

## Minutes | 9 June 2020

Date: Tuesday 10 June 2020  
Time: 7.30pm  
Location: Virtual public meeting – audio only  
Present: Cllrs Sally Lewis (Chairman), Min Toms, Charles Boney, Kevin Shovelton, Richard Dorling, Jane Page, Fran Lewis.

Also in Attendance: John Hesketh (Parish Clerk).  
Members of the public: None  
The public meeting started at 19.30 and finished at 20.10

### **69/2020 Chair's Welcome & Housekeeping**

### **70/2020 Public Participation**

No public participation requested.

### **71/2020 Apologies**

Cornwall Councillor Phil Seeva

### **72/2020 Declarations of interest**

No declarations of interest made or dispensations requested.

### **73/2020 Meeting Notes of the online meeting**

It was RESOLVED to approve the minutes of the meeting held on 12 May 2020. Proposed Cllr Page. Seconded Cllr Toms. All agreed.<sup>1</sup> [Amendment 15/7/20]

### **74/2020 Matters arising from the minutes**

63/2020

COVID Community Fund.

Clerk reported that the proposed terms and conditions for the new fund had been approved by councillors and posted on the parish council's website. In the current financial year, the fund has been used to give donations to Cornwall Hospice, Liskeard Foodbank and reimburse expenses to a total of £658.26. Excluding donations and including other expenses associated directly associated with the pandemic, a total of £320 has been expended. Cornwall Councillors Phil Seeva and Jane Pascoe have indicated that parish councils should make application to the Community Chest fund to recover costs such as this.

*ACTION Clerk to contact Cornwall Councillors to explore option to recover £320.*

### **75/2020 Correspondence**

A Email of thanks from Carol Beaver. Councillors noted the email and asked for public thanks to Carol and other volunteers to be made.

*ACTION Clerk to post thanks on the parish council's website.*

### **76/2020 Planning Matters**

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<sup>1</sup> Cllr Dorling, that in his view: the cost of the memory wall would only benefit two parishioners with no knowledge of future demand for such a structure and that construction is from material which has a high environmental impact compared to use of other materials such as wood. [15/7/20]

A To agree the parish council's response to Cornwall Council consultations on new planning applications. None received.

B Planning application received after agenda published. None received.

C Planning applications approved by Cornwall Council.

PA20/02639 APPROVED

Applicant: Mrs J McNee

Location: South Lankelly Barn St Keyne Liskeard Cornwall PL14 4SH

Proposal: Conversion of barn to create holiday accommodation

D Planning applications refused by Cornwall Council. None refused.

## 77/2020 Finance

A Direct Bank Payment & Receipts.

It was RESOLVED to agree authorisation of payment of the following accounts. Proposed Cllr Fran Lewis. Seconded Cllr Boney. All agreed. Cllr Page will give online authorisation.

Date	Payee	Description	Pay	£
13/05/2020	Plusnet	Broadband	DD	£ 24.30
13/05/2020	Resident	Expenses	OLB	£ 33.26
22/05/2020	Carol Beaver	Donation	OLB	£ 50.00
26/05/2020	ICO	Data protection registration	DD	£ 35.00
26/05/2020	A2Z Printing	Newsletter	OLB	£ 65.00
26/06/2020	Linda Coles	Internal Audit fee	OLB	£ 160.00
26/06/2020	HMRC	PAYE	OLB	£ 61.80
26/06/2020	John Hesketh	Salary	OLB	£ 247.86
26/06/2020	Sandblasted Signs	Sign for play area	OLB	£ 36.00
				£ 713.22

B Bank Reconciliation.

At the close of business on 31 May 2020, the council held £51,585.59 in its accounts

C Councillors received a report from the Internal Auditor, Mrs Linda Coles and RESOLVED to approve an exemption from the limited assurance review. Proposed Cllr Toms. Seconded Cllr Shovelton. All agreed.

Section 1 The Annual Governance Statement

It was RESOLVED to accept the Annual Governance Statement as presented to the meeting.

Proposed Cllr Page. Seconded Cllr Dorling. All agreed.

Section 2 The Accounting Statement

It was RESOLVED to accept the Accounting Statement. Proposed Cllr Page. Seconded Cllr Fran Lewis. All agreed.

## 78/2020 Councillors' Reports

A Community Emergency Plan

Cllr Shovelton updated councillors on the CEP:

Volunteers. We have lost one volunteer this week and expect two more to return to work shortly.

No new volunteers have yet come forward.

Oaktree prescriptions. The prescription collection and delivery from Oaktree Surgery has improved somewhat after eventually agreeing a system change with them a couple of weeks ago. Cllr Fran Lewis has written to all the recipients of prescriptions from Oaktree in the village to explain the new system.

Forward planning

We must be prepared for some of our most vulnerable residents to require a service for many weeks to come, while living alongside others for whom restrictions are being eased. There may be new circumstances therefore within which we may need a different strategy in our emergency response.

**79/2020 Chair's Agenda Items**

**A Councillors & Responsibilities**

Councillors confirmed their volunteer responsibilities:

Community Emergency Plan	Cllr Shovelton
Maintenance	Cllr Page
Community Network Area	Cllr Sally Lewis

The Chair thanked councillors for their continuing commitment to the parish and in lieu of there being an annual parish council meeting, accepted their endorsement for her continuing role as Chair until May 2021. Cllr Toms accepted the councillors' request to remain Vice Chair for the same period.

**A Lawn Cemetery**

Councillors RESOLVED to progress with the installation of a memorial wall in the St Keyne Lawn Cemetery, and chose Brendon Champion as contractor at a net cost of £3945.75. Proposed Cllr Shovelton. Seconded Cllr Page. All agreed.

**80/2020 Date of next meeting**

14 July 2020 at St Keyne Village Hall to be confirmed.

**81/2020 End of meeting 20.10**