

St Keyne Parish Council

www.stkeyneparishcouncil.org.uk

Date: Tuesday 8 May 2018
Time: 7.30pm
Location: St Keyne Village Hall, St Keyne PL14 4RF

Present: Cllrs Sally Lewis (Chair), Min Toms, Charles Boney, Jane Page.

Also in Attendance: John Hesketh (Parish Clerk).

Members of the public: 2

The public meeting commenced at 19.30 and finished at 21.00

Minutes | 8 May 2018

41/2018 Chair's Welcome & Housekeeping

42/2018 Elections

It was RESOLVED to elect Cllr Sally Lewis as Chair for the council year 2018/19. Proposed Cllr Boney. Seconded Cllr Page. All agreed.

It was RESOLVED to elect Cllr Jessamine Toms as Vice Chair for the council year 2018/19. Proposed Cllr Page. Seconded Cllr Lewis. All agreed.

43/2018 Public Participation / Cornwall Council report, if available.

Cllr Seeva presented his monthly report.

Financial support of £3m for the Stadium for Cornwall has been agreed by full council with the understanding that match funding from central government will be provided.

Has received an email from a resident with concerns about the loss of the youth club from the village hall.

Cornwall Council Annual Meeting will take place on 22 May 2018.

Cllr Seeva also congratulated the Chair and councillors on their work to initiate and deliver a range of projects and prepare themselves for the Local Council Awards Scheme.

44/2018 Apologies

Received from Cllr Loveday Carlyon and Kevin Shovelton. Mr Richard Dorling also sent apologies for being unable to attend for the casual vacancy interview.

45/2018 Declarations of interest

Cllr Boney declared an interest in the agenda item on parish footpaths. No other declarations were made or dispensations requested.

46/2018 Minutes of the public meeting

It was RESOLVED to accept the minutes of the meeting held on 10 April 2018 as a true and fair record. Proposed Cllr Page. Seconded Cllr Toms. All agreed.

47/2018 Matters arising from the minutes

The Parish Council will consider any matters arising from the minutes of the public meeting held on 10 April 2018.

19 Ground clearance at Sandy Close
Lambest Cottage | Menheniot | Cornwall PL14 3RE
01579-342437
clerk@stkeyneparishcouncil.org.uk

Clerk reported that Cornwall Council had confirmed that the pathway leading to the South West Water pumping station was not a public right of way or a maintained highway. SWW also confirmed that the path was not in their ownership, but had offered to access the Land Registry and identify the owner.

ACTION Clerk to follow up and report back.

9C Deposit accounts with Cornwall Council
See Item 48E below.

48/2018 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 – for information only.

C Planning applications approved by Cornwall Council – Information only.

49/2018 Finance

It was RESOLVED to agree authorisation of payment of the following accounts. Proposed Cllr Toms. Seconded Cllr Page. All agreed.

A Accounts

Payments Schedule		May 2018	Period	2
Date	Payee	Description	CQ	£
08/05/2018	Playsafety Limited	Play area inspection	1094	£ 159.60
30/05/2018	John Hesketh	Salary	1095	£ 230.12
30/05/2018	HMRC	PAYE	1096	£ 53.80
08/05/2018	NALC	LCAS Registration	1097	£ 60.00
08/05/2018	SWAS	Defibrillator	1098	£ 2,160.00
08/05/2018	Sally Lewis	Printing expenses	1099	£ 15.00
08/05/2018	ICO	Registration fee	110	£ 35.00
All cheque payments today				£ 2,713.52

B Direct Bank Payment & Receipts.

Bank Payments Schedule		May 2018	Period	2
Date	Payee	Description	Pay	£
25/04/2018	Plusnet	Broadband	DD	£ 23.40
All bank payments this period				£ 23.40

C Bank Reconciliation.

At the close of business on 30 April 2018, the parish council held £65,624.93 in its bank accounts.

D Annual Governance and Accountability Return

Clerk read out the commentary from the council's internal auditor which recommended submitting the AGAR for external audit. It was RESOLVED to accept the advice and submit the AGAR to PKF Littlejohn for external audit. Proposed Cllr Toms. Seconded Cllr Boney. 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 Boney. All agreed.

Section 2 The Accounting Statement

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

E Reserve Deposits with Cornwall Council

Clerk presented a briefing note explaining the options for depositing funds with Cornwall Council. It was RESOLVED to deposit the sum of £40,000 with Cornwall Council's Treasury Department. Proposed Cllr Lewis. Seconded Cllr Page. All agreed. Also agreed that the Parish Clerk and Cllr Lewis have delegated authority to issue instructions on behalf on the parish council to the Treasurer's office.

Councillors discussed the current use of the Barclays Business Saver Account and RESOLVED to transfer its funds into the new reserve facility and close the account. Proposed Cllr Page. Seconded Cllr Toms. All agreed.

50/2018 Councillors' Reports

A Cllr Jane Page

Presented a summary of the recent RoSPA inspection highlighting that the bench in Jubilee Park may be replaced and repositioned, and that the lock at Longlands needs repairing.

ACTION Clerk to write to Mr Crabb and obtain quote for repair.

B Footpaths & Open Spaces

Councillors were reminded that Cllr Shovelton is mapping footpaths and stiles in the parish.

51/2018 Chair's Agenda Items

A General Data Protection Regulations

Clerk explained that the deadline of 25 May 2018 will be applied flexibly by the Information Commissioners Office, and advice from CALC is that the council could have up to three months to implement its conditions. A draft plan is almost complete and will be presented at the next meeting. It was agreed to appoint the Parish Clerk as the interim Data Protection Officer.

B Local Council Award Scheme

Clerk updated councillors with a report on its progress towards LCAS Foundation Status. All the necessary policies have been agreed and documents have been published. In order to complete the requirement to publish councillor contact details, it was agreed that councillors would be given individual parish council email addresses. These will be available on the website and comply with new GDPR, as well as satisfying the LCAS requirement.

ACTION Clerk to contact Western Web and set up mailboxes.

52/2018 Date of next meeting.

12 June 2018 at St Keyne Village Hall

53/2018 Closed Session

Mr Richard Dorling was unable to attend for interview on this occasion: items rescheduled for June meeting.

54/2018 End of meeting

21.00