

ST MARTIN- BY- LOOE PARISH COUNCIL

MINUTES FOR THE PARISH COUNCIL MEETING AT 7.30PM. ON THURSDAY 7th DECEMBER 2023 AT NO MAN'S LAND MEMORIAL HALL.

Attended by:

Chairman: Robert Henly.
Vice Chairman: Roberta Powley,
Parish Councillors: Simon Lawes, David Keeble.
Charles Hyde Parish Clerk and RFO
County Councillor Armand Toms.

Public Question Time and Councillors Comments on Declared Interests:

Question raised about the Pre app posted outside Bay View Farm – This is for the conversion of a barn to living accommodation for the site manager. The Chairman stated the Parish Council are not consulted on Pre Applications and as this is probably a Q Class application, it will be permitted development.
The Clerk will look into this.

Agenda Item 1: Declarations of Interest:

None declared.

Agenda Item 2: Apologies for absence:

PCSO Dave Billing.
Parish Councillors: Barbara Reynolds, Jill Spicer, Andrea Lankston.

Agenda Item 3: Minutes of the Parish Council Meeting:

3.1.1: Minutes for the Parish Council Meeting held on 2nd November 2023 It was not possible to approve the minutes as there are not enough attendees at this meeting. They will be represented at the January 2024 meeting.

Agenda Item 4: Planning Applications:

None received.

Agenda Item 5: Planning Decisions received by the date of the meeting:

5.1.1: Application No: **PA23/08498**

Proposal: Certificate of lawfulness for the existing use of amenity space associated with the caravan park including storage and recreation uses.

Location: Looe Country Park Caravan And Campsite, Bucklawren Road, No Mans Land ,Looe PL13 1QS.

Applicant: Ms Jill Spicer.

Cornwall Council Decision: Granted (CAADs, PIPs and LUs only).
Noted.

Agenda Item 6: Planning Matters:

None to discuss.

6.2: Correspondence:

Forwarded by email where possible.

Agenda Item 7: – Finance.

7.1.1: Summary of Accounts.

Reconciled balances date 29/11/2023.

Opening Bank Balances 1 st April 2023	£25,430.67
Income to date	£13,174.92
Expenditure to date	£9,081.69
Balance to date	£29,523.90

7.2: Accounts paid in November 2023.

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks October expenses.	50.00
BACS	Cornwall Council – Clerks Salary October 2023.	649.98
BACS	Adobe Software to convert PDF's for Parish Magazine	21.14
BACS	B Reynolds – from Community Garden grant held by PC	9.98
BACS	Office rental and energy costs (Annual charge)	600.00
BACS	CPRE Annual Subs	36.00
	Total	1367.10

7.3: Income in November 2023.

26-Oct-23	B Reynolds AD REVENUE	£	15.00
20-Nov-23	R Stead AD REVENUE	£	30.00
30-Nov-23	Bond Interest	£	63.08
	Total	£	108.08

It was proposed by Councillor Keeble, seconded by Vice Chairman Powley that Items 7.1, 7.2 and 7.3 are ratified. ALL AGREED.

7.4: Requests for Funding received by date of meeting.

None received.

7.5: Receipts and letters of thanks received by the date of the meeting.

None received.

7.6: Financial Business.

7.6.1: Clerk's Annual Salary Review – Currently paid SCP 27, £13.51 per hour, 11 hours per week, =£148.61. Plus £600 per year energy allowance and £50.00 per month telephone and internet package. Mileage rate 45p (HMRC maximum before expenses become taxable). NALC recommended rate for SCP 27 in 2023/24 £18.58 per hour, 11 hours per week, = £204.38. + 38%.

Clerks recommendation – Increase to £14.50 per hour, 11 hours per week, = £159.50. + 7%. Plus £600 per year energy and home use allowance (unchanged) and £50 per month telephone and internet package (unchanged).

Discussion ensued, and it was proposed by The Chairman, seconded by Councillor Keeble to increase the hourly rate to £15 per hour from April 2024, this is an 11% increase. Well below the NALC rate for the SCP 27 recommended rate.

7.6.2: Parish Council Reserves and Budget Setting for the year 2024/25 – The Parish Council currently holds £29,523.90 in the bank to pay for budgeted expenditure and allocated reserves including for emergency and unexpected expenditure. The allocated funds need to be reviewed with additional items added to ensure the Parish Council can continue to function.

Remaining reserves should change to:

£10,000 for the play area.

£500 for unexpected election costs (mandatory).

£12,500 for emergencies, unexpected and non-precepted expenditure. (Equivalent to one years precept, (maximum allowed to hold).

7.6.3: End of calender year finance report – Presented by the Clerk.

7.6.4: 2024/2025 Precept – The draft precept, as prepared by the Clerk was discussed.

£800 to be deducted as agreed last year to reduce Parish Council's reserves.

Discussions ensued, and it was proposed by Councillor Lawes, seconded by Councillor Keeble to agree a precept of £12,366 for the 2024/2025 financial year. Also, to accept the Clerks recommendation for the allocation of reserves. ALL AGREED. (Also agreed by telephone with Councillors Reynolds and Lankston).

7.7.1: Accounts to be paid in December 2023.

It was proposed by Vice Chairman Powley, seconded by Councillor Keeble that the following be authorised for payment. ALLAGREED.

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks November expenses.	50.00
BACS	Cornwall Council – Clerks Salary November 2023.	649.98
BACS	Duchy Defibrillators Annual fees	372.00
BACS	Western Web Ltd – Annual renewal of web space	114.00
	Total	1185.98

Agenda Item 8: Reports on Matters arising from the Minutes.

8.1.1: Bus Shelter Lighting – A solar light for the entrance to the bus shelter is acceptable and would cost approx. £35.

Discussions ensued, and it was agreed to purchase a solar light for the bus shelter. The Clerk will source and purchase.

8.1.2: Buses Not Stopping – Email received from Citybus.

Good Afternoon Mr Hyde,

Thank you for contacting Go South West.

Your complaint, GCBPC 0581, has been investigated and consequently closed.

This is regarding the performance of the 73 service.

Unfortunately, the reduction in service was due to low passenger usage. We know exactly how many passengers are getting on services, and which services consistently show lower passenger numbers. In this climate, it is simply not viable, financially nor environmentally, to be running services with very few passengers on board.

Additionally, it is not the case that SE Cornwall buses are the older vehicles.

In fact, when we made the bid for the routes, the Cornwall Council made it a stipulation that the new routes would be serviced by newer vehicles, and not second-hand ones from Plymouth. Breakdowns are sometimes unavoidable, and the newer buses are often more complicated to fix, which is why we get issues.

This week has been a difficult one and we know there was one breakdown, with the additional weather disruption, we do appreciate there has been plenty of disruption.

We do apologise for this and expect it to be better going forward.

Best wishes,

Shanelle. **Customer Experience Team Plymouth Citybus**

Also Email received from Cornwall Council which is hoped will help drivers see the bus stop.

Good morning,

I would like to advise you that the works to add the Bus Stop Road markings have been planned for 13th November 2023. If this should change, we will of course let you know.

Kind regards.

Chris Deakin | Senior Transport Officer- Bus Operations

Cornwall Council | Sustainable Growth and Development| Transport Coordination Service

8.1.3: Darkness of the road by the bus stop and crossing –

Quote received from Cornwall Council.

Hi Charles,

I would have thought something in the region of £750, there is a National Grid pole on the other side of the road that could be used if they agree but in my professional opinion a singular light can make things much more difficult for drivers, affecting night vision, casting shadows, making some objects more difficult to see, especially on a fairly major road junction. Always better and wiser to light the whole area/junction properly.

Kind regards,

Mark Vincent.

ITC Operations Officer

Transport & Infrastructure

Economic Growth and Development

Cornwall Council

Discussions ensued, and it was agreed to see what difference the new solar light will make to the footpath.

8.1.4: Millendreath Noticeboard – A quote is being prepared for a Weatherproof UPVC Window type noticeboard at Millendreath, the quote is from Weatherproof Systems Ltd, Millendreath, Mr. Terry Luscombe, who is liaising Simon Lawes.

Quote received: £500 plus VAT for a UPVC Opening window mounted on a backboard with a cork back and legs, included is installation.

Discussions ensued, and it was proposed by Vice Chairman Powley, seconded by Councillor Keeble to accept the quote. ALL AGREED. Councillor Lawes will liaise with the contractor.

Agenda Item 9: Business received after publication of agenda:

None received.

Agenda Item 10: Information received from CC and other Authorities:

10.1.1: Cornwall Council.

Newsletters and Special Bulletins and Notices sent by email.

10.1.2: Other Authorities.

None received.

Agenda Item 11: New Business:

11.1.1:

2024 Meeting Dates.

January 11 th	Parish Council Meeting.	7.30pm.
February 1 st	Parish Council Meeting.	7.30pm.
March 7 th	Parish Council Meeting.	7.30pm.
April 4 th	Annual Parish Meeting.	7.15pm.
	Parish Council Meeting.	7.30pm.
May 2 nd	Annual Parish Council Meeting	7.15pm.
	Parish Council Meeting.	7.30pm.
June 13 th	Parish Council Meeting.	7.30pm.
July 4 th	Parish Council Meeting.	7.30pm.
September 5 th	Parish Council Meeting.	7.30pm.
October 3 rd	Parish Council Meeting.	7.30pm.
November 7 th	Parish Council Meeting.	7.30pm.
December 5 th	Parish Council Meeting.	7.30pm.

Agenda Item 12: Around the table:

Councillor Lawes:

Simmonds Lane, Millendreath – The abandoned highway has disintegrated, and the surface debris is being washed all over May Lane when there is torrential rain. The field waters now channel all the way down the lane causing flooding further down the lane.

May Lane Flooding – The highway by the Millendreath sign was flooded so deep the contractors who attended could not find the drains to clear, this is a combination of blocked drains and the issue with Simmonds Lane.

The Clerk will contact Cormac and request a site meeting with William Glassup.

Councillor Keeble:

Fingerpost at Bucklawren – This has rotted and is now leaning. The Chairman will take a look and see if it can be repaired.

Vice Chair Powley:

Holland Road Drains – The drain at the end of the cul-de-sac at Holland Road is blocked and the remaining drains could do with clearing out.

The Clerk to contact Cormac.

Great Tree Flooding – The floodwater was very deep and caused traffic chaos. County Councillor Armand Toms has reported this.

St Martins School Trust – Has awarded 5 grants of £300 each to 5 children in the Parish. This has been made possible by our donation from The Turnpike Trust.

The Chairman:

Road Sign – Junction of Bucklawren Road and the B3253 – The Chevron sign has been damaged by a vehicle. The Clerk to report to Cormac.

County Councillor Armand Toms:

Nothing raised.

PCSO Dave Billing:

Police Report - During the month of November 2023 there were no crimes reported to Devon and Cornwall Police for the Parish.

We have been patrolling the parish at various times and it all seems to be in order.

I would like to take this opportunity to wish you all a very merry Christmas and a Happy New Year.

Date and Time of Next Meetings: Thursday 11th January 2024 **Parish Council Meeting** at 7.30pm at the No Man's Land Memorial Hall.

There being no other business the meeting closed at 9.35pm.