



MINUTES OF THE VIRTUAL SECONDARY MEETING HELD ON MONDAY, 29th JUNE 2020 @ 7pm

NOTE – it is the responsibility of all those joining a ‘Zoom’ meeting to check their security settings.

Present:	Cllr. Raynor (Chairman) Cllr. Penny	Cllr. Coles (Vice Chairman) Cllr. Williams	Cllr. Kirkman
Minute	AGENDA ITEMS		Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present with a particularly warm welcome to Ms Alice Sainsbury and Mr Andrew Aird, who both said they had forwarded details of the Farmers Market Committee together with a Communication Plan and Operating Scope for the Members' consideration.</p>		
99/2020	<p><u>Apologies</u> – Cllrs. Dawe and Webster and the Clerk (leave).</p>		
100/2020	<p><u>Members' Declarations</u> –</p> <ul style="list-style-type: none"> a. <i>Registerable Declarations of Interests</i> – none. b. <i>Non-registerable interest</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – none. 		
101/2020	<p><u>Farmers' Market Committee (FMC)</u> – the Chair explained that we had just received the details of what the FMC are proposing and had asked the Clerk to forward this to all members for discussion at our next meeting.</p> <p>Cllr. Williams gave an update of the meetings that had taken place. She had circulated details of her proposed agreement between the Parish Council and the FMC.</p> <p>Members AGREED to let the Market take place on the hard standing. The first date proposed is Wednesday 29th July 2020. Members stipulated the market would have to be finished and cleared by 12 O'clock to allow the Post Office van in. Members asked that in future the FMC should avoid all Wednesdays and the market could then operate up to 12 o'clock.</p> <p>If stallholders required electricity, then initially Cllr. Raynor could supply this by cable from his house.</p> <p>Parking for stallholders was discussed and it was agreed that they could park on the Grass area next to the football pitch not on the pitch itself.</p> <p>Other matters including funding applications and revenue from stallholders were agreed together with Ms Jon working with the FCM to help the smooth running of the Market for all concerned.</p> <p>NOTE – a copy of the <i>Reopening of Your Town/Village High Streets</i> document had been provided to Ms Alice Sainsbury.</p>		Clerk

102/2020	<p><u>Public WCs</u> – Members unanimously RESOLVED to open all toilets by the 4th July 2020. A risk assessment had been carried out by Cornwall Training and Consultancy Ltd. Cllr. Williams had ordered sanitisers together with signage.</p> <p>Mr Phil Kyte, Cormac had carried out a cleaning risk assessment for all toilets and agreed to deep clean before the 1st July.</p> <p>a. <i>Trewetha</i> –</p> <ul style="list-style-type: none"> i. CMS liaising with Healthmatic regarding light fitting to be replaced. <p>b. <i>New Road</i> –</p> <ul style="list-style-type: none"> i. A1 Tree and Grounds Ltd. had cleared the vegetation around the New Road building. ii. Healthmatic are due to visit to repair the Wallgate unit together with some issues regarding coin boxes. Hopefully the work will be completed by 4th July. iii. Mr David Wellington had carried out the electrical inspection of the new Road building. He reported that all was in order apart from a few minor items that he will attend to. iv. The risk assessment recommended a one-way system for the public entering the New Road toilets. Cllr. Raynor had ordered the signage. <p>c. <i>Roscarrock</i> –</p> <p>d. <i>Port Gaverne Toilets</i> – Cllr. Raynor had now received the assurance that Mr David Barnard of the Gaverene Hotel and Mr Ben Spicer of Rock Tours will take on the cleaning and supply of materials for the Toilets. It was RESOLVED that the PC would take on the lease again up to the beginning of November from the National Trust. Cllr. Raynor to contact the Trust.</p>	Cllr. Raynor
103/2020	<p><u>Environmental / Amenity Matters</u> – including any items received after the agenda had been published:</p> <p>a. <i>New Road Shop</i> – Minute 60a/2019. Mr Phil Tidy had signed the extension of the lease up to the end of this year. He had also agreed (with the Council's permission) to transfer the Lease up and until the end of the year to Mr and Mrs Paul Lomas.</p> <p>b. <i>Litter Bin</i> – Members to receive:</p> <ul style="list-style-type: none"> i. <u>Port Gaverne</u> – the litter bin had been replaced. ii. <u>The Platt</u> – Ms Donna Latham, CC had advised the potential need for additional litter bins will be monitored. <p>c. <i>Grass Cutting</i> – A1 Tree and Grounds Ltd. had provided a copy of their risk assessment, which had been shared with Cllrs. Raynor and Coles.</p> <p>d. <i>PROWs</i> – Mr Phil Burnard had been asked to repair the gate at the top of Church Hill leading to the PI valley footpath need attention. The fence supporting it is broken.</p> <p>e. <i>Car Park</i> – Cllr. Raynor will speak to Mr Phil Burnard about the repairs to fencing around the Car Park.</p> <p>Flowbird are due to fit the new Credit card machine to the number one ticket station</p>	<p>Information</p> <p>Information</p> <p>Cllr. Raynor</p>
104/2020	<p><u>Neighbourhood Plan</u> – Members had considered the questions posed by the Examiner, Mr John Slater, and Members response had been submitted to Cornwall Council with the help of our consultant.</p>	
105/2020	<p><u>Highways Matters</u> – including any items received after the agenda was issued:</p> <p>a. <i>Trelights Improvements</i> – Cllr. Kirkman was not happy with the situation in Trelights. Cllr. Raynor suggested we contact Oliver Jones again.</p>	

106/2020	<u>Documentation / Correspondence</u> – not covered elsewhere on the agenda, including any items received after the agenda had been issued a. None.	
107/2020	<u>Diary Dates</u> – including any dates received after the agenda had been published. Details previously emailed a. <i>Main Council Meeting</i> – 13 th July 2020. b. <i>Clerk's Leave</i> – 27 th June to 6 th July 2020.	
108/2020	<u>Information Only / Future Agenda Items</u> – a. None.	
109/2020	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
110/2020	<u>Furlough</u> – Members feared that a “local spike” in the pandemic would mean that Ms Jon would need to be furloughed again. It was RESOLVED to bring her back to work part-time for the maximum number of hours permitted whilst keeping her on furlough. This will be w.e.f. 1 st July 2020.	
111/2020	<u>Meeting Closed</u> – 8.30pm.	

Signature: (Cllr. David Raynor)
Parish Council Chair

Date: 13th July 2020