

## **Minutes of the monthly Meeting of Morval Parish Council held at Widegates Village Hall on Wednesday 2<sup>nd</sup> March 2022 at 7:00pm**

**Present:** Cllr John Collings, Cllr Jasmine Fullalove, Cllr Stuart Hutchins, Cllr Andy Jackson, Cllr Debra Kirkland, Cllr John Kitson, , Cllr Ben Pengelly.

**In attendance:** Sam Pengelly (Parish Clerk), Cllr Armand Toms and 3 members of the public.

### **03.22/01. Councillors Absent**

Apologies received – Cllr Clive Pearn, Cllr Graham Tamblyn.

Apologies not received - none.

### **03.22/02. Declarations of Interest on items on the Agenda**

Cllr Kitson - Planning Application (agenda item 03.22/08 (PA21/11128)).

### **03.22/03. Public Participation**

- I. A representative from the NDP informed the Parish Council that Cornwall Council have completed their latest round of checks and will be running their own 6 week public consultation from 11<sup>th</sup> March until 22<sup>nd</sup> April.

### **03.22/04. Minutes of the Monthly Meeting of Morval Parish Council held on 2<sup>nd</sup> February 2022**

It was proposed, seconded and **RESOLVED** that the minutes of the meeting held on 2<sup>nd</sup> February 2022 were an accurate record of the meeting.

PROPOSED: Cllr Kitson

SECONDED: Cllr Fullalove

### **03.22/05. Co-option of new Councillor**

Two candidates spoke to the Parish Council in turn to identify their motivations for wanting to be a Councillor.

A ballot vote was conducted.

Successful candidate: Andy Kennedy.

**ACTION:** Clerk to set up new email and add to website.

### **03.22/06. Devon and Cornwall Police Report**

PCSO Billing sent the following report:

- I. During February 2022 there was just one crime reported within the Parish and that was a common assault.
- II. We continue to patrol around the Parish and all seems to be in order.
- III. We are currently looking for volunteers to carry out Community Speed Watches for the whole area that Looe Police cover, if anyone wishes to volunteer or require more information please send me the names and I will make contact.

### 03.22/07. Cornwall Councillor Report

Cllr Toms gave an overview of his activities that may affect the parish since the last meeting:

- I. Housing is still a major issue, it is now affecting workforce levels in the area.
- II. There has been an increase in issues relating to debt recently - more applications for foodbanks etc.
- III. Happy to see NDP making progress.
- IV. Happy to support Queen's Platinum Jubilee celebrations with donation from Community Chest.
- V. Was out and about helping with issues during the storm. Improvements have been made to the way in which issues are raised to Highways as a result.
- VI. Thanks to Cllr Jackson for attending the clean up at St Martin's Church.

### 03.22/08. Planning Applications and Related Matters

- a) Cllr Kitson left the room.

The following was noted:

**PA21/11128** Proposed Covered Agricultural Yard – Cleese Farm, St Martin – **RESOLVED TO SUPPORT**

PROPOSED: Cllr Hutchins

SECONDED: Cllr Jackson

Cllr Kitson returned.

- b) Guidance for pre-apps: The Chairman was advised at training that comments should be made on pre-apps. There were varying views so it will be discussed further.

**ACTION:** Review standing orders at next meeting. Clerk to update Cornwall Council Planning Portal

### 03.22/09. Finance

- b) Payments approved.

PROPOSED: Cllr Kitson

SECONDED: Cllr Hutchins

- c) Widegates Village Hall: Proposal to continue to pay £12 per hour until further notice.

PROPOSED: Cllr Kitson

SECONDED: Cllr Fullalove

The Monthly Budgeting Report and an up-to-date Bank Reconciliation was presented by the Clerk.

#### Bank Reconciliation

Balance C/F from 31 <sup>st</sup> March 2021	£32,195.54
Add Income	<u>£29,144.51</u>
	£61,340.05
Less expenditure	<u>£33,523.58</u>
<b>2<sup>nd</sup> February 2022</b>	<b>£27,816.47</b> (Monthly Budget Summary)
HSBC a/c as at 18 <sup>th</sup> February 2022	£30,856.71 (Bank Statement no.342)
Unity Trust as at 20 <sup>th</sup> February 2022	£ 2,542.77
Less payments still to be processed	<u>£ 10,053.93</u>
	<b>£20,802.78 Bank Account</b>
Scottish Widows Bank as at 31 <sup>st</sup> March 2021	<u>£30,000.00</u>
<b>TOTAL FUNDS HELD</b>	<b><u>£50,802.78</u></b>

The following payments were authorised:

Sam Pengelly – Clerk Expenses	£110.48
Andrew Chudleigh Monthly Maintenance	£98.00
CALC – Councillor Training	£36.00
Cornwall Council – Clerk Salary Jan & Feb	£2,821.00
SLCC – Annual Membership	£144.00
Widegates Village Hall – Hall hire x8 meetings since Sept 22	£192.00
Widegates Village Hall – Hall hire NDP consultation	£66.00

**ACTION:** Signatories for the new online account were asked to authorise payments as soon as possible. Clerk to send letter to close HSBC account and transfer funds to new online account.

**03.22/10. Play Area developments**

The Clerk shared the proposed division of land that was received from Mrs Harding. There were some concerns it overlapped the land that was sold for the Farrier’s Way development.

**ACTION:** Clerk to send current lease to all Councillors and add to next agenda and confirm ownership of land identified on the plan.

**03.22/11. Telephone box**

The Clerk shared information about options for movement and refurbishment of the box.

**ACTION:** Clerk to get quotes for the work so the Councillors can make an informed decision.

**03.22/12. Hedge at junction A387 to B3254**

A communication was received from Duloe Parish Council about the hedge blocking the line of sight at junction.

**ACTION:** Clerk to contact land owner.

**03.22/13. Queen’s Platinum Jubilee**

The Clerk has received requests for a total of 103 mugs (all Trenode pupils, children up to primary school age and those interested in buying one). Councillors agreed to continue with the purchase of 2x boxes (144 total) with any remaining after presentations to children being sold for £5 per mug.

PROPOSED: Cllr Hutchins

SECONDED: Cllr Kitson

**ACTION:** Clerk to order mugs, collate list for presentation and collate list for sales.

**03.22/14. Training for Councillors and Clerk**

The Clerk distributed the Training schedule for March and April. The following courses have been agreed:

Cllr Jackson: Chairmanship

Cllr Kennedy: Code of Conduct

Clerk: Year End Accounts

CiLCA Learning Agreement signed off for the Clerk

PROPOSED: Cllr Jackson

SECONDED: Cllr Fullalove

**ACTION:** Clerk to book onto CiLCA training and assessments. All Councillors to review training schedule for any further courses they may be interested in.

**03.22/15. CNP Project List EOI**

- a. EOI forms all reviewed and approved.  
 PROPOSED: Cllr Jackson  
 SECONDED: Cllr Fullalove
- b. EOI form St Martin’s by Looe reviewed and agree to email support.  
 PROPOSED: Cllr Kirkland  
 SECONDED: Cllr Hutchins

**ACTION:** Clerk to submit forms and send email of support

**03.22/16. LMP Funded Maintenance**

The Councillors reviewed the information from LMP regarding silver and gold pathways and the funding available for maintenance.

PROPOSED: Cllr Fullalove

SECONDED: Cllr Kirkland

**ACTION:** Clerk to apply for funding

**03.22/17. Internal Audit**

Many Parish Councils have reported difficulties finding an auditor this year. The Clerk has successfully contacted, and had some communications with Rachel Pearson who has quoted £100+VAT to complete the internal audit. Councillors have agreed to proceed.

PROPOSED: Cllr Kitson

SECONDED: Cllr Kirkland

**ACTION:** Clerk to proceed with Internal Audit with Rachel Pearson

**03.22/18. Parish Magazine**

The Councillors discussed the merit of using the Outlook magazine as another communication portal with residents in the Parish. Content has been supplied for the first printed issue due to be distributed in the next few days.

With regards to the content of previous editions the Councillors remarked that all NDP comms need to be signed off by the Parish Council in the first instance as this has not been the case.

**ACTION:** Clerk to contact NDP steering group and give reminder of processes and conduct.

**03.22/19. Asset Register**

The Clerk presented a draft updated version of the Asset Register, the changes were approved.

PROPOSED: Cllr Kitson

SECONDED: Cllr Kennedy

**ACTION:** Clerk to update the Asset Register.

**03.22/20. Dates for the Diary**

6<sup>th</sup> April at 19:00 – Widegates Village Hall.

The meeting closed at 20:46

**Approved by the council members.**

Chair: \_\_\_\_\_ Date: \_\_\_\_\_