

BRENT KNOLL PARISH COUNCIL

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Clerk to the Parish Council

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Minutes of the of Brent Knoll Parish Council meeting that was held at the Parish Hall on **3rd July 2019** commencing at 7.00pm when the following business was transacted.

Present: Councillors Cllr M Borland, Cllr W Camp, Cllr R Filmer, Cllr B Freestone, Cllr J Harper, Cllr A Hurkett, Cllr D Sturgess, Cllr C Townsend, Cllr C Trivett Bill, Owen Cullwick Clerk and 10 members of the public

"Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal opportunities (race gender, sexual orientation, marital status and any disability) Crime disorder and Human Rights.

The Parish Council has agreed to film all public meetings in accordance with the legislation Draft Regulations laid before Parliament under section 43(3) and (4)(i) of the Local Audit and Accountability Act 2014.

Prior to the start of the meeting 3 members of the public raised questions to the Council which were covered on the agenda or added to July for consideration.

52/19: APOLOGIES FOR ABSENCE

Apologies received and accepted from Cllr N Summers and Cllr D Knott

53/19: TO RECEIVE DECLARATIONS OF PREJUDICIAL AND PECUNIARY INTEREST

Cllr Filmer declared a personal interest on matters relating to Sedgemoor and County as the elected Councillor for the District and the County. Cllr R Filmer declared a prejudicial interest on matters relating to the village shop

CONFIRMATION OF MINUTES

54/19: The minutes from the meeting on the **5th June 2019** accepted as a true record of the meeting proposed and seconded and approved unanimously by those who attended the previous meeting.

55/19: Mike Scholar the local speed watch co-ordinator outlined the current structure of the speed watch activity in the area and identified the process for obtaining new groups and membership in Brent Knoll. It was confirmed that there has been some local interest and Mr Scholar agreed to send the appropriate links to the clerk

56/19: PLANNING CONSIDERATIONS

There were no Planning matters for consideration at this meeting

Signature of Chairman

57/19: COUNTY AND DISTRICT COUNCILLOR REPORT

Cllr Filmer updated the Parish Council on the following matters

District: Work on the ROF Site is due to commence there is a potential 3-4000 jobs likely on this awaited project.

Significant number of large applications in line with the local plan period to 2032 and these are being submitted early in the plan period

County: Shortage of Foster Carers and new schemes being introduced to help with recruiting and referrals.

The County remain in Red Flag Status on the financial stability for the County however matters are moving in the right direction and borrowing levels becoming more in line with Audit requirements

58/19: Footpaths Report

- (a) Hill Field behind the Cider Farm has a gap near the top and requires a Kissing Gate. Chris East will be contacted by Colin Townsend
- (b) The two areas Lower part of Knoll footpath behind church up to first kissing gate and first kissing gate to second gate repairs needed to post and rails a quote for the work has been provided at a cost of £890.00 + Vat.
- (c) Vegetation cutting from Church Road to the metal kissing gate at the top of the Knoll Quotation received of £180.00+ Vat
- (d) A request from R Mills Roberts for a contribution from the Parish Council for two metal kissing gates on a newly constructed footpath adjacent to the church. The Parish Council has now received a quotation for the work to install the provided gates of £280.00 + Vat

It was resolved to approve the above figures which total £1350.00 + Vat and to submit a works order for the work to be carried out at the earliest period.

- (e) Signage required in Battleborough Lane directing walkers to the Stile and avoiding areas of Animal activity quotes to be arranged for Posts and Signage

59/19: Highways Report

Work on Harp Road due to be completed ahead of Schedule

60/19: Village Green/ Toilet Block and Car Park

Toilet Block: Clerk to contact Karen Barnes to request brushes and mirrors and sanitary bins in the ladies toilet block.

Car Park: Significant weed growth around the areas of the car park and toilet block enquiries to be made about a treatment specialist to deal with these matters

The Locks on the gents Cubicle have now been fixed.

The Village Green:

The Rhyne boundary is of major concern and has been the subject of previous discussions and a resolution to meet Matthew Wall of the drainage Board with Cllr Harper was
Signature of Chairman

approved. Once this meeting has taken place a full report of the issues surrounding the safety and function of this area will be submitted.

The fencing on the left hand side of the green is as previously reported in a very poor state and the posts supporting the timber fencing have broken in places. The chain link fencing in front of this is in very poor condition. Some future decisions will need to be taken on this matter. Defer.

61/19: GB Sports report

There are a number of matters that have been identified on the monthly reports as low risk however there are matters of greater priority that need quotations for repair or replacement. Colin Lewis of GB Is prepared to meet with a group of members to identify the key issues for a quotation to be submitted.

62/19: Parish Surgery

There was one member of the public who visited the surgery to discuss the issues on the right of the green and the Rhyne issues.

63/19: Police/Crime/Speed watch /SID report

SID Discussed later in the minutes the crime report pre circulated to members prior to the meeting

We also have a volunteer prepared to come forward to assist the village with the speed watch programme. Details of that scheme will be sent to the resident who has offered.

64/19: Clerks Matters

The clerk reported to members that a previously owned 10 year old Laptop has now ended its useful life and will be written off the hard drive removed before being given to a Charity. It was further decided to investigate the purchase options on a new lap top for consideration later in the year. Also trial period for more focussed hours by Clerk as published.

65/19: Financial Considerations and decisions

To approve the statutory payments Listing as previously circulated to members in **April 2019**

To Include

Total of Statutory payments for July 3rd 2019

As agreed April 3rd 2019

£ 1562.60

Other variable payments

Clerks Expenses / Allowance Period April to June 2019	£ 308.69
Memorial Stone Cleaning	£ 250.00
Contested Election fees for May 2 nd 2019	£ 1264.67
E'on Energy Account	£ 35.33
Memorial Stone Cleaning	£ 250.00

Payment approved but presentation deferred until job completed

Richard Mills Roberts contribution to Kissing gates **£ withdrawn**

This payment will now form part of a works order to complete

The work by Mike Watts and Paid on completion

66/19: It was resolved to make these payments

Signature of Chairman

Statutory Payments for August to be submitted **5th August**
 As there is no payments meeting in August

£ **1562.60**

67/19: It was resolved to make these payments after August 5th 2019

68/19: MATTERS OF CONSIDERATION

(a) SID Replacement and other speed reduction options

The meeting agreed to involve Richard Ibrahim from the public gallery who has co-ordinated the Speed Indicator device project over recent years.

The Parish Council discussed some speed mitigation ideas from members to include calming measures through the village. These are matters for ongoing consultations and discussions at future meetings however a decision was made to purchase a new SID Unit at a cost of **£2,000.00** including a USB Downloading of data facility and batteries the purchase should also include 5 clamps this purchase was proposed seconded and voted on unanimously.

(b) Housing Development History

Cllr Filmer Gave a brief and concise background to recent decision and process for affordable housing needs in the village. This was to provide new members with accurate details of how the two recent affordable applications came before the Parish Council. Members agreed that this was helpful and answered the questions that have been raised.

(c) Planning Group Terms of reference and operational guidelines

A new planning group was elected at the June meeting and a set of guidelines that have been previously drafted were discussed and with one small amendment were proposed seconded and unanimously approved by the Parish Council.

(d) Councillor Training at the District Council

A recent invitation for members to attend planning training was previously circulated to members with two dates on offer. There are still 5 members not registered to attend including 2 new members and 2 on the planning team.

18th July: Cllr John Harper, and Cllr Cynthia Trivett Bill

30th July: Cllr D Sturgess Cllr C Townsend

Details of these sessions will be forwarded in due course and Sedgemoor will be notified of the names attending

A recent invitation for members to attend a Code of Conduct training session on the following two dates

10th September: Cllr Townsend and Cllr Sturgess

18th September: Cllr Filmer

However in view of the need for all members to attend this vital training the Parish Council has been offered a local session dates to be agreed for all members of the Parish Council in Brent Knoll this would be run by Melanie Wellman the SDC Monitoring Officer. The Clerk will investigate this option and will try and get a date suitable for all members.

(e) Church Support and Support for the Village Shop

Cllr Filmer left the meeting for the first part of this discussion having previously declared a Pecuniary Interest.

The Parish Council are aware of the need to support the village shop in order to protect its future and this was publicly stated at this meeting.

Cllr Filmer returned to the meeting after this discussion

The Parish St Michael's Church is currently undertaking a major project for significant roof and associated repairs. The Parish Council has recently written to the Parochial Church Council to offer non financial support for this project this will assist the process of the church being able to secure grant funding from various sources. The Clerk did point out that financial support for the fabric of the Church building is not allowed, however the churchyard is maintained and regularly cut and financed by the Parish Council and. as this is a public area and does not fall within the guidelines and rules laid out on general funding

(f) General Communications / emails and Media Policy

The new Parish Council is currently getting to grips with the best way to communicate among members bearing in mind the transparency required in keeping our work in front of the public. There have been a number of emails circulated in the past 4 weeks which constitute on going debate which should be the subject of a Parish Council meeting. However it was generally felt that most of this email traffic was generated in order for new members to get a fuller understanding of the issues that need some clarity.

Members decided that emails should be curtailed as much as possible and if there are matters that require more detail can be added to the agenda for a forthcoming meeting. This will also help those members who for a variety of reasons either do not have an email access or use it in a limited way. All emails on substantive issues should **if needed** be sent to the whole Parish Council and copied to Clerk.

Media Policy: Cllr D Sturgess is currently working on a document to be pre circulated before the September meeting relating to access to the media and communicating the Parish Councils updated matters.

(g) Village Green Surroundings / Play Equipment / Car Park etc

- (1) Matthew Wall to meet with Cllr Harper
- (2) GB Sports to meet with a small group of members
- (3) Jason May to be asked to quote for Spraying/ weeding and increased cutting in front of Toilet Block
- (4) Cllr Harper given a budget of £50.00 to arrange warning signage for the Rhyne
- (5) Further consideration to be given to the fencing issues on the left of the green4
- (6) Jason to cut bushes in front of the green

69/19: MATERS OF REPORT (and items for September)

Under 5 year old facilities on the green

Media Policy

Apologies for Sept (Cllr's Hurkett Camp and Townsend)

Audit group meeting deferred to 2nd October

NEXT MEETING

The Next meeting of the Parish Council will be the **on the 4th September** a Parish Surgery will take place at 4.30pm – 6pm Provisional meetings planned if needed **on 7th August and 21st August** (no surgery on these dates)

Meeting Ended 10.15pm