

SITHNEY PARISH COUNCIL
Chairman: Peter Bickford-Smith

Clerk to the Council
Mrs Jodie Ellis
07855774357

Trannack Farm,
St Erth, Hayle
TR27 6ET

48/15

MINUTES OF AN ORDINARY MEETING OF SITHNEY PARISH COUNCIL HELD AT SITHNEY SCHOOL ON TUESDAY 02nd FEBRUARY 2016 at 7.30PM

Present: -

Cllr P. Bickford-Smith - Chairman

Cllr. A. Williams

Cllr. P. Martin (arrived 8.05pm)

Cllr. Ms. E. Williams

Cllr. Ms. J. Daybell

Cllr. Mrs. A. Pascoe - Vice-Chairman

Cllr. A. McDonald

Cllr. Mrs. L. Penrose

Cllr. Ms. L. Hutchinson

Cornwall Cllr. J. Keeling (arrived 8pm)

Parish Clerk Mrs. Jodie Ellis and 9 members of the public.

1. APOLOGIES FOR ABSENCE – None received.

2. ACCEPTANCE OF MINUTES – Cllr. Ms. L. Hutchinson requested that item 24 of the minutes of the Parish Council Meeting held on the 05th January 2016 were amended to read ‘Lynne enjoys meeting people and has been involved in protesting at the health service tendering process and against the tax credits, and raising awareness in greyhound welfare’. It was proposed by Cllr. Mrs. A. Pascoe and seconded by Cllr. A. McDonald and unanimously agreed as a correct record and were signed by the Chairman.

3. DECLARATIONS OF INTEREST FOR ITEMS ON THIS AGENDA – Cllr. Mrs. Penrose declared a disclosable pecuniary interest in item 11 Lowena, Lowertown. Cllr P. Bickford-Smith declared a disclosable financial interest in item 5 Coastline Heads of Terms. Cllr. A. McDonald declared a disclosable pecuniary interest in item 11 Planning, Pear Tree Game Farm.

4. TO CONSIDER ANY APPLICATIONS FOR DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011- None received.

5. MATTERS ARISING FROM PREVIOUS MINUTES –

Sithney Bus Shelter – Cllr. Mrs. Pascoe suggested that we write to Coastline Housing to advise that we will take action to cut / remove the tree and clean the Bus shelter and forward the invoice to coastline for reimbursement. Proposed by Cllr. A. Williams, seconded by Cllr. Ms. L. Hutchinson, all in favour that the clerk writes to Coastline.

Average Speed Cameras – The clerk contacted our ward member Cllr J Keeling and was put in touch with Mike Peters from Highways who has advised ‘Regrettably, there is no Cornwall Council budget for average speed cameras. The installations are costly averaging more than £100000 and have only been used at four locations in the county so far to address known accident problems. Cormac advised they could monitor speed along the route if there is thought to be speeding within one of the speed limits, they wouldn’t usually carry out monitoring on unrestricted lengths of road. If we can pinpoint where we feel that there is an issue he can arrange the most appropriate monitoring. Discussion took place and Cllr. Ms. Williams suggested the clerk contact the clerk at Crowan as there is a speed camera that the 5 parishes use there. Cllr. Bickford-Smith suggested contacting highways again to advise that we are not satisfied with the response. It was agreed that the clerk would contact both and report back.

Damaged Railings and Bollards – The clerk has received an email from Highways to say ‘because the rails are not a pedestrian guardrail, they would be considered in much the same way as a safety fence. The locations on the face of it all appear to be at fairly low speeds and this would be borne out by the fact that they have never been superseded with what would be a standard safety fence that you might see on a newly constructed road. With the hazard posts we are actually looking to see if they should be replaced before automatically renewing them as many were installed due to a perceived issue rather than an actual one. The granite and post rails have a historical significance however and as such I too would like to see them repaired. Ben Dickinson has advised he will let us know their findings and plans once the areas have been inspected.

It was proposed by Cllr. Mrs. Pascoe and seconded by Cllr. Ms. William to suspend standing orders and move item ‘Coastline Heads of Terms’ to before Planning to allow Cllr. P. Martin to arrive.

Notice Boards – Contractor IRS have moved the Sithney board from by the church to adjacent to the bus stop as agreed with out too many problems although it took them a while to break it out of the concrete in which they had set it in. They cut the board at Coverack Bridges in half as agreed but could not site it as originally thought due to the position and associated infrastructure of the culvert below ground. After consulting Cllr. Bickford-Smith who was kind enough to go to the site and evaluate the situation. A compromise was reached with regards to siting the new board and the un-glazed part of the old board. IRS installed the new board and came away to acquire a new post and fit the old board. When they returned to install the part of the old board, they found that despite their best endeavours they could not get any depth of hole for it, as they just met solid stone all over the site. A position was eventually found that provided suitable depth but this was not ideal as it is rather close to the village name sign, of which the posts supporting said sign are about to corrode out and when replaced could be moved away from the notice board. IRS would like to know what SPC would like him to do with the removed glazed part of the board. It was proposed by Cllr. Ms. Williams and seconded by Cllr. Mrs. Pascoe, all in favour, that the clerk contacts IRS to advise he can dispose of the removed old board.

The extra costs associated with the works were as follows:

£108.00 to dig up and relocate the sithney board, £37.00 for moving half of the board at Coverack Bridges.

The remainder of the invoice is the £78.00 (as quoted and agreed) to fit the new board at Coverack Bridges.

The clerk suggests paying the extra removal and relocation costs from the Property maintenance and repairs budget. It was proposed by Cllr. A. Williams and seconded by Cllr. Ms. Williams, all in favour.

Website – The new website is complete and once payment has been made we will be able to go live. The clerk asked if all Cllrs were happy with the new site, all members agreed they were. The website invoice needs to be paid by BACS in branch by one of the bank signatories. Cllr. P. Bickford-Smith agreed he would take the invoice and request into Barclays to authorise the payment. It was proposed by Cllr. A. McDonald, seconded by Cllr. Ms. J. Daybell, all in favour that Cllr. P. Bickford-Smith attends a Barclays Branch to authorise the BACS payment.

Roseawen Woods at Sithney Green – The clerk has received the following from Mr Viners at Cornwall Council, ‘I have not heard anything about the land being sold, but this would make sense as when we last put a letter on the van it appeared to be empty, also the letter was still on the van a week or so later. We have had no reply from them with regard to the pcn, I am going to visit on Friday and if I find the van still empty we will be closing the case as there is no residential use being carried out on the site’. Cllr. P. Bickford-Smith confirmed through woodlands uk that Roseawen had been sold.

Transparency Fund Application – CALC have advised we have been successful in our application and they have awarded us £834.40. £500 towards the new website, £100 towards a new printer and £234.40 towards clerk salary costs for the extra workload. The new printer is £199.99; it was proposed by Cllr. Mrs. A. Pascoe, seconded by Cllr. Ms. Williams, all in favour that the clerk purchases the new printer and fund the remaining £99.99 from the PC budget.

6. PUBLIC PARTICIPATION –

7.50 pm Cllr. McDonald left the room.

Evelyn Perry - addressed the meeting regarding the Pear Tree Game Farm planning application, to say that both she and her partner object to the application. Evelyn and Alex have lived next to Pear Tree for 10 years, the property was purchased to enjoy the views of the area. Since the development of the game farm, it has intruded into their lives and is not at all what they envisaged the views would become. Evelyn questioned why the stables need to be knocked down and rebuilt in a different location on the premises why not rebuild on the existing location. Ms. Perry also raised the question why is a processing plant required when the birds are reared for shooting? The buildings are disproportional to the size of the site and are now only 10 meters from their house.

Ms. Perry advised that the size of Pear Tree Game Farm on the plan was not correct and that it included land belonging to Ms. Sherrington, of who has also submitted an online objection. Ms. Perry advised she thought that if a correct sized plan was used then an expansion would not be required due to the proportion of the size of the area. Ms. Perry would also like restrictions on working hours to be between 8-6pm as on occasion they have been disturbed by someone digging at 3.45 am outside their house.

Nigel Thurley – Advised that the plan shown in green that the PC had projected at the meeting was a true and accurate record of his land and the planning application for Pear Tree Game Farm. Mr. Thurley advised that on a previous planning application Sithney Parish Council -supported the processing plant application, and it was only due to an error on Kerrier District Council’s behalf of not submitting the plans correctly that a change in use has now been required.

Morwenna – spoke on behalf of herself and Mr. Thurley’s application for Pear Tree Game Farm to advise the meeting that she is a local girl, whose child attends Trannack School and she just wants to be able to run her business in a humane way not sending birds away up county. She has local butchers asking her to supply more chickens which is only viable if she has the processing plant on site. Morwenna advised lots of horses have been attacked recently and she is terrified her horses will be next as many people use their gate way to turn around and she is worried they will hit her gates and her horses will escape. By relocating the stables further back they will be safer.

Cllr. A. McDonald returned at 8pm.

7 POLICE REPORT – PCSO Ashley Fuller submitted a written report that during January 2016, there was 1 vehicle offence compared to 0 this time last year and 3 public safety incidents which was the same as January 2015. January last year had 1 crime incident and 2 transport incidents, of which there had been neither in January 2016. Cllr. P. Bickford-Smith has received a police notification leaflet which he has circulated to all members and it was agreed it would be useful to display on the website and notice boards. Proposed by Cllr. Mrs. Pascoe, seconded by Cllr. Ms. Penrose, all in favor.

8. CHAIRMAN’S COMMENTS – Cllr. Bickford-Smith advised that hopefully councilors will have received his email about how important it is for Councillors to act collectively as Sithney parish Council and not as individuals. To this end hopefully all Cllrs have looked at Standing Orders, the Financial Regulations, Code of Conduct, Freedom of Information Act and Complaints Procedures. It is very important that everyone adheres to these regulations and if any member encounters any problems or difficulties, they must first consult the Clerk who will give advice or source it from elsewhere. It is also very important that members keep the Clerk informed of all contacts with the Public or other bodies and that a paper trail is maintained. It must also be remembered that everything we do is in the Public Domain. It is very important that Councillors declare the appropriate interest for any matters on the agenda and that if it is of a Pecuniary Interest they must be leave the room whilst the matter is discussed. A good example of this is in STO regarding PAP meetings when a member of the Councils submits a Planning Application. To avoid any influence by the said member on the Council there will be no PAP meeting. In other words, the relevant application is discussed in Public and not behind closed doors. Cllr. P. Bickford-Smith trusts all Councillors understand the way Cllrs should conduct themselves to ensure that parishioners have maximum trust in Sithney Parish Council and all that they do.

Cllr. Bickford-Smith advised he had received an email from a member of the Public regarding groundworks being undertaken by Western Power in the vicinity of a Badger sett in Kings Wood. After discussion with the person, it was agreed that this was a criminal matter which should be dealt with by the Police and that it was outside the remit of this Council.

9. COUNCILLORS' QUESTIONS AND COMMENTS – None.

10. CORNWALL COUNCILLOR'S COMMENTS – Cllr Keeling advised it had been a busy month as the council prepares for the 2016/17 budget and setting of the council tax to support the business plan. The government has allowed councils a 4-year settlement period which allows those councils, who have taken up the offer (including Cornwall) to at least have confidence about future funding patterns. Nevertheless, Cllr Keeling has expressed his deep concern about the cocktail of council tax rises that will be coming through residents' letterboxes in due course. With a proposed 3.9% rise from CC (2% will be a social care precept), unprecedented rises in parish and town council precepts and police precepts; we will probably see the biggest rise since the formation of the unitary council to hit hard pressed households. Cllr Keeling is pressing our MPs for a review on the shift of support funding from rural to urban that has resulted in a £6m reduction in the council's funding settlement. Paperless planning continues to be a bone of contention and though the training days made available have come and gone; Cllr Hannaford has offered to meet with clusters of rural parishes to offer detailed training, particularly to parish clerks. Cllr Keeling thinks it would be useful if all 3 parish councils in his division take up the offer together with others in the Kerrier Community Network Area. Cllr Keeling expressed his deep disappointment that the Local Members Projects across Cornwall (road safety and other related issues) have resulted in very few (1) projects being accepted into the Cornwall Transport Plan. Cllr. Keeling worked with Godolphin Community Group to produce what was considered to be one of the best submissions received; but it was to no avail and disappointment. Cllr Keeling misses the Members Highway Budget we had in the last administration that at least empowered local members to address some of the issues associated with traffic problems. Cllr Keeling is ploughing through a plethora of planning issues at the moment and enquires from members of the public in general. Cllr Keeling is somewhat disappointed that Breage PC is not taking forward Neighborhood Plans; but he does understand the pressures on small councils and the resources available to undertake what is a major piece of work. Maybe if the three councils in Cllr. J. Keeling's division could get together in the future to work a joint project realising economies of scale and pooling talent and resources it would be beneficial to all our communities. Just a reminder that Cllr Keeling can go into detail on issues that councillors and member of the public wish to discuss at his regular surgery at Breage Parish Rooms on the 3rd Saturday of the month from 11am to 12. Cllr. Keeling also advised that it was a brilliant achievement that Sithney School had received an outstanding in all areas ofsted report.

8.10pm Cllr. P. Bickford-Smith left the room and Cllr. Mrs. A. Pascoe took the chair.

Coastline Heads of Terms – Cllr. Mrs. A. Pascoe explained that the affordable housing site for 18 local needs and 2 open market houses has been in the pipeline for over 2 years, and was the one and only chance the parish has of bringing such a large number of local needs affordable houses for local young families. There has been an Environment Agency Report that has just come to light showing the sewerage plant being located on the open space area as it cannot go under the car park that will be tarmacked. Mr. Philip Care land agent for the landowner spoke to advise the project has in fact been going on for well over 3 years now. To give background on the project it is something that the local parishioners wanted affordable housing with benefit for the local school and parish. This site will achieve that, the car parking area will be retained by the land owner and then possibly transferred over to CC for the school in the future. The car park does not affect SPC now or in the future as SPC have no liability for it. The public open space is for the parish, unfortunately the Housing association have dragged their heels and delayed proceedings and are now in a very limited window to complete otherwise they will miss their funding opportunity. The decision to move the sewerage plant was made last minute and was approved by the Environment Agency ~~mid-December 2015~~ on the 19.11.15 (as agreed at SPC Meeting 01.03.16). Mr. Care showed a plan that marked out a plot the same size as Carleen Village hall, to indicate that it is still possible to have the community hall / building on the plot of land with the sewerage plant and associated drains where they have been moved to. Mr. Care advised that if the parish council does not agree and move forward this evening then the scheme will go no further as coastline will miss their funding opportunity.

Cllr. A. Williams wanted to highlight his concerns at the introductory paragraph taken from the Environment Agency final permit which reads:

'This permit is for a discharge of domestic sewage effluent from a residential scheme. The residential scheme consists of two flats and 18 domestic properties in an area without a foul sewerage system. The discharge consists of 11.5 cubic meters (m³/d) of secondary treated sewerage effluent treated using a package sewage treatment plant. Whilst this plant does not meet the current British Standard it is designed to produce the same effluent quality. The effluent is then discharged to an infiltration system which is not designed to the British Standard due to lack of space. The infiltration system design consists of three soak away trenches, each 30m by 0.45m and 0.5m deep'.

Cllr. A. Williams wanted it recorded that he was unhappy that the sewerage plant did not meet current British Standards, in case any children or adults were harmed in the future whilst on the site. Cllr. A. Williams questioned how the application got through planning with this in mind, and why are the British standards not met. Mr. Care explained that planning permission is granted with condition that the sewerage plant is designed to cope with household sewerage. If the Environment agency is happy then the builds can go ahead. Mr. Care was unsure where the British Standards comes into it.

The drainage system must be at least 10 meters from a water course and 15 meters from any building. Mr. Care advised with this in mind his plans showed that a community hall could still be delivered within the open space site.

Cllr. A. Williams advised that the community hall would also need sewerage and drains and these would need to be fitted into the design.

Cornwall Cllr. J. Keeling advised that any drainage issues would be dealt with by the Environment Agency and they would not allow any system that is not acceptable. Cllr Keeling asked that once the minutes have been recorded if the clerk emails them over to him he will take it up with case officer regarding the drainage.

Mr. Care advised the whole process had been hit by delays from Coastline Housing due to the officers dealing with the site leaving and no one following up on the project. Sites such as this normally have a 2 Year window to get started, and we are now in the 11th hour to complete. Cllr. Mrs. A. Pascoe advised it was a high number of affordable houses which would help keep the young in the parish. Cllr. A. Williams advised he wanted the project to go ahead but was there any scope to move the car park to the left of the area, Mr. Care advised that would need a new planning application for which there was not sufficient time for. In due course it may be possible to look into a land based system to relocate the land drains and soak way.

Cllr. P. Martin asked Cllrs if they were happy with everything else then the sewerage could be looked into at a later date with the possibility of moving it into the field.

Mr. Care advised if it does not go ahead this time it was unlikely that any other housing association would want to take it on with an 18 affordable / 2 market buy split as the money has already been allocated due to it being a historical application.

Cllr. P. Martin advised if we signed up now and went ahead then if Phase 2 comes on board then the sewerage treatment plan could be looked into again with the possibility of moving it then. There is not much alternative as it would be a shame not to progress now.

It was Proposed by Cllr. Ms. Williams, seconded by Cllr. Ms. J. Daybell, all in favour that the Parish Council continues with the development and advise Coastline Housing, through Borlase and Co that SPC have concerns with the sewerage plant location but do not want to stop the development but if possible could an alternative location for the sewerage plant be found.

It was proposed by Cllr. A. Williams and seconded by Cllr. P. Martin, all in favour that Cllr. Mrs. A. Pascoe signs the contract instructing Borlase and Co to proceed.

8.55pm Cllr. P. Bickford-Smith returned and Cllr. A. McDonald left the room.

11. Planning .

Application

PA15/11909 - Pear Tree Game Farm, Trannack, Helston - Proposal Continued use of land in association with game bird rearing business, erection of a replacement stable building and alterations to an existing agricultural building. Cllr. Mrs. Pascoe advised that PAP this month was herself and Cllr. Ms. Williams due to Cllr. A. McDonald's interest in the application. Cllr. Mrs. Pascoe visited the site last Friday and it was felt that if there was a need for the business then it should be supported. Cllr. Mrs. Pascoe advised that whilst the council appreciate Ms. Perry's comments made earlier, the design and access statement shows a need for the business to grow. Cllr. Ms. Williams advised that the condition of the current stables meant it would be cheaper and more beneficial to knock down and relocate.

It was proposed by Cllr. Mrs. Pascoe, seconded by Cllr. Ms. Williams, 5 in favour, 2 abstained that the parish council supports this application on the basis that there was a proven need.

PA15/11813 - Lonon Farm, Mellangoose, Sithney, Helston - Barn Conversion – SPC Commented on application at January's meeting.

Cllr. A McDonald returned.

PA16/00835 – Trannack cottage, Tuckingmill, Lowertown – Proposed extension and alterations as approved under PA12/11816. It was felt that the alterations were within the existing footprint and do not interfere with anyone else. It was proposed by Cllr. Mrs. A. Pascoe, seconded by Cllr. Ms. Penrose, 7 in favour, 1 abstained that the parish council supports this application.

Refused

PA15/07236 - Land Adjacent to Lavalow, Sithney Green, Sithney, Helston, Cornwall - To extend (at the rear) of stables, to include provision of tackroom, mower and machine store and washroom. Previous planning for stables ref: PA14/02463.

Enforcement

EN14/00673 and PA13/03435/PREAPP - Lowena, Lowertown Helston – The clerk has received an email from Joanne Patient at CC to advise that there is no update at present.

12. PUBLIC RIGHTS OF WAY

Footpath 230/8/1 – Tregoose to Iron Bridge – Modification Order – Cllr. Mrs. Pascoe currently has 3 completed. Cllr. P. Bickford-Smith advised he would also complete one.

Footpath – Black Arch to Tregoose – The clerk has contacted highways who have advised, 'Our reasoning in this matter goes beyond the cost of supplying the large fingerpost signs to indicate the line of a path going across a field. As a service, we are keen to avoid 'over signing' the countryside where it is not strictly necessary. There is no legal requirement to place a waymarker post along a PRoW apart from at the roadside. Furthermore, the Highways Authority would only look to place waymarkers where there is a significant change in direction of a PRoW or at a junction of several PRoWs. If you know the landowner and s/he consents, perhaps the parish could look at the solution I suggested in my email of 26/11/15, You could drive round fencing posts either into the ground or into the top of the hedge and paint the tops the appropriate colour. I believe Constantine Parish uses short 2"x2" stakes on top of the hedge and paints the top 6 inches, something which is undertaken at their own expense'. Cllr. P. Bickford-Smith advised proper posts are needed as there is a big change in direction. Cornwall Cllr. J. Keeling advised if the clerk sends the details over to him he would look into it on behalf of SPC.

13. REPORT OF THE CLERK & CORRESPONDENCE

PCDT January 2016 E-Bulletin

RSN Weekly Bulletin, 11/01, 19/01,

Rural Vulnerability Service Fuel Poverty – January 2016

CALC Briefing - Consultation on the Proposed Changes to the National Planning Policy Framework

Get Active Cornwall Bulletin

PCDT & Young People Cornwall Vacancies
 CPRE Winter Cornwall Newsletter
 Cornwall for Change Statement
 RSN – Rural Broadband January 2016
 The Neighbourhood Planning Training Survey Update
 11+ Community Development Introduction
 CC Town Parking Review Survey
 Growing a Rural Community – RSN Online Survey – Cllrs agreed that the clerk complete on behalf of SPC.

14a) To consider the following accounts for payment: Approval of schedule of payments and sign.

It was proposed by Cllr. A. Williams seconded by Cllr. A. McDonald and carried unanimously that the following accounts be paid as per the schedule of payments.

	£
Mrs Jodie Ellis – Clerk (Salary, Expenses)	405.90
Cornwall Council (LGPS) – Clerk	67.05
Independent rural Services –	267.60
CASH – Reimbursement of Petty Cash	53.00
Tracey Rickard – (New website, Registration Fee, and Domain Fee)	653.26
	<u>£1446.81</u>

Financial Reports by Clerk

b.) Financial report.

The Clerk reported that she had invoices to pay totaling £1446.81 as reported in item 14a. The balance at the end of January on the Current Account is £2,926.13 and on the Business Saver £32,565.36. These are considered adequate to undertake the work of the Parish Council. It was proposed by Cllr. A. Williams, and seconded by Cllr. P. Martin that the report be accepted. All in favour.

Approval of Monthly and Report.

The accounts to the end of January had been circulated but they do not include the payments drawn on 02nd February. It was proposed by Cllr. A. McDonald, and seconded by Cllr. P. Martin and carried unanimously that these represent a true account of the Parish Council finances and they were signed by the Chairman.

Monthly Risk Assessment – The Clerk reported that all the new notice boards were now in situ, and were a lot clearer for displaying the agendas and minutes.

14c) Bank - Transfer and BACS Payments – The clerk reported that Barclays had transferred the £1000 as agreed on the 05.01.16. One payment this evening to Tracey Rickard has to be paid by BACS as the company does not accept cheques. The clerk asked whether BACS payments something that SPC would like to look into using. Discussions took place and it was agreed clerk to look into and report back.

15. Footpaths – The clerk has circulated to all Cllrs the LMP footpath / bridleway list and there are currently 16 footpaths that have not been allocated to anyone. Discussions took place and the remaining footpaths were allocated to members.

16. Transport Scheme / Plan.

Cllr. P. Bickford-Smith advised that terms of reference will need to be established for the project / group so that it's members, meetings and work could be recorded and eventually go into the standing orders.

Cllr. A. Williams advised that the first meeting had taken place and the project has been named 'sAs' – Sithney Access Service. A leaflet has been designed detailing the project and a survey for parishioners to complete to allow the data to be collated as to whether there is a need for the service. Cllr. A. Williams advised that the best way to deliver the survey is by hand ~~on foot~~ to all households. There are around 600 properties within the parish, which is about 75/80 deliveries per Councillor. The troublesome issue may be getting the survey once completed back, suggestions took place to either deliver with a franked envelope to return the survey in or call again to collect the survey. Cllr. P. Bickford-Smith agreed to look into the possibility of using his franking machine and will report back next month. It was agreed that the survey should also go on the website. Cllr. P. Bickford-Smith has a list of properties in geographical location to make it easier to allocate properties between Cllrs. It was agreed that it may be better to deliver the survey's in March once the evenings are lighter.

Cornwall Cllr. J. Keeling offered the project some funding from his community chest after the 1st April 2016 when he has his new budget.

Cllr. Mrs. A. Pascoe thanked Cllr. A. Williams for his work to date on the project.

17. LMP Contract – The clerk has received confirmation from Cormac that the LMP cutting schedules remain the same as last year. The clerk has contacted Cormac to ask for the paperwork to gain the quotes for this year's contract. She sought permission to obtain quotes from Bob Sanders (current contractor), Grounds Maintenance SW, and Greens of Cornwall. Discussions took place and it was agreed to also ask IRS to quote for the contract. It was proposed by Cllr. P. Martin, seconded by Cllr. A. Williams, and carried unanimously that the Clerk proceed and contact all four contractors, to ask for a tender, reference of work, evidence of public liability insurance and work experience.

18. External Auditor – The clerk asked who the council wished to contact to carry out the external audit for the period 01.04.15 – 31.03.16, the previous two years have been carried out by David Gallie. It was agreed that the clerk ask Mr Gallie again this year. The clerk has received guidance on the Smaller Authorities audit appointments from CALC and SPC must decide if they wish to opt in or opt out of the SAAA (Smaller Authorities Audit Appointments). By law, every authority will still have to complete and publish an annual financial return irrespective of whether it is opted-in or opted-out. This requirement has not changed. CALC are strongly recommended that parish council's in our position (i.e. smaller authorities with a turnover of less than £25,000) opt in. If we opt in, with effect from 2017/18 very few of the smaller under £25,000 turnover authorities will be required to

undergo a limited assurance audit review or to pay any audit fee. All authorities will, however, need to complete and publish an annual return in accordance with the Transparency Code for Smaller Authorities. We will also need to complete an annual exemption form (which SAAA will provide) and submit this to SAAA or an auditor specified by SAAA by an agreed date. By completing this form, you certify that, under the Regulations, there is no requirement for a limited assurance audit review for the financial year in question.

If we opt out: Unless required to submit our accounts for review in the circumstances set out in in the guidelines from Smaller Authorities' Audit Appointments Limited briefing 27 January 2016, Appendix 1, opting out bodies will only need to complete and publish an annual return and to complete and submit to SAAA or an auditor specified by SAAA an annual exemption form in the same way as opting in authorities.

Discussions took place and it was agreed to defer to next month's meeting.

19. School Governors Report – Cllr. P. Bickford-Smith wished to express his congratulations to Susan Evans and her team at Sithney school for their fantastic Ofsted report of outstanding in all areas. It was agreed that the clerk write to the head on behalf of SPC. Cllr. Mrs. A. Pascoe advised that Trannack School are still looking into the possibility of becoming a multi academy and that if it goes ahead it will be around October time.

20. TIME AND DATE OF NEXT MEETING – Tuesday 1st March 2016 at 7.30pm at Trannack School.