

Agenda | 14 April 2020

8 April 2020

Date: Tuesday 14 April 2020
Time: 7.30pm
Location: Online discussion meeting

To Parish Councillors

Cllr Sally Lewis Chair

Cllrs Charles Boney, Jane Page, Min Toms, Kevin Shovelton, Richard Dorling, Frances Lewis.

During the national emergency, the business of the council may continue by consultation with councillors and residents online, and from receipt of emails. Your Briefing Note (Business Continuity & Coronavirus 9 March 2020) set out the mechanism for decision making.

The Chair will send out instructions for joining the online meeting later. This agenda is accompanied by background notes to assist you in your decision making, and meeting notes will be published after the meeting.

Councillors are asked to return any comments on the agenda to the Clerk by 9 April 2020 so that they can be circulated beforehand and may inform your decision making.

This meeting is not a public meeting, but residents are encouraged to participate beforehand by emailing individual councillors or the Clerk's Office.



John Hesketh
Clerk to the Council

41/2020 Chair's Welcome & Housekeeping

42/2020 Public Participation / Cornwall Council report, if available.

Emails or other messages received by the clerk and councillors

43/2020 Apologies

To receive apologies for non-attendance submitted by Parish Councillors.

44/2020 Declarations of interest

Parish Councillors will be asked to make any declarations of interest or request dispensations in respect of items on this agenda.

45/2020 Minutes of the public meeting

To approve the minutes of the meeting held on 10 March 2020.

46/2020 Matters arising from the minutes

The Parish Council will consider any matters arising from the minutes of the previous public meeting.

Lambest Cottage | Menheniot | Cornwall PL14 3RE

01579-342437

clerk@stkeyneparishcouncil.org.uk

33/2020

- A Overpayment for print costs from Cornwall Council (Clerk)
- B Bus parking lines at The Village (Clerk)

47/2020 Correspondence

- A Email from Cornwall Hospice Care asking for donation
- B Request for donation from Cornwall Air Ambulance (postponed from March meeting)

48/2020 Planning Matters

- A To agree the parish council's response to Cornwall Council consultations on new planning applications. For information only.

Ref PA20/02667

Location South Lankelly Farm

Proposal Application to determine if prior approval is required for a proposed: Erection, Extension or Alteration of a Building for Agricultural or Forestry use.

- B Planning application received after agenda published. None received.
- C Planning applications approved by Cornwall Council. None approved.
- D Planning applications refused by Cornwall Council. None refused.

49/2020 Finance

The Parish Council will consider the authorisation of payment of the following accounts.

- A Direct Bank Payment & Receipts.

Date	Payee	Description	Pay	£
12/03/2020	Plusnet	Broadband & Phone	DD	£ 45.00
17/03/2020	A2Z Print	Newsletter	OLB	£ 69.00
26/03/2020	Fran Lewis	Expenses	OLB	£ 29.90
27/03/2020	A2Z Print	Newsletter	OLB	£ 62.50
30/03/2020	NBB Recycled Furniture	Benches	OLB	£ 828.00
20/04/2020	Cornwall ALC	Annual membership	OLB	£ 261.56
20/04/2020	Menheniot Parish Council	Contribution to SLCC fee	OLB	£ 70.00
27/04/2020	John Hesketh	Salary	OLB	£ 61.80
27/04/2020	HMRC	PAYE	OLB	£ 247.86
All bank payments this period				£ 1,675.62

Bank Receipts Schedule

0

Date	Payer	Description	£
02/03/2020	Cornwall Council	Community Chest	£ 72.00
05/03/2020	Cornwall Council	Community Chest	£ 345.00
29/02/2020	Cornwall Council	Interest	£ 30.58
31/03/2020	Cornwall Council	Interest	£ 31.95
All bank receipts this period			£ 479.53

- B Bank Reconciliation.
This report may be viewed on the council's website

C COVID-19 Community Fund

Councillors will be asked to agree to set up a budget to fund extraordinary expenses arising from the Coronavirus pandemic. Chair proposes that a contingency fund of £5,000 be set aside from the general reserve to pay for: print costs; volunteer expenses; donations to supporting organisations

(including Food banks) and any other costs that may be related to the COVID-19 pandemic as it impacts on the parish.

D Plusnet contract

Councillors will be asked to agree the renewal of the broadband and telephone contract for the village hall.

Report previously circulated

E Information Commissioners Office

Councillors will be asked to approve setting up a Direct Debit to pay the annual fee to the ICO.

50/2020 Councillors' Reports

Topical items that may be raised by councillors not requiring formal decision.

A Cllr Jane Page

Maintenance report

B Community Emergency Plan

Cllr Shovelton will update councillors on the CEP and its recent application.

This report may be viewed on the council's website

51/2020 Chair's Agenda Items

A Community Governance Review

Report back from the Electoral Review Panel.

B Lawn Cemetery

Update on proposals to create a memorial garden in the St Keyne Lawn Cemetery.

C Be Kind in St Keyne

Discussion on response to current emergency situation and future plans

52/2020 Clerk's Report

Update on current measures in place to maintain business continuity

53/2020 Date of next meeting

12 May 2020 at St Keyne Village Hall.

54/2020 End of meeting