

St Mellion Parish Council Meeting

Tuesday 26th May 2015 at 6pm in the Church Hall, St Mellion

Minutes

In attendance: Cllr Ken Henley (KH), Chair; Cllr Ian Waite (IW), Vice Chair; Cllr Anita Brocklesby (AB); Cllr Steve Crook (SC); Cllr Jean Dransfield (JD); Cllr Geoffrey Postles (GP); Christine Douglas (CD), Clerk to the Parish Council

Ten members of the public (some part-time)

1. Councillor matters

1.1 To receive apologies for absences

None.

1.2 To receive declarations of pecuniary interests

IW declared a pecuniary interest in item 6 as he is the applicant; and in item 7 as his property is adjacent to plot 6 and the septic tank is sited on this land.

KH declared a pecuniary interest in item 6 as he is IW's neighbour; and in item 7 as his property is adjacent to plots 5 and 6, and the property's septic tank is sited on plot 6.

1.3 To receive declarations of non-registerable interests

SC declared a non-registerable interest in item 6 as he is a close friend of the applicant.

1.4 To approve written requests for dispensations

None.

As per Standing Order 3b., KH postponed item 6 to the end of the meeting so that SC could be involved in item 7 before leaving the meeting.

2. Questions from the public

None.

3. Parish Council website: to discuss proposals from three website providers with a view to appointing one of them

It was proposed by GP, seconded by SC and **RESOLVED**

To appoint WesternWeb Limited of Lamerton as website provider to the Parish Council.

Discussion CD had pre-circulated proposals and terms and conditions from three providers, a one page comparison of these, plus the original brief. Cllrs agreed that professional indemnity and training in person were key requirements but not offered by the Bristol-based provider who was ruled out accordingly. WesternWeb and the Saltash-based provider had similar proposals in terms of quality and price but Cllrs decided on the former because the company has set up ~20 T&PC websites locally, the owner is a Councillor in his own parish, and the domain name registration costs were lower.

It was proposed by KH, seconded by IW and **RESOLVED**

To permit WesternWeb to add their name to the Parish Council website and allow the Parish Council website to be included in WesternWeb's portfolio.

Discussion SC confirmed that this is standard practice in the industry and was included in the terms and conditions of all three providers. Cllrs could see no issues arising from this.

It was proposed by KH, seconded by GP and **RESOLVED**

Not to request the Parish Council's postal address be withheld from the Nominet Whois listing.

Discussion Cllrs saw little point in withholding the Parish Council's address (as per item 5) as it would be in the public domain on both its own website and that of Cornwall Council.

It was proposed by IW, seconded by SC and **RESOLVED**

To request that WesternWeb register the domain name stmellion-pc.gov.uk on the Parish Council's behalf.

Discussion Government rules state that parish councils must have either 'parishcouncil' or '-pc' included in a .gov.uk domain name. Cllrs agreed on '-pc' because it is shorter.

It was proposed by KH, seconded by IW and **RESOLVED**

To authorise the Clerk to raise a cheque to WesternWeb to cover an initial deposit and domain name registration up to a maximum of £300 including VAT.

Discussion WesternWeb requires a deposit before commencing but an exact amount could not be confirmed prior to the Parish Council deciding its requirements. Cllrs agreed that work must start as soon as possible for the website to be ready by 1.7.15 at the latest. CD estimated that the initial fee would be up to £300 including VAT. Cllrs agreed that a cheque up to this amount could be signed upon receipt of an invoice from WesternWeb but this must be included on the payment schedule for the Parish Council meeting on 9.6.15.

4. Payment schedule: to approve payments and sign related cheques

The payment schedule and related invoices and payslip were circulated amongst Councillors. KH signed and dated the payment schedule which totalled **£409.28**. Corresponding cheques to be signed at the end of the meeting.

5. Parish Council postal address: to review options and agree how to progress

It was proposed by KH, seconded by IW and **RESOLVED**

To use the following postal address for public correspondence: Church Hall, Church Lane, St Mellion, Cornwall PL12 6RN.

Discussion IW confirmed that Jim Bennet had agreed to the Parish Council using the church hall as a public address and provided two copy letters of permission. KH countersigned both letters and asked CD to return one to Jim. Cllrs noted that correspondence from the bank, insurance company and HMRC would still be sent to the Clerk's address.

KH and IW left the meeting at 1840.

It was proposed by SC, seconded by AB and supported by JD that GP take over as Chair of the meeting. GP accepted.

7. Land for sale in Church Lane (Bond plots 5 and 6)

7.1 To receive an update on progress of the sales

CD confirmed the sale of plot 6 had fallen through following a negative pre-app response from Cornwall Council (ref: **PA15/00950** pre-app advice for single dwelling on land west of The Grange). The response was based mainly on planning policy but also mentioned a section 106 agreement that still could be in force and which would prohibit sale of the land. Savill's confirms the plot has not been remarketed and that the land owner's solicitor will look into the section 106 issue. There may be a response to this for the Parish Council meeting on 9.6.15. In addition, the sale of plot 5 is taking longer than expected. It is not known whether there is a similar section 106 undertaking on this plot.

7.2 To discuss feasibility of land purchase and agree how to progress

It was proposed by GP, seconded by SC and **RESOLVED**

To postpone the matter until the Parish Council meeting on 9.6.15.

Discussion Cllrs agreed there is little point instructing a valuation on either/both plots if they carry section 106 agreements that prohibit their sale. If/when the matter is resolved and either/

both plots are remarketed, the Parish Council would be in a position to instruct a valuation at that time.

SC left the meeting at 1855.

6. PA15/04176 construction of private garage in Church Park (road from Dunstan Lane to the A388 Between Vernigo Cross and The Glebe St Mellion Cornwall PL12 6RG): to discuss and agree comment to Cornwall Council

It was proposed by GP, seconded by AB and **RESOLVED**
To support planning application PA15/04176.

Discussion GP summarised the application and its technical aspects. Cllrs had no planning issues to raise. CD was requested to confirm the decision to Cornwall Council by 12.6.15.

The meeting closed at 1900.

I certify that these minutes are a true reflection of the St Mellion Parish Council meeting held on 26th May 2015.

Signed

Name Ken Henley
Position Chair of the Parish Council
Date 9th June 2015

St Mellion Parish Council

Payment Schedule

Date: Tuesday 26th May 2015

Payee	Invoice date	Invoice no.	Description	Amount	Cheque no.	Signed by
Linda Coles	n/a	n/a	Locum Clerk salary for April 2015 + reimbs for March and April 2015	£257.88	100432	
HMRC	n/a	n/a	Income tax on locum Clerk's salary for April 2015 + reimbs for March and April 2015	£51.40	100433	
Steve Hudson	19.5.15	161	Internal audit ye 31.3.15	£100.00	100434	
Total				£409.28		

Payment Approval

Name	
Signature	
Position	
Date	