asked how CPC could get involved in some of these plans. Cllr McKay referred to the invitation to Town and Parish Council Forum and encouraged CPC to have a representative on that.
- Cllr Jonathan Hawkins DCC:** Cllr Hawkins said he didn't have a report but was attending to help with any issues such as highways. He encouraged everyone to

report problems on the DCC website wherever possible. Cllr Bailey mentioned an incident of fly tipping in Allaleigh. The incident is on private land; however Cllr McKay will take the details and forward on to SHDC Enforcement Department

45. Local Issues

Parishioners Correspondence to Action

The Council felt a letter received from a resident relating to the Cornworthy Village Facebook page was not a Council matter so declined to discuss it further.

Devon County Council Highways

Cllr Tuppen noted there were a significant number of roadworks happening in the area. Cllr Hawkins suggested that concerns could be raised with DCC and the utility companies. Cllr Tuppen asked if Councillors could meet with the Neighbourhood Highway Officer to understand more about her work and build a good working relationship. Cllr Hawkins agreed to set up a meeting.

46. Planning

Reference:1866/23/HHO

The Councillors recommended approval.

47. Planning Decisions by South Hams District Council

Application No.: 0470/23/Part demolition of house, replacement of dwelling & associated landscaping Location: Whitestone Farmhouse, Cornworthy, TQ9 7HF – Refusal.

48. Consultations

None

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

Cllr Bailey had requested a map of all the fire hydrants in the Parish as without a map CPC cannot check them. Cllr Hubbard suggested contacting South West Water. Cllr Tuppen suggested residents in the Parish should be reminded that parking over a fire hydrant could restrict access by the Fire Service. It was agreed Cllr Bailey will update everyone on both the location of the Hydrants and CPC's role in checking them. The Clerk was asked to source a map of all the drains and buddle holes in the Parish as a matter of some urgency.

50. To Update on the renovation of the Parish benches by volunteers

Cllr Thompson reported that all the CPC benches have been identified. He has been working with a resident on repairs and then will move on to cleaning and protecting. He anticipates that this will all be completed by the September meeting. A list of all benches owned by the Parish Council is now included in the CPC Asset Register.

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

It was felt the consensus in the Village was to relocate the Jubilee Stone. Cllr Tuppen therefore proposed to investigate the feasibility and costs of relocating the Jubilee Stone and this was agreed unanimously.

52. To Report on the inspection of the Oak Tree

Cllr Thompson reported that the inspection has taken place and a written report will be available before the September meeting. Should anything urgent or dangerous be flagged up in the report it would be dealt with immediately. The report will be circulated to all Councillors.

53. To Discuss a Donation to the Cornworthy Handbell Restoration Fund

A resident explained the history behind the handbells which were donated to St Peter's Church. Unfortunately, the handles are starting to break, and they will cost £2000 to restore. So far both Cllr Hawkins and Cllr McKay have donated funds from their respective Locality funds. In total £800 has been raised and the Cornworthy Handbell players were hoping that CPC would also be able to make a contribution. Cllr Hubbard proposed that CPC make a donation to the Cornworthy Handbell restoration fund of a sum to be agreed once CPC's financial situation is clearer. This was agreed unanimously.

54. To Approve the updated CPC Asset Register

Cllr Bailey has been through all the CPC minutes from 2007 onwards and believes the Asset Register he has produced is accurate. However, there are some items that need to be removed. These are: the Bench Table under the Oak Tree, (believed disposed of in 2000), the Pauline Hartnell Memorial Picnic Bench in Charleycombe Woods (beyond economic repair), Laptop (believed disposed of in 2020), Village Hall Chairs (donated to the Hall in 2019), Chair Trolley (donated to the Hall in 2019), Flagpole (Not a Council Asset), Scanner (Whereabouts Unknown not included in the handover of CPC materials), Voice Amplifier (Whereabouts Unknown not included in the handover of CPC materials) and the Gardening Cup (Whereabouts Unknown not included in the handover of CPC materials). The Council voted unanimously to remove the items identified by Cllr Bailey from the Register. The Council then voted unanimously to approve and adopt the Asset Register.

55. To nominate attendees for the SHDC Town and Parish Forum

Cllr Bailey was nominated to represent the Parish Council at this meeting on 26th July.

56. To discuss progress on development of the new CPC website and approve budget figure of £600 to get this up and running.

Cllr Hubbard reported that CPC is working with a resident who has sourced an organisation that has an off the shelf website which is compliant and used by many Parish Councils. The cost would be in the region of £600. Cllr Thompson noted that Cllr McKay has given a Localities Grant of £500 towards this cost. Cllr Hubbard explained that the new site would have the capacity to have all policies and documents that need to be on the CPC website. He expects the new website to be ready by October. The Council unanimously approved the budget of £600 for the development of the website.

57. Finance

Receipts

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| Lloyds Bank Interest | £5.63 |
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| SHDC Localities Grant | £500 |
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Payments

To authorise the following payments:

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| C Campos June Salary | £340 |
| HMRC March PAYE | £84 |
| Clerks Expenses | £118.72 |
| Cllr Bailey Stationary costs | £50.02 |
| VET'S Leaflet Print Costs | £25.00 |

The Council approved the payments.

58. Reports

- Clerk** the Clerk noted that the map for the cabinet will need to be laminated.
- Tree Warden** – already covered.
- Defibrillators and VETS Report**
- Cllr Fowler reported that all defibs are working correctly. Registration with the Circuit and Webnos is progressing. Once this is finalised, he will share those login details so that more than one person can check the defibs and report their status. He has also produced an estimate of maintenance costs going forward. This averages out at £800 but will fluctuate. The VET's leaflet will be distributed to every household during August.
- Village Hall** – The Dog Show raised £411 for the Hall.
- P3 Paths-** A resident reported the path between East Cornworthy and The Mill is overgrown so Cllr Finn has added it to the maintenance list.

59. Update on actions arising from the AGAR Report – These were already covered under Matters Arising from the Minutes of the previous meeting.

The next Parish Council Meeting is

Monday 11th September 2023 at 7.30 pm in the Village Hall