

**MINUTES of the Deviock Parish Council PLANNING COMMITTEE
MEETING at DOWNDERRY METHODIST CHURCH,
on THURSDAY 24th October 2019 AT 6.30pm**

PRESENT: Cllrs. Ms. M. E. Temlett (Chair), Mr. D. Parry, Mr. J. Croft, Mrs. A. Thorpe and
Mr. M Gibbons
Karen Pugh (Parish Clerk)

1 DECLARATIONS OF INTERESTS AND DISPENSATIONS

1.1. To receive declarations of interest from councillors on items on the agenda

None were received.

1.2. To receive written requests for dispensations for disclosable pecuniary interests (if any)

None were requested.

1.3. To grant any requests for dispensations as appropriate

None were made.

2. 10 MINUTE PUBLIC PARTICIPATION PERIOD, for Public comment on the items below.

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies had been received from Cllr B Lloyd (family commitment), Cllr S Parry (work commitment), Cllr A Robinson (family commitment) and Cllr J Candy (work commitment). Cllr H Brockbank had previously stated she may arrive late to Planning meetings due to work commitments.

A **proposal** to accept apologies was made by Cllr A Thorpe, **seconded** by Cllr D Parry and **agreed unanimously** by the meeting.

4. PLANNING APPLICATIONS: Received by the date of the meeting:

4.1. PA19/06047 Guardian Industrial (UK) Ltd

Land South Of Alta Vista Hessenford Road Seaton Torpoint Cornwall PL11 3JL

Construction of two three-bedroom houses with variation to conditions 2 and 3 of application no. PA15/05982 dated 03/02/16.

(Planning Officer: Jonathan Luker)

After a short discussion, Cllr D Parry **proposed to support** the application; this was **seconded** by Cllr J Croft and **agreed unanimously** by the meeting.

5. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA

5.1. PA19/08883 Mr R Bunyard

1 Tregunnick Lane Seaton Torpoint Cornwall PL11 3JT

Erection of domestic garage with associated works

(Planning Officer: Josep Sandercock)

Having reviewed the planning documents provided, a **proposal to object** to the application was made, on the grounds of overdevelopment and encroachment over the boundary line and footpath.

This was **proposed** by Cllr J Croft, **seconded** by Cllr A Thorpe and **agreed** by the meeting. There was one abstention.

6. PLANNING DECISIONS**15.10.2019 PA19/07349 APPROVED**

Applicant: Mrs R Open

Location: Balmain Keveral Lane Seaton Cornwall PL11 3JJ

Proposal: Provision of new car parking space on existing plot.

7. PLANNING APPEALSNone received as at 23rd October 2019.**8. PLANNING CORRESPONDENCE**None received as at 23rd October 2019.**9. URGENT BUSINESS ADMITTED BY THE CHAIR**

No urgent business was admitted.

10. MATTERS RAISED BY MEMBERS FOR POSSIBLE INCLUSION ON NEXT AGENDA

Matters to be discussed at the next full Council meeting: Millennium benches and multi-tree felling at Buttlegate.

There being no further business, the Chair closed the meeting at 6.40pm.

WEBSITE

FROM THE PARISH COUNCIL

**MINUTES of the Deviock Parish Council FINANCE & GENERAL
PURPOSES COMMITTEE MEETING at
ST. NICOLAS CHURCH, MAIN ROAD, DOWNDERRY,
on THURSDAY 24th OCTOBER 2019 at 6.40pm**

PRESENT: Ms. M. E. Temlett (Chair), Ms. H. M. Brockbank (from 6.45pm), Mr. D. Parry and
Mr. J. Croft

Also in attendance: Cllr. Mrs. A. Thorpe, Cllr M Gibbons and Ms K. Pugh (Parish
Clerk)

10 MINUTE PUBLIC PARTICIPATION PERIOD

No members of the public were present.

1. DECLARATIONS OF INTERESTS AND DISPENSATIONS

1.1. To receive declarations of interest from councillors on items on the agenda
None had been received.

1.2. To receive written requests for dispensations for disclosable pecuniary interests (if any)
None had been received.

1.3. To grant any requests for dispensations as appropriate
None had been requested.

2. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs B Lloyd (family commitment), J Millidge (work commitment),
S Parry (work commitment), J Candy (work commitment) and A Robinson (family commitment).

A **proposal to accept** these apologies was made by Cllr A Thorpe, **seconded** by Cllr D Parry and
agreed unanimously by the meeting.

3. PAY & CONTRACTS REVIEW

3.1. Parish Clerk

Anticipated costs for employing the Parish Clerk for the period 2020/21 were presented.

A national agreement regarding the NALC/SLCC hourly rates for 2020/21 had not yet been agreed,
so an estimated 1% increase was included in the budget in addition to a one spinal point increase
(from SCP 9 to 10). Including N.I. & pension contributions and mileage expenses, the Clerk
submitted a total gross figure of **£13,018**.

It was agreed to recommend the figure of £13,018 for the purposes of budgeting for 2020/21
expenditure.

3.2 Cleaning Contract 2020/21 (John Bird) (covering *Downderry Public Conveniences,
Downderry & Seaton Bus Shelters & the Parish Office*)

Given Mr Bird's pleasing work and dedication, and in order to keep the rate of pay in line with the
proposed official National Living Wage from 1st April 2020, the Clerk recommended a 2.6% increase
in Mr Bird's contract hourly rate for 2020/21 to (£8.67 per hour).

After discussion, it was **agreed** that the hourly rate be increased to £8.67 (being the proposed
National Living Wage from April 2020), which brings the revised total contract value for 2020/21 to
£6,849.30.

Cllr D Parry **proposed** that the Committee agree the increases in all payments as outlined in the
Pay and Contracts Review; this was **seconded** by Cllr J Croft and **agreed unanimously** by the
meeting.

4. BANK RECONCILIATION for Half Year ending 30th September 2019

The Clerk presented a bank reconciliation for the half year ending 30th September 2019, highlighting a small discrepancy (excess) of £40 that would need to be resolved prior to audit.

The Councillors noted the half year bank reconciliation and minor discrepancy.

	30/09/2019		30/09/2019
Bank Accounts:	£	Cash Book:	£
Barclays Bank: -			
Community	1,000.00	Brought Forward 31/03/2019:	140,171.48
Business Premium	26,440.20		
Base Rate Reward	61,698.37	Receipts	42,190.92
Lloyds B.G. Fixed Term Deposit	67,278.59		
		Payments	27,096.41
£	156,417.16	Carried Forward £	155,265.99
Cheques Outstanding:			
102454: Cllr. S Parry	157.80		
102485 Parish Magazine	117.00		
102486 PWS	113.44		
102487 PWS	81.07		
102488 PWS	61.06		
102491 SLCC	118.80		
102495 Duchy Defibrillator	192.00		
102496 Green Scheme	270.00		
£40 unaccounted for	40.00		
C/O Subtotal:	1,151.17		
Balance C/F £	155,265.99		

5. TO DECIDE A RECOMMENDATION FOR THE PARISH PRECEPT FOR 2020/21

The Clerk had prepared a draft budget for 2020/21 of £38,518, a small reduction when compared with the 2019/20 figures provided. The reduced employment figures largely relate to new clerk costs when compared with a highly experienced clerk.

The Committee discussed various figures in the draft budget. As part of the discussion, the Clerk asked whether additional funds should be included for the potential replacement of one handwash unit in Seaton public toilets given the age of the three existing units. The Councillors agreed that this would be acceptable.

An additional £2,000 was therefore added to the Public Toilets line of the draft budget, bringing the total proposed budget to £40,518, which represents 0% change over the 2019/20 budget.

Cllr D Parry **proposed that the recommended Precept request for 2020/21 should be £40,518**; this was **seconded** by Cllr J Croft and **AGREED** by the Committee as the recommendation to the Parish Council for submission as the required precept to Cornwall Council. (Appendix 1).

There being no further business, the Chair closed the meeting at 6.50pm.

APPENDIX 1**DEVIOCK PARISH COUNCIL – DRAFT PRECEPT 2020/21**

All figures are ex.VAT

GENERAL EXPENSES:

Clerk's Gross Salary

Council's NI Contribution, etc.

Council's Pension Contributions

Clerk's Mileage Allowance

Administration Exp.

Chairman's / Members' Expenses

Training

Audit & Internal Audit Fees

Insurance

Hall Hire & APM

Subscriptions & Publications

Grants / Gifts / Donations

S.137

Seats / Notice Boards, etc. *(reduced from £1000 figure)*

Outdoor Gym & Boules Piste Safety Checks

Parish Magazine

Bank Charges

Election Expenses

Defibrillators (Dowderry & Seaton)

Public Toilets (Dowderry & Seaton)

TOTAL OF GENERAL EXPENSES**GRANT ASSISTED EXP:**

Parks & Open Spaces

Burial Purposes

Lighting

Neighbourhood Plan

Public Rights of Way Maintenance (less CCC Grant)

TOTAL OF GRANT ASSISTED EXPENSES**OTHER EXPENSES:**

Public Conveniences Maintenance Fund

TOTAL OF OTHER EXPENSES**2020/21 PRECEPT**

	£
9,946	
684	
2,188	
200	
3,000	
1,400	
650	
450	
800	
600	
700	
500	
100	
400	
1,000	
1,200	
0	
300	
1,000	
12,000	
	37,118
1,000	
0	
0	
1,000	
400	
	2,400
1,000	
	1,000
£	40,518

FOR THE PARISH COUNCIL WEBSITE