

# CARDINHAM PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING

**Held in Cardinham Parish Hall on Tuesday 16<sup>th</sup> January 2024 at 7:30pm**

**Present:** Cllr J Best (Chair), Cllr G Tucker (Vice Chair), Cllr L Sutton, Cllr A Bonker, Cllr P Claridge, Cllr K Morris, Cllr R Farley, and Cllr T Irwin. County Cllr J Cruse. Parish Clerk/RFO: J Wilson.

There were three members of the public present.

The Chair welcomed everyone to the first meeting of 2024.

### **001/24 Apologies**

Cllr G Rogers, Cllr R Dyer

### **002/24 Declaration of Interests**

Cllr J Cruse declared an interest in item 11 on the agenda: Water damage at Millpool by Chapel.

### **003/24 Public Session**

None of those present wished to speak.

### **004/24 County Councillors Report**

Cllr Cruse provided her report for this month. She provided a comprehensive update on the Good Growth funding. £25k will be used for the feasibility study for the Quiet Lanes project. Funding will be provided for another feasibility study on the possibility of having a community bus for the area. This study will investigate whether or not there is a need and if there are volunteers to run it etc. Cornwall Council will be contacting the Government to ask for more funding for Cornwall.

Cllr Cruse has passed on our details to the relevant dept at Cornwall Council re our request for Community Chest funding for the Littledowns sign. We should receive the link to the application form shortly - closing date in February. Clerk to complete and submit it.

Cllr G Tucker enquired about the Cornwall Council overspend and Cllr Cruse confirmed this would be covered by reserves.

### **005/24 Minutes of the Previous Meeting held 19<sup>th</sup> December 2023**

The minutes of the meeting held on 28<sup>th</sup> November 2023 had been circulated. Two items were amended. The amended minutes for the meeting held on 19<sup>th</sup> December 2023 were proposed by Cllr P Claridge, seconded by Cllr K Morris. and agreed as a true record of the meeting and were signed by the Chair.

### **006/24 Matters Arising**

- Pool Lane – Littledowns to Mount – edge of road has disintegrated leaving a big drop. Cllr Claridge will forward the photos and W3W location so this can be reported again.

### **007/24 Planning Decisions**

[PA23/08826](#) Mr and Mrs Wilkins, Robley Farm Glynn Bodmin Cornwall PL30 4AX. Proposed 2 storey front extension, single storey rear extension and roof terrace, cladding to walls, outbuilding replacement with new single storey outbuilding. **Approved**

[PA23/08073](#) Cardinham Pre School Teason Hill Cardinham Bodmin Cornwall PL30 4BN. Extension of the external hardcourt play area and replacement fencing. **Approved**

**008/24 Planning Applications for Information only.** None.

**009/24 Planning Applications**

[PA23/10254](#) Mr and Mrs Richard and Charlotte Matthews, Callybarrett Farm Callybarrett Road Cardinham Bodmin Cornwall PL31 2AZ. An Agricultural Building for the purpose of storing dung produced on the agricultural holding. (Case officer – J Herrador Del Arco)  
Cllr G Tucker proposed support, seconded by Cllr K Morris, all in favour.

**010/24 Consider any further information/quotes received for replacing the sign at Littledowns.**

Quote received from The Grain: £480 excl. works, excl. vat.  
Cllr Cruse has offered a grant from her Community Chest of £300 towards this.

**011/24 Waste collection from the cemetery – consider any further updates/quotes.**

Quote received from Biffa of £14.98 per week. (£0.12 per day / £1.55 per week/£12.59 per load. It can be operated on a seasonal basis. It was agreed to accept it. Clerk to speak with them to arrange the specific details of the contract.

**012/24 Water damage at Millpool Chapel**

Highways steward is aware of the problem at Millpool. Cllr Cruse will convene a meeting of relevant parties. Cllr G Tucker will attend and report back any relevant information at the February meeting. The problem concerns water running down the private lane and the grate covering the drain being blocked by leaves and debris. The water then runs past the chapel and down another private lane. To be added to February agenda.

**013/24 Finance reports and payment of accounts**

The receipts and payments report for January 2024 showed:

Receipts of £Nil for December & Payments for January of £1215.17 made up of:

HMRC – Tax on clerk's wages - £145.20

J Wilson – Clerk's wages (£591.48) and expenses (£22.49) - £613.97

Duchy Defibrillators – Annual fee - £456.00

Cllr K Morris proposed and Cllr P Claridge seconded to sign this month's cheques. All in favour. The clerk had prepared a Payments List, Budget to Actual comparison and a bank reconciliation for the current period. These were forwarded to all the Councillors and added to the website. The Chair and Vice Chair signed the cheques. Balance in Community a/c as at 31<sup>st</sup> December is £22,977.26.

**014/24 Consider draft of 24/25 budget and level of precept for 24/25. To consider/agree any proposed amendments**

The Clerk had prepared draft Budget information for 2024/2025, pointing out the Precept had not been increased for several years since it had been reduced to its current level in 2021/2022. The Chair asked for comments and outlined the discussion held by the Personnel Committee with the Clerk in December and subsequently. The Chair said it had been agreed the Clerk's pay rate should be increased in line with the National Association for Local Councils' Pay Agreement in 2023/24, backdated to April, and rise again next year to reflect the National pay award and in recognition of the Clerk's duties, experience and CiLCA qualification.

The Personnel Committee had also asked the Clerk if she would review her duties going forward to see if there were any non-essential activities that could be reduced or stopped in order to make potential savings in the Council's Budget, as pay represented a significant proportion of the Precept. It was agreed the Clerk would share her thoughts with the Committee prior to any possible changes being agreed

The Clerk raised the issue of Reserves. A Parish Council should have between 50% to 200% of the amount of the Precept in General Reserves. Currently General Reserves exceeded this level, ie there is too much money in the Bank. The Clerk suggested earmarking some Reserves in order to reduce them to an acceptable Audit level. It was proposed by Cllr P Claridge and seconded by Cllr L Sutton to earmark £5,000 for "Community Projects", eg to support a variety of activities beneficial to the Parish. All agreed.

Cllr A Bonker proposed keeping the Precept for 2024/2025 at £10,000, seconded by Cllr L Sutton, and using Reserves to cover any shortfall. Majority in favour. Cllr G Tucker against, indicating a preference to increase the Precept gradually rather than as a steep jump in the future. Clerk to inform Cornwall Council of the Precept."

### **015/24Correspondence**

Relevant correspondence received during the month has been forwarded to Councillors.

### **016/24 Highways**

- Lidcutt Road –Cllr Cruse had contacted Highways about this area and suggested that reporting it as defective road surface is the correct way to get it repaired. Clerk to action.
- Potholes down Treslea Hill/ Treslea Water to Mount turn off to be reported.
- Clerk to ask about routine maintenance
- Cattle Grid gate – PL30 4HY – dropped down on hinges – to be reported. Cllr Tucker will provide W3W ref

### **017/24 Footpaths.**

Footpath issues:

- Bridleway 508/21/1 - Cabilla Mill Hunting Gate needs repairs. To be reported as dangerous.
- Puggy Lane Bridleway – Cllr G Tucker will look into this.
- Confirmed that LMP Claim must be supported by copies of the contractor's invoices.

### **018/24 Parish Matters**

- The stallion is still running on the moor. It was agreed to hold off on reporting till next month, if it is still an issue then.

### **019/24 Items for the next agenda**

D-Day Anniversary.

Next meeting to be held on Tuesday 20<sup>th</sup> February 2024.

There being no further business the meeting was closed at 9.18pm.

Chairman:

Date: 20/02/2024