

**Morval Parish Council Minutes for the Meeting held on Wednesday 5<sup>th</sup> April, 2017 at Widegates Reading Room at 7.45 pm**

**Present:**

<b>Chair:</b>	K. Spencer					
<b>Vice-Chair:</b>	T. Chudleigh					
<b>Parish Councillors:</b>	S. Hutchins,	J. Kitson,	R. Dennis,	P. Taroni,		
	C. Pearn,	G. Tamblyn				
<b>Cornwall Councillor:</b>	J. Candy					
<b>Nine Members of the Public:</b>						

1. **Apologies:** Councillor Harding and PCSO Billings
2. **To receive** a) any declarations of interest or b) details of any gifts or hospitality received:  
Councillor Chudleigh - pecuniary interest in Item 19.7.
3. **To receive** details of agreed dispensations and dispensation requests: **None**
4. **Minutes:** **Resolved that the minutes of the Parish Council meeting held on the 1<sup>st</sup> March 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 Councillor Chudleigh, seconded by Councillor Taroni and agreed by all present at that meeting whilst two councillors abstained having not been at the previous meeting. The minutes were signed.
5. **Report from Devon and Cornwall Constabulary:** In his absence, PCSO Billings sent a report as follows:  
Please will you pass on my apologies for not being able to attend tonight's meeting.  
During the month of March there was 1 crime reported within the Parish and that was a drink driving incident. The Neighbourhood team have carried out various patrols within the Parish and all seems to be in order. If there are any issues raised and the meeting that require Police input please e-mail the details and I shall contact the person(s). I look forward to seeing you all at the next meeting in May.  
Concerns raised for PCSO Billing's attention:
  - Cars are speeding through Morval during the evenings
  - Green laning has been noticed on some public footpaths
  - Motorbikes coming down through Tregarland on Sundays appear to be speeding
6. **Report from Cornwall Councillor Candy:** Councillor Candy gave his report as follows:
  - The Sandplace road closure has opened early
  - Most of the area just above it has been cleaned of mud and debris which should reduce water run off
  - Cornwall Council business is winding down ready for the election in May
  - A substantial investment in the County should provide substantial returns
  - At the last full Cornwall Council meeting, future committees required etc. were discussed
  - Residents have requested a Traffic Order Regulation
  - Councillor Candy offered his thanks to the Council for its support. He stated that he has tried to do the best for the community and hopes to continue doing this after the election.
 Concerns and questions raised for Councillor Candy:
  - Potholes at Venton Vanes
  - A new high fence has been erected at Terras Bridge whilst the road closure was in force – clerk asked to contact the Enforcement Team
  - In answer to a question about the death at Looe brought about by a landslide, Councillor Candy advised that a legal action continues
  - The work required to install the lighting at Shortacross will be carried out by SSE
7. **Public Participation:** **None**

**8. Planning:**

**8.1: PA17/00578/PREAPP:** Pre-application advice for proposed residential development with new access at land north of Little Chimneys, Widegates **Noted**

**8.2: PA17/02428:** Insert a new window into the west elevation in the lounge wall of ground floor Flat 1, Bindown Court. Following discussion it was **resolved that the Council would support this application with the usual conditions being applied.**

Proposed by Councillor Spencer, seconded by Councillor Chudleigh and agreed by all present at the meeting.

**9. Finance:**

**9.1: Tables for information:**

**Noted**

**9.1.1: The following payments were made during March:**

Chq No.	Details	Amount
100882	Cornwall Council – clerk’s salary for January 2017	605.80
100883	Reading Room Committee – hire of hall (6th April, '16, item 17.3)	20.00
100884	Cheque destroyed	0.00
100885	Queensbury Shelters	6033.00
100886	Clerk’s expenses during February 2017	55.61
100887	Cornwall Council – Planning training	20.00
D/ Debit	Information Commissioners Office	35.00
<b>Total amount:</b>		<b>£6,769.41</b>

**9.1.2: The following payments were received during March:**

Details	Amount	
Cornwall Council – Nomansland bus shelter grant	3,000.00	
<b>Total amount:</b>		<b>£3,000.00</b>

**9.2: Bank reconciliation:** Following a typing mistake being identified that did not affect the calculation of the finance record, **it was resolved that Councillor Taroni and the clerk initial the alteration and that all the relevant documents be signed by Councillor Taroni as an accurate account of the reconciliation below, Councillor Taroni having been provided with those documents to check before the meeting.**

Proposed by Councillor Chudleigh, seconded by Councillor Pearn and agreed by all present at the meeting.

**Finance Summary and Reconciliation for the period 19<sup>th</sup> February 2017 to 18<sup>th</sup> March 2017**

	£
Accounts record balance as at 19 <sup>th</sup> Feb.. 2017:	34,979.30
- Expenditure:	6,769.41
+ income	3,000.00
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Accounts record balance as at 18 <sup>th</sup> March. 2017	31,209.89
Held in investment accounts	30,000.00
	<b>61,209.89</b>
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Balance shown on bank statement - 19 <sup>th</sup> Feb. to 18 <sup>th</sup> Mar.	31,229.89
- cheques not cashed:	
100883	20.00
Held in Scottish Widows account	30,000.00
	<b>61,209.89</b>

**9.3: Payment Authorisations:** **Resolved that the payments detailed below be made during April 2017.** Proposed by Councillor Hutchins, seconded by Councillor Pearn and agreed by all present at the meeting.

Details	Amount
SLCC – membership as agreed at the budget planning in December 2016	118.00

Morval Parochial Church Council – grant award as agreed during November '16 meeting	300.00
The Outlook Magazine – grant awarded as agreed during November '16 meeting	352.50
Cornwall Council – clerk's salary for February 2017	605.80
Clerk's expenses during March 2017	86.29
WesternWeb Ltd – website hosting and domain name	104.40
Pluss – confidential shredding	24.00
<b>Total amount:</b>	<b>£1,590.99</b>
L. Sutton: Outstanding toil as per item 18.4.2, 1 <sup>st</sup> February, 2017 – to be paid as part of salary	<b>25 hours</b>

**9.4: All other financial matters:**

**9.4.1: Budget Summary:** Copies of the final budget summary for the financial year 2016/17 have been passed to each councillor, uploaded to the web site and made available to the public at the meeting. All lines are either on budget or under budget except the following two:

Postage over budget by £31.66 due to posting of councillors papers as a result of clerk trying to reduce TOIL hours

Audit over budget by £40.00 due to increased cost for the internal audit following the Council having to change internal auditors at the last minute

**Noted**

**9.4.2: Section 137 Expenditure Limit for 2017/18:** The department for Communities and Local Government has confirmed that the appropriate sum for parish councils for the purpose of section 137(4)(a) of the Local Government Act 1972 for the financial year 2017/18 is £7.57.

**Noted**

**9.4.3: Asset Register:** Having been checked by Councillor Taroni, a calculation error was noted on this document and amended so that the Chair was able to sign it as an accurate record of the Council's assets. Proposed by Councillor Chudleigh, seconded by Councillor Hutchins and agreed by all present at the meeting.

**9.4.4: Insurance Policy:** Following receipt of the information about the new bespoke policy at no extra cost which will reflect the increase in value for the assets owned by the council now that the bus shelter has been erected and which will run until the end of the current insurance year on the 31<sup>st</sup> May, it was **resolved that the Council would accept the policy.**

Proposed by Councillor Spencer, seconded by Councillor Pearn and agreed by all present at the meeting.

**9.4.5: Parish Precepts:** Received a NALC letter advising that although the Government has agreed not to include Parish Council in precept capping yet, it does expect them to show restraint when setting precepts and it will monitor the sector's response to this challenge.

**Noted**

**9.4.6: VAT:** The clerk has submitted the Council's VAT claim form for £1,136.06.

**Noted**

**9.4.7: Income and Expenditure Record:** This document for the financial period 2016/17 has been completed and copies included with the agenda, uploaded to the website and made available to the public at the meeting.

**Noted**

**9.4.8: Annual Audit:** Following review and completion of Section 1, the Annual Governance Statement, of the Audit Form, **it was resolved that the Chair sign it as an accurate record although the clerk should check with the external auditors whether a "not applicable" comment should be entered into box 7 as the Council received no suggestions or recommendations to put into place from the last audit. The clerk would complete that box according to the advice given by the auditors.**

Proposed by Councillor Chudleigh, seconded by Councillor Taroni and agreed by all present at the meeting.

**9.4.9: Bank Account:** Following the request to remove Councillor Peter Hunt's name from the account, the bank has requested that a new mandate be completed. The clerk would suggest that this is included on the agenda for the Annual Council Meeting in June.

**Noted**

**9.4.10: Scottish Widows Account:** The clerk has received a letter giving details of changes to Scottish Widows savings accounts that will take effect from the 29<sup>th</sup> May, 2017. As far as the clerk could determine, these changes would not have a negative impact on the Council's account but should any councillor wish to see the letter to check its content, the clerk will provide a copy.

**Noted**

**10. Correspondence/reading material received by the clerk since the last Meeting, including the additional sheet detailing correspondence received since the agenda was delivered.**

The following correspondence was available for reading at the meeting:

**Noted**

- **Calc Weekly Updates x 2**
  - Safeguarding training for clerks
  - Legal updates
  - Sport England funding opportunities
- **Communities and Devolution Newsletter x 4**
  - Commitment to introduce CCTV to additional locations within Cornwall
  - Libraries and One Stop Shops Update
  - Cornish Lottery Projects and the National Lottery
- **Cornwall 4 Change Newsletter**
- **North Coast Cluster Group** letter to Cornwall Councillor Adam Paynter about a lack of increase in funding for devolved public footpaths and street cleaning services.

11. **Forward Planning:** This document has been updated and a copy of has been passed to each councillor, made available to the public either at the meeting or on the website. **Noted**
12. **Parish Play Area Project Finances:**  
**12.1:** The clerk has finalized the accounts record for this financial year with the Group having used only £20 of the £100 allocated. A new accounts record has been prepared for this new financial year showing the £20,000.00 allocated in the budget as part of the budget planning session in December 2016. **Noted**  
**12.2: Fund raising:** A request has been received from the Group for a payment of the £20,000 allocated in the budget planning exercise carried out at December's meeting to aid with its applications for additional grant funding from other organisations. This will be on the agenda for discussion at the June meeting. **Noted**
13. **Superfast Broadband:** In response to the letter sent to Sheryll Murray MP, she kindly wrote to Julian Cowans who responded by stating that the time table for this year includes Sandplace as a location to be checked and provided with the facilities for Superfast broadband if no problems are found. **Noted**
14. **Morval PCC Meeting:** Following a brief discussion, it was **resolved that the clerk send a letter on behalf of the Council to the PCC confirming that the Council still wishes to meet.**  
**Proposed by Councillor Spencer, seconded by Councillor Pearn and agreed by all present at the meeting.**
15. **English Heritage:** Following discussion of the letter received from English Heritage, the clerk was asked to check out potential costs for listed building planning applications in case the Council's policy will need reviewing following the War Memorial being given Grade 11 Listed Status.
16. **Battle's Over:** Following Looe Golf Club kindly giving permission for this event to be held on its land, the clerk was asked to check with Councillor Harding whether the current beacon is fit for purpose and still available.
17. **Elections 2017:** **Resolved that as there will be an election for the Parish Council on May 4<sup>th</sup>, the clerk should order some copies of the Good Councillor Guide.**  
Proposed by Councillor Chudleigh, seconded by Councillor Tamblyn and agreed by all present at the meeting.
18. **Matters from the Clerk for discussion:** Including correspondence received since the agenda was printed. Extra attachment will form part of the minutes.  
**18.1: ICO:** The clerk has received the new certificate and relevant documentation from the Information Commissioner for the year 2017/18. **Noted**  
**18.2: PCSOs:** No response has been received yet from Chief Constable Shawn Sawyer in reply to the Council's letter sent in which it raised its concerns about the future of PCSO's. **Noted**  
**18.3: Amendment to Standing Orders:** **Resolved that the Standing Orders with the amendment as agreed at the last meeting would be adopted.**  
Proposed by Councillor Chudleigh, seconded by Councillor Tamblyn and agreed by all present at the meeting.

**18.4: Sandplace Notice Board:** The clerk informed the meeting that a second new notice board for Sandplace had been kindly supplied by the supplier at no cost to the Council following water and insects managing to get in past the airtight seal. It has been erected and the old board returned. **Noted**

**18.5: Code of Conduct Training:** Following discussion it was **resolved that the clerk book 11 places for the Code of Conduct training being delivered by Cornwall Council on the 25<sup>th</sup> May, 2017 and in addition, for those councillors that can't make that date, a couple of places should be booked on a different date.**

Proposed by Councillor Chudleigh, seconded by Councillor Spencer and agreed by all present at the meeting.

**18.6: Shortacross View:** Councillor Taroni have a brief update on progress made with the outstanding works still required on the housing development. The clerk was requested to contact Hastoe to ask if a timescale is available for the erection of the streetlights. **Noted**

**18.7: CALC Newsletters x 2:** Included in the correspondence file **Noted**

- Purdah
- Legal Topic Notes update
- Rural idyll masks poor rural health report
- Tree Charter

**18.8: Purdah:** The clerk has downloaded a guide on Purdah from the Local Government Association website that is available for any councillor wishing to read. In the meantime a giving brief details of purdah to each councillor at the meeting. **Noted**

**18.9: Council Agreements:** The agreement documents for both Trenode Field and Widegates Green have now been signed and all relevant documentation provided to the clerk. In addition, the payment for the rental of Trenode Field has been received and paid into the bank. **Noted**

**18.10: Letter from Cllr Malcolm Harris:** Passed to all councillors at the meeting, a letter expressing concerns about the level of development within Cornwall. **Noted**

**18.11: Sandplace:** An email expressing concerns about a build up of leaf vegetation and mud along the wall adjacent to the road at Sandplace has been received from a resident. Following them reporting the problem to Cornwall Council and Councillor Armand Toms letting the local highways surveyor know, it would appear that part of the area has been cleared now. In addition, there is an amount of rubbish too lying along the road there into Looe which would benefit from a litter pick. **Noted**

**18.12: Framework Convention and the Cornish People:** Received this 15 page newsletter which has been printed and included in the reading file. **Noted**

**18.13: Late Payment Requests:** Included under item 9.3.

**18.14: Communities and Devolution Newsletter:** Included in the reading file. **Noted**

**18.15/19.3: BBC Radio:** In addition to the newspaper articles, Radio Cornwall also contacted the clerk and the Chair for comments about the War Memorial decision made. Their responses have been made available to councillors in attendance. As the presentation made about this matter on the radio included a statement that Mr Hambly has rejected the compromise offered by the Council and as no formal rejection has been received by the Council, it was **resolved that the clerk write to him seeking clarification as to whether this statement is accurate or not.**

Proposed by Councillor Spencer, seconded by Councillor Chudleigh and agreed by all present at the meeting.

**18.16: Road Closure Intention:** Road from junction north of Higher Cliff to junction north of Oxford Corner, Duloe from the 15<sup>th</sup> to the 19<sup>th</sup> May 2017 between the hours of 0930 and 1630. Please note that this is currently only an Intention and not an Order. **Noted**

## 19. New Business:

**19.1: Recycling:** Following a trial period, Cornwall Council will be extending its recycling collection scheme to include plastic pots, tubs and trays. This will be phased in during 2017 with Morval falling within Phase 3. Further information can be obtained by telephoning the Waste Team on 0300 1234 141. **Noted**

**19.2: Draft Customer Promise:** Cornwall Council is inviting views to be sent to [haveyoursay@cornwall.gov.uk](mailto:haveyoursay@cornwall.gov.uk) about a draft version of its Customer Promise. **Noted**

**19.3: Newspaper Articles and Letter Received:** An article was featured in the Western Morning News surrounding a decision made by the Council which the Chair responded to at the time. The paper printed letters in response to the article in the following week's paper and a letter was sent to the Chair and the clerk which has been included with the agenda for council's attention.

Concerns were raised about this matter by councillors:

- A resident saw the tributes being removed from the War Memorial and telephoned a councillor to say how dismayed they were that this had happened.
- Other councillors had also received complaints about this happening.
- It was noted that the family do not attend the Remembrance Services at the Memorial.

The clerk reminded everybody in attendance that this was a public meeting and she was recording for the minutes.

- It was felt by councillors that the article printed in the newspaper was biased and miss-leading and that the Council has been treated unfairly.
- It was noted that before the original request was made, for 38 years, nobody had come before the Council to ask for changes to be made to the War Memorial.

**19.4: Highways Issues:** Following a brief discussion of an email sent by St Martin's Parish Council giving information about highways defects that fall in Morval Parish, Councillor Candy interjected to reassure that he has instructed Cormac to carry out the work required.

**19.5: Parish Parking Concerns:** Following discussion of a concern brought to the attention of the clerk by a resident living in Widegates Village about difficulties faced with parking in the Reading Room car park it was **resolved that the clerk write to the Hall Committee to check out if anything can be done to reduce the problem. In addition the clerk should check out ownership of the car park.**

Proposed by Councillor Spencer, seconded by Councillor Chudleigh and agreed by all present at the meeting.

**19.6: Drakewalls Marketing:** Following an email sent to the clerk, she was requested to send a letter of thanks to the company.

**Councillor Chudleigh left the room at 9.25pm**

**19.7: Reading Room Committee:** Following discussion of the request from the Committee to plant a tree in memory of Mrs. Maureen Matthews on the Village Green, it was **resolved that whilst this is acceptable it be done with liason with the clerk, the contractor and Mr. Matthews to ensure that it is planted appropriately for all concerned. In addition, the Council would like to be in attendance when it is planted.**

**The Chair suspended the meeting** and Mr. Matthews confirmed that the species of choice would be a Crab Apple, this being Mrs. Matthews favourite tree. **The Chair resumed the meeting.**

**Councillor Chudleigh returned to the meeting at 9.31pm**

**Date and Time of Next Meeting: Annual Parish Meeting at 7.30 pm at the Reading Room, Widegates on Wednesday 3<sup>rd</sup> May, 2017.**

**There being no further business, the meeting closed at 2130.**