

**Morval Parish Council Minutes for the Annual Council Meeting held on Wednesday 17<sup>th</sup> May 2017 at Widegates Reading Room at 7.30 pm**

**Present:**

**Parish Councillors:** T. Chudleigh, S. Hutchins, C. Pearn, V. Olver, P. Taroni,  
G. Tamblyn, R. Dennis, J. Kitson, B. Matthews

**Cornwall Councillor:** R. Pugh

**Declarations of Acceptance of Office were signed by all councillors in attendance.**

**The clerk requested that the Vice-Chair from the previous Council to Chair this item.**

**Item 1: Election of Chair and receipt of the Chair's Declaration of Acceptance of Office:** Having been elected, Councillor Chudleigh signed a Declaration of Acceptance of Office.  
Proposed by Councillor Kitson, seconded by Councillor Taroni and agreed by all present at the meeting.

**Item 2: Election of Vice-Chair and receipt of the Vice-Chair's Declaration of Acceptance of Office:** Having been elected, Councillor Kitson signed a Declaration of Acceptance of Office.  
Proposed by Councillor Hutchins, seconded by Councillor Pearn and agreed by all present at the meeting.

**Item 3: Apologies for Absence: None**

**Item 4: Declarations of Interest:** The Declarations of Interest forms were collected from councillors who had completed them. The remaining councillors were advised of the time scale in which they needed to be returned to the Monitoring Officer.  
The Chair asked if any there were any Declarations of Interest for items on the agenda for this meeting. **None declared**

**Item 5: Minutes of the annual council meeting held on the 4<sup>th</sup> May, 2016:** Having been previously approved at the meeting held on 1<sup>st</sup> June 2016, these minutes were acknowledged. **Noted**

**Item 6: Induction:** The clerk presented a short induction.

**Item 7: Appointment of portfolio holder positions:** The following portfolio holder positions were agreed:

- **Roads and Transport** Councillor Chudleigh  
Proposed by Councillor Matthews, seconded by Councillor Hutchins
- **Footpaths, Rights of Way and planning** Councillor Kitson  
Proposed by Councillor Matthews, seconded by Councillor Hutchins  
**Resolved that footpaths, rights of way and planning be combined into one portfolio holder position.**  
Proposed by Councillor Hutchins, seconded by Councillor Matthews.
- **Tourism, Leisure and Licensing** Councillor Taroni  
Proposed by Councillor Pearn and seconded by Councillor Matthews  
**Resolved that tourism, leisure and licensing be one portfolio holder position.**  
Proposed by Councillor Kitson and seconded by Councillor Matthews
- **Travellers Site** Councillors Tamblyn  
Proposed by Councillor Kitson and seconded by Councillor Matthews
- **Matters relating to Looe** Councillor Pearn  
Proposed by Councillor Matthews and seconded by Councillor Chudleigh

- **Education and Play Area Project** Councillors Hutchins and Olver  
Councillor Hutchins proposed by Councillor Matthews and seconded by Councillor Tamblyn  
Councillor Olver proposed by Councillor Hutchins and seconded by Councillor Pearn  
**Resolved that the Play Area Project be included as a portfolio holder position with education so that a representation from the Council involved at meetings etc.**  
Proposed by Councillor Kitson and seconded by Councillor Chudleigh
- **Widegates “Village Green”** Councillor Matthews  
Proposed by Councillor Pearn and seconded by Councillor Tamblyn  
Councillor Olver abstained from the decision making involved in this item.

**Item 8: Committees: Resolved that no committees/working groups etc are necessary at this time.**  
Proposed by Councillor Matthews, seconded by Councillor Tamblyn and agreed by all present at the meeting.

**Item 9: Forward Planning:** This document was reviewed with agreement reached that the following matters be added to it:

- Bridleways issues
- Travelers camp at South Treviddo
- Streetlights for Morview

**Item 10: Training:**

**10.1: Code of Conduct Training:** Councillors Taroni, Matthews, Pearn, Dennis, Hutchins, Chudleigh and Tamblyn will attend the Code of Conduct training being held at Liskeard on the 25<sup>th</sup> May, 2017  
Councillor Olver will attend on the 11<sup>th</sup> June at Bodmin. The clerk will attend one or other of the sessions.

**10.2: Training at Council meetings: Resolved that the offers made by a Cornwall Council Planning Officer and Environmental Health Officer be accepted and that the clerk make arrangements with them to come to give a talk about their roles on separate nights.**

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

**10.3: Training Needs:** Councillor Chudleigh requested Chairmanship training. Councillors Taroni, Olver and Chudleigh requested that they be put forward for any available training. Councillor Kitson requested that the clerk try and obtain a full list of training on offer.

**Item 11: New Council:** A contact list for the new council has been passed to all councillors, displayed on the notice boards. The clerk will update the web-site to display the current contact details for each councillor. **Noted**

**Item 12: Audit:** The report provided by the internal auditor was received by the Council. No issues or concerns raised within it. The Chair offered thanks to the clerk for the work carried out on the audit. **Noted**

**Cornwall Councillor Pugh requested a little time to speak before the final item which was granted by the Chair.**

Councillor Pugh gave brief feedback surrounding the recent election and thanked all those who had voted for him. Cornwall Council is currently busy settling its new Council into place. Councillor Pugh thanked the clerk for the presentation that she had prepared and delivered at the meeting. Councillor Pugh gave updates on the following matters that affect Morval Parish:

- **Terras Crossing property:** The appeal made by the owners against enforcement has not been successful.
- **Road Traffic Order:** The potential costs could be around £5,000 and so Council may wish to consider a general one for the parish rather than for specific roads.
- **Morview Street Lighting:** A public consultation will be required and certain criteria will need to be met so that the lighting provided is consistent.
- **A38 Dualling:** This is sounding very positive although it is unlikely that it would happen before 2020.
- **Broadband:** Councillor Pugh will be attending a meeting soon with Julian Cowans.

Councillor Pugh was thanked for his update.

Following a request from Councillor Kitson it was **resolved that he should, after consultation with residents, make a representation on behalf of the Council to Council Pugh that can be taken forward to the meeting.**

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

**Item 13: Conclusion of Complaint:** Councillor Olver, following an earlier request, addressed the Council about this matter. The Chair requested that she stop speaking when she began to go off topic. Following a brief explanation surrounding the Code of Conduct from the clerk and Councillor Kitson, Councillor Olver explained to the Council that she had withdrawn all complaints and had drawn a line under the matter. Councillor Pearn expressed his concern at the process followed when the complaints were received stating that only the Chair and the clerk knew what they were. Councillor Chudleigh confirmed that she in her Vice-Chair's role was also not privy to the nature of the complaints. The clerk explained that this matter would be dealt with as part of the lessons learned by the process being followed and that had the complaints not been withdrawn, the matter would have been discussed at this meeting.

The clerk brought to the attention of the Council some lessons that could be learned from the complaints having been received and processed.

- **The clerk will remove any times displayed on the agenda for the Annual Parish Meeting so as not to cause confusion to speakers surrounding how much time they have to give their reports.**
- **It will be included on the public agenda that it is preferable for any person wishing to speak during public time to book time beforehand with the clerk.**

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

- **When wishing to speak during public time, a person must be clear whether they are representing themselves, another person, club or organisation and when it is as a representative they must confirm that they have the authority to do so.**

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

- **Having followed the complaints procedure, the clerk had identified that there were parts of it that needed re-thinking so as to ensure that the Council, the complainant or the clerk is not put in a vulnerable position. She requested that she and Councillor Kitson carry out this piece of work that would review and tweak where necessary the current procedure to produce a draft policy that could be brought to the Council for discussion. This request was granted.**

- **Public time to be for matters on the agenda only** – deferred to the next meeting.

The clerk informed the Council that an invoice had now been received from the independent clerk for her time in acting as a neutral witness at the complaints meeting and that the complainant had withdrawn all complaints in writing.

There being no further business, the meeting closed at 9.20 pm.