

Forrabury & Minster Parish Council



Minutes: 14th April 2022

Page 1 of 4

Present Cllr Hockin, Cllr Ferrett, Cllr Yates, Cllr Edwards, Cllr Simmonds, Cllr Bridges, Cllr Rodda, Cllr Bright and CCllr Jordan

01.01 Apologies – Cllr Edwards-Symons and Cllr Potter

01.02 Declarations of Interest – none declared

01.03 Public Participation – 2 members of the public present.

One member of the public spoke of Ukraine and assistance for refugees they had become involved with Sanctuary Foundation which is a charity working for many years helping refugees settle. They are helping UK hosts and those wishing to host by offer support to those refugees coming into the communities. They are the contact point between the Sanctuary Foundation and Boscastle. There are hosts in and around the community but not known if any refugees are coming, if they do the community is getting into position to have contacts which can in some large or small way offer help i.e., lift to doctors, help with filling in forms etc.

01.04 Planning - To consider planning applications received - None received

01.05 To consider other planning applications received by time of meeting – none received
Cllr Simmonds proposed moving Planning Decision on the agenda to be part of the planning section. Seconded by Cllr Yates. All in favour.

01.06 Minutes

Minutes of the meeting held on 10th March 2022 – Cllr Yates proposed the minutes be accepted as a true record. Seconded by Cllr Bridges. All in favour. Cllr Simmonds and Cllr Edwards abstained not at meeting.

Minutes of the meeting held on 24th March 2022 – Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Yates. All in favour. Cllr Bridges abstained not at meeting.

01.07 Matters to Report (only) from previous meetings minutes –

Cllr Simmonds asked following the email from Cllr Edwards if the action from item 18.09 of the minutes of 10th March regarding overgrown hydrangeas and brambles was done. Clerk confirmed he had asked M. Smith to do the work. Cllr Edwards and Cllr Hockin agreed to set up a meeting with M. Smith to discuss the scope of the work.

01.08 Finance

Category	Sub Category	Amount	For
Administration	Staff Costs	£285.00	Litter PC (Apr)
Administration	Staff Costs	£1200.16	Salary (Mar)
Administration	Staff expenses	£96.63	Expenses (Mar)
Administration	Village Hall	£36.00	Hall hire 13/01 – 24/03 inc.
Administration	SLCC	£171.00	Membership Renewal
Administration	CALC	£422.05	Membership Renewal
Open Spaces	Play area	£320.00	Play area repairs

Adrian Prescott (Clerk)

Signed Chairman.....



The councillors discussed the repair to the play equipment including the finish of the handrail, the concreting of the posts and spindle to steps. It was felt prudent at this stage to await the outcome of the ROSPA report due in April before making any formal decision.

Cllr Yates proposed that the council approve the amounts as listed for payment. Seconded by Cllr Simmonds. All in favour.

Cllr Simmonds identified the bank reconciliation was showing a discrepancy in that a ring fence amount was also shown as a unrepresented payment consequently the overall figure was incorrect. Clerk to adjust as appropriate

Annual Governance Return

Cllr Simmonds proposed the council approve the Annual Governance Statement. Seconded by Cllr Yates. All in favour.

Cllr Yates proposed the council approve the Annual Accounting Statement. Seconded by Cllr Bridges. All in favour.

Clerk handed chair documents for signature.

01.09 Correspondence – the clerk outlined the significant items of correspondence received, all of which had been copied to councillors.

The email of two prices for tree surgery on castle site was discussed, clerk outlined the meeting on site with the tree surgeon and owner of the adjacent property. The tree officer has recommended one tree be felled and the other possibly pollarded depending on what the trees surgeon finds while felling the other tree.

Cllr Bright proposed the council accept the price to fell the tree. Seconded by Cllr Yates. All in favour.

Cllr Yates proposed the council defer a decision on the tree which may be pollarded until after the tree officer has seen further details and makes a recommendation. Seconded by Cllr Simmonds. All in favour. Cllr Hockin abstained.

Play Area Quote - Cllr Hockin reported the timber retaining edging had been replaced and identified a gap due to the existing safety mating tiles having possibly shrunk over the years a gap between them of approximately 50 – 75mm the timber edging is now evident. A solution may be the purchase of additional tiles cut to fill the gap. Cllr Hockin asked other councillors to have a look to see what they thought.

Cllr Bright proposed the contractor be paid for the completed work. Seconded by Cllr Yates. All in favour.

Speed signs – Email from Cornwall Council offering to assist with installing posts to fix radar activated speed signs. However, the parish council needs to identify location for posts to mount the signs on Cllrs asked to have a look at identify locations for posts by next meeting.

Email/letter Cormac need to re waterproofing the main road bridge through Boscastle, works likely to take 6 to 8 weeks under traffic lights. Suggesting two dates one in September 2022 and the other after the half term in October 2022. Cllrs thought it best to defer any decision until other key stake holders had been consulted.

01.10 Reports

Cornwall Councillors Report – CCllr Jordan reported Cornwall Council have received additional funding to make bus services more viable. As part of the UK government levelling up programme Cornwall Council will receive £132million over the next three years. Cornwall Council is taking on the initiative proposed by the government to stop charging at waste sites as it is costing more to deal with fly tipping.

Chairmans Report – The War Memorial names have been repainted.



Parish Clerk Report – Castle site meeting is on Saturday 23rd April. Street Warden wage increased to £9.50 from 1st April. Clerk back dated pay award paid. A new printer has been purchased as the other failed beyond repair.

01.11 Items from previous meeting

Highways – Clerk attempting get quotes for radar activated speed signs also see 1.09 above.

Playground – Cllr Simmonds reported the addition work identified in the original specification for work on the Toddler Multiplay equipment was not undertaken when the emergency repairs were carried out. i.e strapping and replacement of plywood. The Junior Multiplay equipment the ring that support the bridge are rusted and worn and need replacing. At the same time the D rings that support the swings need replacing as one has sheared off. Cllr Ferrett and Simmonds following their latest inspection believe the bench seating is in need of replacement.

Cllr Yates suggested the council refer to Playground Equipment Safety Standards EN1176 in future specifications and due to the extent and diversity of work potentially required a separate sub committee be set up to manage the play area.

Cllr Yates proposed he would arrange the purchase 12 x D rings for the swings. Seconded by Cllr Simmonds. All in favour. The council would await the ROSPA report due this month to see the extent of works require.

The chair aware of the time asked if there is any left on the agenda that needs a decision tonight.

Camelford Community Network – Cllr Hockin reported the proposed Camelford bypass did not yet have planning permission for the scheme. And may start in 12 to 18 months' time at a likely cost of £47 million at today's rate. But the budget must be for the rate in 18 months' time. The traffic emissions in Camelford will reduce but overall, as vehicles must travel further, emissions in the area are likely to be the same. The funding for double yellow lines at Trethevy has been approved along with the funding for double yellow lines through Fore Street, Dunn Street and Old Road.

Castle Site – Cllr Rodda reported the date of the presentation by Natalie Haly re the Monumental Improvement Project will be on Saturday 23rd April at 11am in the Community & Recreation Centre. Cllr Rodda asked if the councillors wanted the seeds sown now? The councillor were under the impression this was already being initiated as they had left the decision on when to sow with the person doing the sowing. Seed sowing to be behind War Memorial, and at the base of the three stone 'Boscastle' road signs.

Council Documentation Review – The clerk had provided copies of Employment Contracts and detail of the Work Place Pension scheme. Considering the time restrictions at Council meetings the council felt if the clerk ensured councillors had a copy of documents, they could, outside the meeting review and send any issues/amendments they had back to the clerk.

Graveyard – Hold over to next meeting

Website – Hold over to next meeting

Environmental Officer – Cllr Hockin reported they had the hi-vis vest and a supply of poo bags and has been working on the issue at the Castle site which they believe has been resolved.

The Queen's Platinum Jubilee Celebrations – Cllr Simmonds reported that a great deal of community involvement is being put into the various activities and he gave the council a high-level view on what is planned for the weekend. Cllr Simmonds outlined the anticipated costs for the various activities and potential income, which indicated at this stage a short fall of approximately £1500. Cllr Jordan has offered £300 towards the weekend. Cllr Yates thanked Cllr Simmonds and the Platinum Jubilee committee for pull the community together in a short space of time and generating a varied range of

Forrabury & Minster Parish Council



Minutes: 14th April 2022

Page 4 of 4

activities and suggested the council need to make a decision now, so the committee have a clear view ahead. Cllr Simmonds proposed the council covers the cost of the Lazer Light show (£1497) scheduled for the evening of 2nd June. Seconded by Cllr Yates. All in favour.

The councillors discussed memorabilia i.e. commemorative mugs the councillors would like to see the attendees of Boscastle School receive some form of commemorative item. Cllr Simmonds would investigate further with the committee.

The committee as a temporary set up do not have a bank account to manage the income and outgoings. The clerk agreed to arrange for the £300 grant from CCllr Jordan to be sent to the Council.

Works around the Village – the street furniture on site of the old recycle area is now complete with the addition of the boat and associated planting.

Sculpture – It has been suggested the Sculpture be placed under a covered structure on the gravelled area behind the war memorial. The clerk suggested councillors have a look before the next meeting and perhaps come up with ideas.

National Trust – Visitor Centre – Hold over to next meeting

Public Spaces Protection Order – Policy – Clerk reported he is working on the policy.

Neighbourhood Development Plan – Clerk reported the grant funding had been returned and consequently this item was effectively closed.

01.12 Items since last meeting

Ukraine – see public participation – to add to next meeting agenda

20 is Plenty -

01.13 Planning Decisions: as listed

01.14 Agenda items for next meeting

Highways – speed sign

Playground –

ROSPA report

Sub-committee

Boscastle Bridge – waterproofing work date

Camelford Community Network Panel

Castle Site

Council Documentation Review

Graveyard

Website

Environmental Officer

The Queen's Platinum Jubilee Celebrations

Works around the village

Public Spaces Protection Order – policy

Ukraine

20 is Plenty

With no further business the Chairman closed the meeting at 21.00pm

Date of next monthly meeting Thursday 12th May 2022 in the Village Hall

Adrian Prescott (Clerk)

Signed Chairman.....