# Supplementary Notes to accompany the Agenda for the Meeting on Wednesday 1<sup>st</sup> March, 2017 at Widegates Reading Room at 7.00 pm of Morval Parish Council.

Present:	Chair: Vice-Chair	K. Spencer T. Chudleigh				
	Parish Councillors:	R. Dennis, P. Taroni	P. Harding,	G. Tamblyn,	S. Hutchins,	J. Kitson
	Cornwall Councillor: PCSO:	J. Candy PCSO Steve Co	ocks			

#### Presentation by Mr Perry Davies re: Terras Crossing

#### 1. Apologies: Councillor Pearn

- 2. **To receive** a) any declarations of interest or b) details of any gifts or hospitality received: Members should declare any interest in items on the agenda here and are reminded that, unless they have been granted a dispensation, if they have a disclosable pecuniary interest in any matter as defined by regulations made by the Secretary of State, they may not participate in any discussion of or vote on the matter.
- 3. To receive details of agreed dispensations and dispensation requests
- 4. Minutes:

**4.1:** To resolve that the minutes of the Parish Council meeting held on the **1**<sup>st</sup> February 2017 at 7.00 pm, having been previously circulated, be taken as read, approved and signed by the chair as a true and accurate record of the meeting.

Proposed by seconded by and agreed by

, seconded by

5. Report from Devon and Cornwall Constabulary:

- 6. Report from Cornwall Councillor Candy:
- **7. Public Participation:** The Chair will limit this Item to 10 minutes. This is the only point on the Agenda where members of the public are permitted to speak unless pre-arranged with the clerk and Chair.
- 8. **Planning:** To consider all matters relating to planning including applications received after the agenda is printed if time allows for their appropriate display within the parish.

**8.1: Terras Crossing: For information:** The clerk has submitted the comments as submitted to Cornwall Council for the two applications it commented on for this property.

**9. Finance: To reconcile** financial records and authorise payments to be made.

9.1:	Tables for information:	The following payments were made during January:
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Chq No.	Details	Amount
100881	Clerk's expenses during January 2017	
	Total amount:	£14.75

9.2: Bank reconciliation: For information: This will be included on the additional sheet passed out at the meeting.

**9.3:** Payment Authorisations: To authorise payments as detailed below for payment during March 2017.

and agreed by

Details	Amount
Cornwall Council – clerk's salary for January 2017	605.80
Reading Room Committee – hire of hall for Play Area public consultation event (6th April, '16, item 17.3)	20.00
Morval Play Area Group – Film fundraising event (6 <sup>th</sup> April, '16, item 17.3)	36.99
Queensbury Shelters	6033.00
Clerk's expenses during February 2017	55.61
	•
Total amount:	£6,751.40

## 9.4: All other financial matters:

Proposed by

**9.4.1: Budget Summary:** For information: Copies of the budget summary have been passed to each councillor with the agenda, marked as 9.4.1, uploaded to the web site and made available to the public at the meeting.

- 10. Correspondence/reading material received by the clerk since the last Meeting, to include additional sheet detailing correspondence received since the agenda was delivered. Correspondence will be available for reading at the meeting: For information:
  - Cornwall Council Communities and Devolution Newsletter x 2
  - Calc Weekly Roundups
- **11. Forward Planning: For information:** This document has been updated and a copy of has been passed to each councillor, marked as 11. Copies have also been made available to the public either at the meeting or on the website.
- 12. Nomansland Bus Shelters: To receive feedback of any progress made with this project.

# **13:** Parish Play Area Project:

**13.1:** To receive any available feedback from the project group.

**13.2: Finances: For information:** Having used some of the finances agreed at the meeting held on the 6<sup>th</sup> April, '16 under item 17.3, the clerk has provided the Group with a reference sheet detailing what finances it still has available from the Council. Advice received from the Internal Auditor means that whilst the Group is a separate body from the Council, it will need to submit a Grant Application for any further funding over the originally agreed £100.

**13.3: Separate Body v Council Body: For information:** The Council agreed at its meeting held on the 7<sup>th</sup> December, 2016 under item 15.6 that the Group should be independent of it. Concerns were raised about the effect on VAT that this status could create for the Group at the meeting held in February 2017. Whilst in keeping with the Council's Standing Orders nothing can be changed currently, the clerk has checked out with five other parish councils how play areas are managed in those parishes. Details of the management styles will be made available at the meeting so that Council can think more about this matter.

- **14. Morval PCC: To accept** any response received to the letter sent to the PCC requesting a meeting and **to agree** any further action required.
- **15. Matters from the Clerk for discussion:** Including correspondence received since the agenda was printed. Extra attachment will form part of the minutes.

# 15.1: Widegates Green:

**15.1.1:** Handrail for the steps at the Green: To agree whether or not to advertise for tenders for this work identified as part of the risk assessment process.

**15.1.2: To receive** a brief update of progress made re: the potential hazards caused by the man hole covers.

**15.2:** Annual Parish Meeting: For information: Notices have been placed advertising this meeting which will begin at 6.30pm on the 5<sup>th</sup> April.

**15.3:** PCSO's: For information: As instructed at the last meeting, the clerk has sent a letter on behalf of the Council expressing its concern that the numbers of PCSO's will be reduced in the future. **15.4:** Model Publication Scheme: To review the charges within this document and to agree any

changes thought necessary. Copies have been included with the agenda marked as 15.4.

# 15.5: Councillor Peter Hunt:

**15.5.1: Election Process: To receive** options from the clerk of how the Council might proceed with filling the vacancy left by Councillor Hunt and **to agree** which option it will follow.

**15.5.2: Bank Account: To authorise** the Chair to sign the letter to the bank requesting that Councillor Hunt's name be removed from the signatory list.

- **16. Superfast Broadband: To receive** any response provided by Cornwall Council re: the implementation of Superfast Broadband in the Sandplace area.
- **17.** English Heritage: To check out the assessment made of the War Memorial by English Heritage and to agree a response to its public consultation.
- **18.** Neighbourhood Watch: To discuss the contents of the letter, copies have been included with the agenda marked as 18, from the Community Watch Association and to agree any response required.
- 19. New Business: <u>Members should note that no item/motion will be moved at a meeting unless it has been</u> <u>included on the agenda and the mover has given written notice of its wording to the clerk at least 7 clear</u> <u>working days before the meeting as per Council's agreed Standing Orders.</u>

**19.1:** Outlook Grant: To discuss any response to the letters sent to the Editorial Team and to agree any further action required.

**19.2: Potential New Residential Scheme at Widegates: To receive** any response from the developers and **to agree** any further action required.

**19.3:** Meeting start times: To discuss the following proposal from Councillor Hutchins: I would like to propose that the meeting start time remains at 7.00pm during the summer months.

**19.4:** Battle's Over: To discuss the document included with the agenda marked as 19.4 about lighting a beacon in recognition of the end of World War 1 and to agree any further action required.

**19.5: Standing Order Amendment: To discuss** the amendments to Standing Orders recommended by Calc and **to agree** whether or ot to implement it. Details have been included with the agenda marked as 19.5.

**20: Contract Tenders: To** discuss any tenders submitted for the following contracts and **to agree** successful applicants.

20.1: Widegates Green

20.2: Trenode Field

Date and Time of Next Meeting: Annual Parish Meeting at **6.30 pm** at the Reading Room, Widegates on Wednesday 5<sup>th</sup> April, 2017 followed by the Council Meeting at 7.30 pm.

There being no further business, the meeting closed at

**Agenda Item 16:** Additional matters from the Clerk for Discussion including correspondence and planning applications received since the Agenda was printed with an additional sheet giving details of such items being available at the meeting. This extra attachment will form part of the minutes for the meeting to be held on March 1<sup>st</sup>, **2017:** 

**15.6:** Widegates Village Highways Matters: For information: Two areas of concern have been raised with the clerk which she has passed onto Cormac for attention as follows: Large pothole at the bottom of the one way lane running adjacent to the village hall and a blocked drain at the top of this lane.

**15.7:** Calc News: For information: Included in the reading file for councillors attention. Articles included give information on:

- SW Local Councils Conference to be held on the 16<sup>th</sup> Match at Taunton RFC. £60 + VAT per candidate. Please let the clerk know if anybody wishes a place booked.
- Update legal topics on contracts and negligence
- Neighbourhood planning
- Campaign to end loneliness
- Charter for Trees, Woods and People
- Business Rates Retention
- Housing White Paper

# **15.8/9.3:** Payment Authorisations: To authorise the additional payment requests received as detailed

below for payment during March 2017.

Details	Amount
Cornwall Council – Planning training	20.00
	CC 771 40

Total amount including payments listed under 9.3: £6,771.40

**15.9:** Shortacross View Residential Estate: For information: To receive a brief update on matters outstanding with Hastoe from the clerk and from Councillor Taroni.

**15.10:** Mrs Maureen Matthews: For information: The clerk received the sad news that Mrs Matthews had passed away on the evening of the 19<sup>th</sup> February. Mr Matthews will keep her up to date with funeral arrangements.

**15.11:** Communities and Devolution Bulletin: For information: Included in the reading file for councillors attention, details of Cornwall Council's additional road safety and drainage schemes.

## 9.2/15.12: Bank reconciliation: For information:

Finance Summary and Reconciliation for the period 19 <sup>th</sup> January 2017 to 18 <sup>th</sup> February 2017			
Finance Summary and Reconciliation for the period 19 January 2017 to 10 February 2017			
	£		
Accounts record balance as at 19 <sup>th</sup> Jan. 2017:	34,994.05		
- Expenditure:	14.75		
Accounts record balance as at 18 <sup>th</sup> Feb. 2017	34,979.30		
Held in investment accounts	30,000.00		
	64,979.30		
Balance shown on bank statement - 19 <sup>th</sup> Jan. to 18 <sup>th</sup> Feb.	34,979.30		
Held in Scottish Widows account	30,000.00		
	64,979.30		

**15.13: TOIL: For information:** Following the agreement by the Council at the last meeting to pay the clerk for any TOIL that she has at the end of this financial year, the clerk will take a week off from the 13<sup>th</sup> to the 17<sup>th</sup> March inclusive to reduce the number of Toil hours outstanding.

**15.14: 2017 Elections:** For information: The clerk has not yet received a date for when she can collect the election application packs. Once collected she will distribute them to the existing members of the Council. Some interest has been shown by parishioners interested in putting themselves forward for the next term of office.

**15.15: Western Morning News:** For information: The clerk received an email from a reporter working

for the Western Morning News asking for a statement with regards the Council's decision surrounding the War Memorial which the Chair has given.

**15.16:** Jack Pearce Bowden: For information: An email has been received requesting that the Council consider having this man's name included on the War Memorial. In following the Council's policy, a copy of the War Memorial Policy has been sent with assurance that the matter will be included on the agenda for discussion at the meeting to be held in January 2018.