

Morval Parish Council Minutes for the Meeting held on Wednesday 7th June, 2017 at Widegates Reading Room at 7.30 pm

Present:

Chair:	T. Chudleigh			
Vice-Chair:	J. Kitson			
Parish Councillors:	S. Hutchins,	R. Dennis,	C. Pearn,	B. Matthews,
	V. Olver			
Cornwall Councillor:	R. Pugh			
Devon and Cornwall Police:	PCSO Dave Billings			
One Member of the Public:				

1. **Apologies:** Councillors Taroni, Tamblyn and Harding
2. **To receive a)** any declarations of interest or **b)** details of any gifts or hospitality received: **None**
3. **To receive** details of agreed dispensations and dispensation requests: **None**
4. **Minutes:**

4.1: Resolved that the minutes of the Parish Council meeting held on the 3rd May, 2017 at 7.30 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 Pearn, seconded by Councillor Hutchins and agreed by all councillors present at that meeting. One councillor abstained having not been a councillor at the previous meeting. The minutes were signed.

4.2: Resolved that the minutes of the Annual Council meeting held on the 17th May, 2017 at 7.30 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 Hutchins, seconded by Councillor Dennis and agreed by all councillors present at that meeting. The minutes were signed.

5. **Report from Devon and Cornwall Constabulary:** PCSO Billings gave his report as follows:

During the month of May, there were 2 common assault incidents within the Parish. It is not in the public interest to take matters relating to either incident further.

Following day and late night patrols all appeared to be in order throughout the parish.

Incidents of speeding traffic around the parish were raised again but unfortunately, these were not reported to the Police at the time the incidents occurred as advised at the previous meeting by Cornwall Councillor Candy. PCSO Billings suggested that he would try to arrange speed checking volunteers from Liskeard to come to the parish to monitor speeds, weather permitting.

A discussion was held about speed calming measures which if implemented would need to be paid for by the Parish Council.

6. **Report from Cornwall Councillor Pugh:** Councillor Pugh gave his report as follows:
 - Many issues from around the Ward have been reported to Councillor Pugh but, as yet, there were none for Morval Parish.
 - Cornwall Council has formed its cabinet but it does not include any Tories.
 - If ant planning applications are taken to the Planning Committee, Concillor Pugh is able to make a presentation but he will then be unable to vote on the application.
 - A new contract is to be signed that will allow further work on Superfast Broadband to be carried out.
 - Julian Cowans will be attending the next Community Network Meeting.

7. **Public Participation:**

A representative of the Morval Area Play and Community Group used this time to give a brief update on progress with the project.

 - Land has still not been agreed to house the play area and the Group is currently preparing its objections against the potential new development's lack of planning of land within it for a play area.
 - Fundraising efforts for the future include a possible dog show and appearance at the Morval Summer Fair.

- The purpose of a letter of intent, as requested of the Parish Council was explained.

8. Planning:

8.1: Pre-application Community Engagement: The aim of this new initiative is to bring together the community, local members and developers in order to start the Community Engagement process at the earliest possible stage. **Noted**

8.2: Planning Consultation: Cornwall Council will hold this consultation from the 12th June to the 17th August and relevant documents can be viewed at New County Hall, One Stop Shops and libraries. **Noted**

8.3: PA17/02428: Approved: Insert a new window into the west elevation in the lounge wall of the ground floor flat at 1, Bindown Court. **Noted**

8.4: PA17/03251: Approved: proposed extension to Hollyoaks, Shortacross, Widegates. **Noted**

9. Finance:

9.1: Tables for information:

Noted

9.1.1: The following payments were made during May:

Chq No.	Details	Amount
100895	Cornwall Council – clerk’s salary for March 2017	605.80
100896	CALC – annual membership for 2017/18	263.11
100897	Reading Room – annual hall hire payment	110.00
100898	Clerk’s expenses during April 2017	29.95
100899	CALC – Good Councillor Guides re: the election	30.80
100900	Zurich Municipal	315.52
Total amount:		£1,355.18

9.1.2: The following payments were received during May:

Details	Amount	
HMS Revenue and Customs – refund of VAT payments	1,136.06	
Total amount:		£1,136.06

9.2: Bank reconciliation:

Noted

Finance Summary and Reconciliation for the period 19th April 2017 to 18th May 2017	
£	
Accounts record balance as at 19 th Apr. 2017:	36,140.63
- Expenditure:	1,355.18
+ income	1,136.06

Accounts record balance as at 18 th May. 2017	35,921.51
Held in investment accounts	30,000.00
	65,921.51
Balance shown on bank statement - 19 th Apr. to 18 th May	36,489.03
- cheques not cashed:	
100888	118.00
100894	24.00
100897	110.00
100900	315.52
Held in Scottish Widows account	30,000.00
	65,921.51

9.3: Payment Authorisations: Resolved that the following payments be made during June including the late payment request received after the agenda was printed.

Proposed by Councillor Matthews, seconded by Councillor Hutchins and agreed by all present at the meeting.

Details	Amount
Mrs L. Coles – Cost for attending a complaints meeting	40.41
Mrs. L. Coles – Internal audit	180.00
Andrew Chudleigh – maintenance contract for Widegates Green for April 2017	45.90
Andrew Chudleigh – maintenance for Widegates Green for Dec. '16, Jan., Feb. and March '17	152.72
Clerk's expenses during May 2017	97.98
Cornwall Council – clerk's salary for April 2017	895.44
Total amount:	£1,412.45

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. **Noted**

9.4.2: Transparency Fund Grant: The clerk has submitted the application to the Transparency Fund and if approved, the Council will be awarded £371.16. **Noted**

9.4.3: Internal Auditors Report: Included on the agenda in error by the clerk, the Council having been provided with this report at its last meeting. **Noted**

9.4.4: Cornwall Council Charges: An error was made when raising the invoice for the charges made by Cornwall Council for processing the clerk's salary for the month of April. This has now been rectified and a credit note issued to cancel the incorrect invoice alongside an accurate new invoice. **Noted**

9.4.5: Councillors' Expenses: None were claimed by any councillor for the period April 2016 to March 2017 and Notices detailing this have been made available to the public and included with the audit documentation for the external auditors. **Noted**

9.4.6: Annual Audit: All audit documentation has now been sent to the external auditors. **Noted**

9.4.7: Transparency Grant Fund: Confirmation has been received that the application submitted by the clerk to the Transparency Fund has been accepted and a grant award of £371.16 will be paid into the bank account in the next few weeks. **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.

10.1: The following correspondence was available for reading at the meeting: **Noted**

- Calc Weekly Newsletter x 3

10.2: North Cluster Group: Two letters have been sent to all new Cornwall Councillors giving details of its concerns surrounding the LMP payments for public footpaths and toilets and rates charged for public toilets. **Noted**

10.3: Tour of Britain: A letter has been received giving details of the positive progress made with arranging for this event to come through and possibly end in Cornwall. **Noted**

11. Forward Planning: Following review of this document, it has been updated and made available to the public. **Noted**

In addition, a discussion was held, during which Cornwall Councillor Pugh was invited to give details of costs and the process that needed to be followed when applying for a TRO. Following the discussion, it was **resolved that each councillor would check their respective home and surrounding areas within the parish for matters that would be debated and considered at the next meeting for inclusion into a potential TRO list.**

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

12. Matters from the Clerk for discussion: Including correspondence received since the agenda was printed. Extra attachment will form part of the minutes.

12.1: Burying Waste: Following concerns raised by a resident, Cornwall Council's Environment Dept. is investigating whether waste is being buried illegally on land within the parish. If it is satisfied that this is the case, the matter will be passed to the Environment Agency for further action. **Noted**

- 12.2: Listed Building Application Cost:** The Planning Department has advised the clerk that there would be no cost involved in submitting a Listed Building application for work to be carried out on the War Memorial. **Noted**
- 12.3: Parliamentary Election:** Details of the recent elections have been received from Cornwall Council and posted on the Council's notice boards. **Noted**
- 12.4: Standing Orders:** Copies of the most up to date set of Standing Orders were made available to councillors at the meeting and councillors attention was drawn to a few parts of it. **Noted**
- 12.5: Freedom of Information Request:** A Freedom of Information request was received and has been responded to by the clerk. **Noted**
- 12.6: Registration of Interests Forms:** Copied and sent to the Monitoring Officer by the clerk. Councillor copies were passed back to them at the meeting. **Noted**
- 12.7: Training:**
- 12.7.1:** Details of training events being hosted by CALC were made available to the Council with the invitation that those councillors wishing to attend any should make this known to the clerk. The clerk will book places for those events identified at the meeting by some councillors wishing to attend. **Noted**
- 12.7.2:** The following councillors attended the Code of Conduct training at Liskeard: Councillors Harding, Matthews, Taroni and Chudleigh. Councillor Olver will be attending the same training being held at Bodmin. To enable the remaining councillors to access the training, the clerk will investigate the possibility of a session to be delivered by CALC and any further dates available with Cornwall Council. **Noted**
In addition a brief discussion of the content of the Code of Conduct training received at Liskeard was held surrounding the expectation that councillors should leave the room whenever a matter in which they held a non-pecuniary interest was discussed and what was likely to be considered a non-pecuniary interest.
- 12.8: Community Network Meeting:** The next meeting of this group will be held on the 12th June from 6.30 to 8.30pm at Lanreath Village Hall. The agenda and notes from the previous meeting were made available within the reading file. **Noted**
- 12.9: Council Summer Event:** The clerk provided details of an event being hosted by Cornwall Council in July. Councillors with an interest in attending should contact the clerk. **Noted**
- 12.10: Land Ownership:** The clerk has received confirmation that ownership of the car park adjacent to the Reading Room is likely to lie with Cornwall Housing whilst it appears that there is no owner of the small piece of land on which the War Memorial sits meaning that an organisation or individual could apply for ownership rights. This matter will be included on the agenda for the next meeting. **Noted**
- 12.11: Calc Weekly Update:** Included in the Reading file for councillors to access. **Noted**
- 12.12: Planning Training:** The clerk has received confirmation that a place has been allocated for Councillor Olver at the planning training being held on the 14th June at Bodmin. **Noted**
- 12.13: Model Publication Scheme:** Following a review of the charges and other matters at the Annual Council meeting, the clerk has updated this document, a copy of which was made available to councillors at the meeting and which has been uploaded to the web-site. The Portfolio Holder position has been left blank ready for discussion at the next meeting following concerns raised by Councillor Kitson to the clerk. **Noted**
- 12.14: Widegates:** Planning and highways concerns have been received from a resident with information being given and action taken as appropriate. **Noted**
- 12.15: Payment Authorisations:** Dealt with under item 9.3.

Council should note:

- No invoice has been received for May for the maintenance at Widegates Green.
- The invoice below includes the payment for the additional hours worked by the clerk on matters surrounding the War Memorial. As agreed by Council the payment for those hours will be recorded as War Memorial expenditure in the accounts.

Details	Amount
Cornwall Council – clerk's salary for April 2017	895.44

- 13: Battle's Over:** Councillor Pearn will check with Mr Gilbard whether he knows the whereabouts of the beacon **Noted**

- 14. Bus Service during the Sandplace Diversion:** Following receipt of observations made by a resident of improvements to the service whilst it was diverted, it was **resolved that the clerk write to St. Martin's Parish Council to request their support and assistance in checking that it is something that the community would like to see as the permanent route and seeking to implement it if so.**
Proposed by Councillor Chudleigh, seconded by Councillor Pearn and agreed by all present at the meeting.
- 15. Neighbourhood Watch Scheme and Telephone Boxes:** Following the presentations by these two organisation, it was **resolved that details of each be sent to every home in the parish via the Outlook.**
Proposed by Councillor Chudleigh, seconded by Councillor Matthews and agreed by all present at the meeting.
In addition, it was **resolved that a letter of thanks be sent by the clerk on its behalf to the Editorial Team for including the inserts at no cost.**
Proposed by Councillor Kitson, seconded by Councillor Chudleigh and agreed by all present at the meeting.
- 16. Draft Complaints Policy/Procedure:**
16.1: Local Government Ombudsman: Details of the potential for some Parish Councils to come under the realm of the LGO for investigation of complaints made was provided to Council by the clerk. **Noted**
16.2: Draft Complaints Policy: Following a brief discussion it was **resolved that the draft updated policy be adopted by the Council.**
Proposed by Councillor Pearn, seconded by Councillor Matthews and agreed by all present at the meeting.
- 17. Superfast Broadband:** Details of progress being made with implementing Superfast Broadband at Sandplace following a meeting held with Julian Cowans was provided by the clerk. **Noted**

Councillors Kitson, Olver and Hutchins each declared a non-pecuniary interest in Item 18 and left the meeting at 9.09pm. The meeting remained quorate.

- 18: Parish Play Area Group:** Following the explanation given by the representative during the public time and the request received from the Treasurer, it was **resolved that the clerk write a letter of intention that gives details of the funds allocated by the Council for this project so that the Group is able to secure matched funding against the funds.**
Proposed by Councillor Chudleigh, seconded by Councillor Matthews and agreed by all present at the meeting.

Councillors Kitson, Olver and Hutchins returned to the meeting at 9.10pm.

- 19: New Business:** **None**

Date and Time of Next Meeting: 7.30 pm at the Reading Room, Widegates on Wednesday 5th July,2017.

There being no further business, the meeting closed at 2115.