

OTTERHAM PARISH COUNCIL

Minutes of meeting held on THURSDAY 16th December 2015 at Otterham and St Juliot Village Hall opened at 7.30 p.m.

Present: Chairman Councillor Lintell, Councillors Horwell, Northcott and P and S Windley. The Clerk Mrs L.Packer in attendance.

1. **The minutes** having been circulated, prior to the meeting, were adopted after amendment to include "Councillor Horwell asked for the public record reflect that of the 12 members of the public present, who indicated being in favour of the proposal, 11 were family members or employees of the business" and signed as a true record.
2. The Clerk Mrs L.Packer presented a letter of resignation to the Chairman giving 2 months notice. Mrs Packer has reached retirement age and has no wish to increase the hours she works (Calc have advised the number hours currently worked will be unlikely to be sufficient to cover the requirements of the minimum wage). The Clerk said how much she had enjoyed working for the Council and the Chairman expressed the thanks of the Council to Mrs Packer for her time and expertise. It was resolved to advertise the part-time post in the Cornish and Devon Post with a copy of the advert to Councillor S.Windley for local advertising. All Councillors to be issued with the job description, person specification and recommended contract of employment.
3. Finance
 - a. Cashbook accounts and bank reconciliation to 30th November 2015 were presented and adopted.
 - b. Revised estimates for 2015/16 and Estimates for 2016/17 and a draft calculation for the precept were presented.
 - c. The Precept for 2016/17 was agreed as presented at £3000.00.
 - d. Invoices/Cheques authorised for payment.
 - i. After review of the funds carried forward for maintenance of the burial grounds it was resolved to make a thank you payment to Councillor Northcott for cutting the Churchyard grass for 2015/16 of £500.00 and a fuel allowance of £26.00. Cheque number 000223 £526.00.
 - ii. Calc Invoice 1516-257 Transparency Fund and Future of Audit Training Cheque number 000224 £18.00.
 - iii. R J Lintell Farm & Garden Services Invoice 0303 Local Maintenance partnership (Trimming Styles and Bridges on Public Rights of Way/Agency Services for Cornwall Council) Cheque number 000225 £269.00. (Re-imburement Claim to be submitted Cormac Purchase order number HE1500453/20).
 - iv. Request for donation from the Friends of Bude Sea Pool. After due consideration of the financial information supplied Resolved that the Council in accordance with its powers under section 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants

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and will benefit them in a manner commensurate with the expenditure:
Cheque number 000226 £25.00.

4. **Red Phone Box:** carried forward.

5. **Planning:**

- a. PA15/10770 River Cottage; Following due consideration Approval Recommended.
- b. PA15/10759 Kernick; Following careful consideration it was resolved that the Council recommend approval but questioned as to whether a Listed Building application is also required. While it is noted that the site is located in a hollow and therefore the proposal would not have a detrimental impact upon the landscape overall, it was felt that a natural stone cladding to the north elevation would ensure the extension was more in keeping with the existing farmhouse and better enhance the setting of the Listed farm buildings.

6. **Highways:**

- a. A message was conveyed to the meeting from the Otterham School Governors requesting the parish council to make representations to Cornwall Council Highways as to whether the open ditch alongside the road could be filled in to widen the road which would help provide parking for the school.
- b. There is a very large deep pothole at Collamoor Head just off the A39 towards Pencuke.

7. General correspondence to date reported upon and received.

8. Date of next meeting: To be set by Chairman and Clerk.

The meeting was closed at 10.00 p.m.