

Minutes | 8 September 2020

Date: Tuesday 2 September 2020
Time: 7.30pm
Location: Virtual public meeting – audio only
Present: Cllrs Sally Lewis (Chair), Charles Boney, Kevin Shovelton, Richard Dorling, Jane Page.

Also in Attendance: John Hesketh (Parish Clerk).
Members of the public: None
The public meeting started at 19.30 and finished at 21.00

95/2020 Chair's Welcome & Housekeeping

96/2020 Public Participation / Cornwall Council report, if available.
Councillors noted Cllr Seeva's written report.

97/2020 Apologies

Received from Cllrs Min Sabulis (nee Toms) and Frances Lewis.

98/2020 Declarations of interest

No declarations of interest made or dispensations requested.

99/2020 Minutes of the virtual public meeting

It was **Resolved** to approve the minutes of the meeting held on 14 July 2020. Proposed Cllr Page. Seconded Cllr Lewis. All agreed. Correspondence from Cllr Dorling concerning the memorial garden will be attached to the minutes on file.

100/2020 Matters arising from the minutes

91/2020 B Overhanging trees along The Village

Chair reported that she had spoken with the resident whose trees were overhanging the pavement and had subsequently written to Kivells who have responsibility for maintaining the property. No reply received so far, but Cllr Lewis will make contact with the company again.

101/2020 Correspondence

A Carbon Neutral Cornwall Hive: included in a discussion on Item 105E.

Action. Cllr Dorling will note the contents and draft a council response to the consultation.

B Covid 19 Financial support from Cornwall Council

Noted that the support does not apply to this parish council.

C Email from Ugalde & Son concerning burial fees

Noted and actioned to agree a refund to the client.

102/2020 Planning Matters

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.

D Planning applications refused by Cornwall Council. None refused.

103/2020 Finance

It was **Resolved** to agree authorisation of payment of the following accounts. Proposed Cllr Page. Seconded Cllr Dorling. All agreed. Cllr Page will give online authorisation.

Bank Payments Schedule		01/07/2020		
Date	Payee	Description	Pay	£
07/08/2020	Fiona Herring	Cemetery refund	OLB	£ 1,780.00
07/08/2020	Fiona Herring	Cemetery refund	OLB	£ 1,780.00
10/08/2020	Carol Beaver	Donation	OLB	£ 50.00
12/08/2020	Plusnet	Broadband	DD	£ 31.20
21/08/2020	HMRC	PAYE	OLB	£ 61.80
21/08/2020	John Hesketh	Salary	OLB	£ 247.86
11/09/2020	John Hesketh	Expenses	OLB	£ 51.44
28/09/2020	HMRC	PAYE	OLB	£ 61.80
28/09/2020	John Hesketh	Salary	OLB	£ 247.86
				£ 4,311.96

B Bank Reconciliation.

At the close of business on 28 August 2020, the council held £46,840.58 in its accounts

C Liskeard and Looe Highways Scheme Expression of Interest Year 4

Councillors agreed to submit an EOI for two pieces of work: bus stop markings in The Village (opposite the current bus stop) and for repairs to the local drainage system which is causing potholes on the road between St Keyne and Penhale.

Action. Clerk to complete the EOI and submit to Cornwall Council Highways.

104/2020 Councillors' Reports

A Community Emergency Plan

Cllr Shovelton updated councillors on the Plan and work carried out by councillors during the lockdown. The Plan group will meet shortly to plan a second newsletter, review the prescription delivery service and create a certificate to thank individual residents who had supported their work.

Action. Cllrs Shovelton and Fran Lewis will follow up discussions with local surgeries concerning the use of the village hall as temporary clinic for flu vaccinations.

B Maintenance Report

Cllr Jane Page reported that all grounds continued to be well maintained and safe.

Action. Clerk to reprint Covid notices for display in Jubilee Park.

105/2020 Chair's Agenda Items

A Lawn Cemetery

Chair reported that the memorial wall has been completed, plants & trees purchased. Cllr Shovelton volunteered to assist with the planting.

B Community Governance Review

The timetable for the review is approximately 3 months behind schedule due to the lockdown. The meeting noted an enquiry by the Panel concerning the number of councillors allocated to the new wards, and confirmed their wish to have two councillors in the new Trewidland ward.

Action. Clerk to contact Review Panel to confirm their information.

C Delegated Powers

It was **Resolved** to delegate authority, where necessary, to the Clerk to make financial decisions on behalf of the parish council. Proposed Cllr Lewis. Seconded Cllr Shovelton. All agreed. *Council delegates authority to the Clerk in consultation with the Chairman and Vice Chair to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity during the period of the Coronavirus pandemic, informed by*

consultation with the members of the council. Clerk's authority to authorise expenditure without agreement from councillors agreed with an upper limit increased from £500 to £1000 (amending Section 1.35 of Financial Regulations). Review of powers in six months.

D Longlands Working Group
Chair agreed to add this item to the October agenda.

E Climate Change Development Plan Document
See Item 101A above. Cllr Dorling will draft a response and circulate for approval before 21 September.

106/2020 Clerk's Admin

A Website Accessibility Regulations

New regulations will come into force on 23 September that aim to ensure websites are accessible to people with various disabilities. Western Web (the council's web manager) have confirmed that this council's site will be compliant by the target date.

Action. Clerk to liaise with Western Web to carry out necessary changes.

B Annual audit

Noted that the Annual Governance and Accountability Return has been accepted by the external auditors.

107/2020 Date of next meeting

13 October 2020 via audio-link. Details for participating will be published in the next agenda.

108/2020 End of meeting 21.00