# North Tamerton Parish Council

Minutes for the Ordinary Meeting

Monday 19th November 2018

**All meetings are open to the press and public unless the Council decides otherwise**

**1. Public question time** (15 minutes allowed for this)

No members of the public present.

**1a. To receive County Councillor’s report on Matters Arising**

CCllr Chopak reported as follows:

* Three Urgent Care Centres had been previously announced, with Stratton being fourth on the list. Land has been donated to Stratton Medical Centre for a new premises, subject to planning permission.
* Chris Sims the Community Link Officer for Launceston and Bude will no longer be covering Bude. The new Community Link Officer for Bude is Zoe Burnard Johns.
* CCllr Chopak had spoken to the planning department regarding replacing the shed currently outside the Parish Hall. If the structure is to be replaced on a like for like basis, then no planning permission is required. If the footprint is to be increased or windows added, then an application under permitted development would be needed. A formal pre-application enquiry will be made in due course.

**2. The Opening, Councillors present**

The Meeting was opened by the Chair, Cllr Beesley with Councillors present; Cllrs Gerry, Willetts, Bluett and Ravenscroft. CCllr Nicky Chopak. Beth Sachs – Clerk.

**3. Apologies for absence with reasons**

Cllr Harper – Personal

Cllr Snowden – Family Reasons

**Proposed: Cllr Beesley Seconded: Cllr Gerry unan 18/040**

**4. Declarations of interest & dispensations**

None

**5. To receive and approve the Minutes of:**

Ordinary Meeting Monday 15th October 2018

It was **resolved** that the Minutes be confirmed as an accurate record

**Proposed: Cllr Willetts Seconded: Cllr Ravenscroft unan 18/041**

**6. To receive Clerk’s report on Matters Arising:**

None

**7. Planning**

Any late applications received will be discussed under this section

**7a. To discuss and make a Consultee comment on Application:**

None

**7b. Decisions**

**PA17/10684** – **Notification for prior approval for a proposed change of use of agricultural building to a dwellinghouse (Class C3) and for associated operational development** – Land at West Ditchen, Boyton, Launceston – Mr and Mrs Bruce Newport – **Appeal Dismissed**. No costs claimed.

A member of the public raised the issue of static caravans in the parish with Cllr Gerry prior to the meeting. CCllr Chopak will report this to the relevant department at Cornwall Council.

An unauthorised access onto the highway had been reported within the parish. A Cornwall Council enforcement officer had carried out a site visit and historical assessment and deemed the access to be permitted development with no further action required.

**8. Portfolio Reports:**

**Transport & Roads –** In the absence of Cllr Snowden, Cllr Beesley gave a brief update on the meeting with Oliver Jones from Highways.  Mr Jones had already reviewed the road network and was content something needed to be done. He described the current 30mph zone as a “nonsense zone”, probably based on old regulations. Suggested pinch points, a 40mph limit outside the 30 and a longer 30mph stretch were discussed and Oliver Jones was content with all suggestions. A radar monitor would probably be used to gauge the scale of the issue. Designs for the highways improvements should be available early in the new year for the Parish Council to review. The works are likely to be completed by the end of 2019.

**BAN** – Nothing to report.

**Parish Hall –** Cllr Willetts explained that the next stage of works to be carried out would be the heating and electrics. The Parish Hall Committee are currently obtaining quotes.

**Planning –** Nothing to report.

A new ‘IT’ portfolio report was proposed to be added to the agenda for future meetings, exploring ways to utilise internal skills to improve the North Tamerton Parish Council website and associated IT infrastructure.

**Proposed: Cllr Beesley Seconded: Cllr Gerry unan 18/042**

**9. Correspondence**

CALC Newsletter – noted

Bude Community Chest Celebration Event Invitation – email forwarded 12/11/2018. It was agreed to look into applying for a Community Chest grant for works to the phone box, namely fitting a solar panel to the roof in order to power the defibrillator. The Clerk will look into costings and report back.

**10. Agenda Items**

1. To **discuss** and **resolve** on grant applications – No new grant applications received.

2. To **discuss** and **resolve** on the Neighbourhood and Emergency Plans – It was agreed to roll the Neighbourhood Plan forward as an agenda item at the next meeting. With regards to the Emergency Plan, the Clerk will circulate examples of best practice and Cllr Beesley and Cllr Willetts will form an informal working group to draft a document. CCllr Chopak reminded the Council of the need to comply with GDPR and also the requirement to keep the document up to date.

3. To **discuss** and set out the **‘**Your Parish Council’ Article for TT and photo’s – A discussion was had on the contents of the Parish Council minute ‘highlights’ submitted to the Tamerton Times. It was felt it would be prudent to include planning application information from now on. Parish Councillors would also take it in turns to write a more in-depth article for the Tamerton Times on a rota basis, to provide information on current projects the Parish Council are working on.

4. To **discuss** and **resolve** moving the Parish noticeboard – It was resolved to move the noticeboard to the

front of Victory Hall. Cllr Beesley would undertake this work.

**Proposed: Cllr Beesley Seconded: Cllr Ravenscroft unan 18/043**

5. To **discuss** and **resolve** issuesrelating to document storage and the location of archive material – The issue of online document storage was discussed and it was resolved that the Clerk should purchase an external hard drive. Filing cabinets in the hall could be utilised for document archiving, subject to fitting a new lock.

**Proposed: Cllr Beesley Seconded: Cllr Gerry 18/044**

6. To **discuss** the budget and **resolve** to precept – The budget and precept for 2019/20 were discussed and it was resolved to keep the precept at the same level as last year. Quarterly reports would now be produced by the Clerk.

**Proposed: Cllr Beesley Seconded: Cllr Gerry unan 18/045**

7. To **discuss** grass cutting grant – The grass cutting grant is due to be received shortly and will be used to fund grass cutting and strimming around North Tamerton.

**11. Accounts**

**11a. Balances 31st August 2018**

Current Account £8,013.94

Deposit £5,004.83

Community Benefit Balance £7,963.66 (C/a & D/a) tbc

**11b. To Approve Accounts for Payment including:**

Clerk (outgoing) Wages, Mileage & Expenses Chq £128.53

CALC training (new clerk) Standing Orders Chq £36

Grass Cutting Chq £350

**To Note Income**

None

It was **resolved** to approve the accounts for payment.

**Proposed: Cllr Beesley Seconded: Cllr Bluett unan 18/046**

**12. Items for December Agenda**

Remembrance Bench

Emergency Plan

**The next meeting of the Parish Council will take place on Monday 17th December 2018 at 19:30**

**The meeting closed at 21:05**