

## Minutes | 12 January 2021

Date: Tuesday 12 January 2021  
Time: 7.30pm  
Location: Virtual public meeting  
Present: Cllrs Sally Lewis (Chair), Min Sabulis, Kevin Shovelton, Richard Dorling, Jane Page, Charles Boney.

Also in Attendance: John Hesketh (Parish Clerk), Cllr Phil Seeva  
Members of the public: None  
The public meeting started at 19.30 and finished at 21.15

### 01/2021 Chair's Welcome & Housekeeping

### 02/2021 Public Participation & Cornwall Council report.

Cornwall Cllr Phil Seeva explained that the next virtual meeting of Cornwall Council would be on 19 January 2021. One of the items on the agenda for that meeting would be a discussion and decision about increasing the level of councillors' annual allowance from £14,000 to about £15,000. Cllr Seeva gave the background to this topic: Councillors do not receive a salary although they can receive an allowance to help offset expenses or loss of earnings; recommendations on any change comes from an Independent Remuneration Panel and not serving councillors; the number of Cornwall councillors would be reduced after the May elections from 123 to 87 which means that each councillor would have more residents to represent from over a wider area; councillors are not voting to give themselves this increase because any changes would not come into effect until after the election and not all current councillors will be returned; the overall Cornwall Council budget for councillors' allowances is being reduced.

### 03/2021 Apologies

Received from Cllr Fran Lewis.

### 04/2021 Declarations of interest

No declarations of interest made or dispensations requested.

### 05/2021 Minutes of the virtual public meeting

It was **Resolved** to approve the minutes of the meeting held on 10 November 2020. Proposed Cllr Dorling. Seconded Cllr Page. All agreed. It was **Resolved** to approve the minutes of the meeting held on 15 December 2020. Proposed Cllr Dorling. Seconded Cllr Sally Lewis. All agreed.

### 06/2021 Matters arising from the minutes

118B Fence repair at Jubilee Park. Cllr Page reported that the work had been carried out satisfactorily.

### 07/2021 Correspondence

A Letter from resident concerning change of name to the road in their locality. Councillors thanked the resident for giving them the opportunity to comment on their proposal, and welcomed it as a positive step to help visitors and residents identify the location of houses in that area. However, they declined to comment on the choices offered to them, and asked that the writer should approach Cornwall Council and Royal Mail to progress their request.

**Action** Clerk to reply with decision.

B Census 2021: appeal for help to identify hard to hear residents.

Councillors agreed to support whatever measures were needed to promote take-up of the 2021 census. Cllr Page offered facilities at the Village Hall for residents who might need support in completing their census form online. Cllr Sally Lewis agreed to be a key contact.

**Action** Clerk to reply with offer of assistance

C True Butterflies Foundation request for donation

Councillors discussed the appeal and agreed that they would prefer to support a more locally based domestic abuse charity. Cllr Sabulis will research and bring more information to the next meeting.

**Action** Clerk to reply with decision and add to February agenda.

D Carol Beaver thank you

E Cornwall Hospice thank you

F Liskeard & Looe Foodbank thank you

Replies noted and appreciated.

### 08/2021 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.

### 09/2021 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.

Date	Payee	Description	Pay	£
15/01/2021	Sally Lewis	Memorial plates fixing	OLB	£ 15.00
25/01/2021	HMRC	PAYE	OLB	£ 64.80
25/01/2021	John Hesketh	Salary	OLB	£ 259.68
				£ 339.48

B Bank Reconciliation.

At the close of business on 31 December 2020, the council held £48,294.14 in its accounts, and at 30 November 2020 held £48,622.31 in its accounts.

### 10/2021 Councillors' Reports

A Community Emergency Plan

Cllr Shovelton reported that arrangements are in place to support vulnerable residents who need help to obtain medicines and food shopping during the new lockdown. He led a discussion to examine proposals to make grants available to schools that St Keyne residents use (those located in Dobwalls, Duloe and Trewidland). Councillors were supportive of the proposals and agreed to make funds available from the Covid Community Fund. It was **Resolved** to allocate £1400 between the three schools for the benefit of pupils impacted by the Covid-19 lockdown and based on the percentage of children from St Keyne. The grant must be used during the current school year. Proposed Cllr Shovelton. Seconded Cllr Boney. All agreed.

**Action** Clerk to write to the Dobwalls & Trewidland clerk to explore the options for match funding. Cllr Shovelton will report back to councillors with proposals to allocate the funding between the three schools. Write to local surgeries offering use of Village Hall as a vaccination centre.

B Maintenance Report

Cllr Jane Page reported that all open spaces were being maintained satisfactorily.

### 11/2021 Chair's Agenda Items

A Community Governance Review

The change of boundary, parish name and number of councillors has been confirmed. Councillors are asked to consider suggestions for renaming the principal website.

**Action** Clerk to circulate proposals and prepare a specification note for the council's IT support.

B Longlands Working Group

Two proposals have been received for completing the restoration work at Longlands (removing and disposing of concrete). Cllr Sally Lewis made a declaration of interest in one of the people bidding for the work (she is related to Sam Clemens) and did not take part in the vote to select a contractor. It was **Resolved** to choose Sam Clemens to carry out the work at cost of £550. Proposed Cllr Page. Seconded Cllr Sabulis. All agreed. Also agreed that Duloe PC could take the goalposts and basketball hoop; Trewidland School to take one picnic table and St Keyne Village Hall to take one other.

**Action** Clerk to write to parishes to confirm arrangements and circulate new proposal to adjacent parishes to remove the youth shelter.

C Removal of asbestos from former village hall

Added to February agenda

D Feedback on previous Zoom meeting

Councillors discussed use of the video platform and agreed to retain future meetings as audio-only conference calls.

**12/2021 Clerk's Report**

A Review of parish council governance policies

It was **Resolved** to accept the updated and revised policies for: Financial Risk Assessment; Freedom of Information Request; Training Policy. Proposed Cllr Sally Lewis. Seconded Cllr Shovelton. All agreed.

**Action.** Clerk to publish new policies on the website

B Civic Calendar 2021

It was **Resolved** to accept the suggested list of locations for future meetings in real life. Proposed Cllr Sally Lewis. Seconded Cllr Shovelton. All agreed.

**Action.** Clerk to publish new listing and make reservations at village halls.

**13/2021 Date of next meeting**

9 February 2021. Virtual public meeting.

**14/2021 End of meeting 21.15**