**St Juliot Parish Council**

*Minutes of the Annual Parish Meeting held on Wednesday 4th May 2016 at Otterham & St Juliot Hall, Marshgate at 7.30pm.*

**Present:** Chairman Cllr Elson, Cllrs Langley, Mason, Penny, Wadey. The Clerk Mrs Wendy Trevennor was in attendance.

1. **Welcome by the Chairman.** The Chairman Cllr Elson welcomed the attendees.
2. **Apologies and minutes**. There were no apologies. The minutes of the previous Annual Parish Meeting were accepted and signed as a true record by the Chairman.
3. **Reports to the Parish:**

**a) The Parish Council Chairman’s Report.** Cllr Elson reported that the council’s work had gone well during the year, with an average number of planning applications. He said the council had met the challenges of paperless planning and transparency introduced by Cornwall Council and were working well with them, and were arranging to acquire the technology to deal with them very soon.

**b) County Councillor.** Cllr Glenton Brown had been unwell and did not send a report. The clerk had sent good wishes for his recovery on behalf of the members.

**c) Parish organisations.** Reports were heard from the WI, Four Parishes magazine, the Village Hall Committee, the WI, the school and the Gardening Club.

1. **Consideration of parish matters not requiring prior notice.** Nothing to report.
2. **Chairman’s closing address and thanks.** Cllr Elson thanked the attendees. The meeting then closed at 7.47pm.

**St Juliot Parish Council**

*Minutes of the Parish Council Annual Meeting held on Wednesday 4th May 2016 at Otterham & St Juliot Hall, Marshgate, following the Annual Parish Meeting at 7.30pm.*

**Present:** Chairman Cllr Elson, Cllrs Langley, Mason, Penny, Wadey. The Clerk Mrs Wendy Trevennor was in attendance.

**14/119** No **apologies** were received and there were no changes to **declarations of interest**.

**14/120**     **Election of Chairman and Vice-Chairman.** Cllrs Elson and Wadey then stepped down from office. Cllr Elson was proposed for Chairman by Cllr Langley, seconded by Cllr Penny. There being no further nominations, voting then took place and Cllr Elson was re-elected Chairman. Cllr Elson then proposed Cllr Wadey as Vice-Chairman, seconded by Cllr Mason. Cllr Wadey declined. Cllr Mason then proposed Cllr Penny, seconded by Cllr Elson, and there being no further nominations, voting took place and Cllr Penny was elected as Vice-Chairman.

**14/121     The minutes** of the meeting held on 29th March 2016 were not available and were left to be agreed at the next meeting.

**14/122     Planning.**

1. **PA16/01451 erection of extension to livestock shed at Carlton Farm, Marshgate.** After some discussion the members returned no objections**.**
2. **General matters relating to planning.** There were no further matters to discuss.

**14/123     Finance.**

1. **Cashbook Receipts and Payments and Accounts to 31 March 2016.** A spreadsheet was shown and examined by the members. Members discussed the manner in which payments and receipts had been entered and felt that in future cheques should be dated as to when they were written, not when they left the account.
2. **Adoption of Summary Receipts and Payments and Supporting Statement.** Cllr Wadey proposed adoption of the Accounts, subject to certain changes, seconded by Cllr Penny, which was agreed.
3. **Audit.** The clerkwas about to begin preparing the audit and Mr Ken Abraham of South & West Internal Audits would undertake the work again this year for the same fee. The Chairman was given delegated responsibility to sign the audit return when completed.
4. **Authorisation of payments due to date.** The following cheques were issued and signed by Cllrs Elson and Wadey: ch 100334 for £356.29 insurance premium to Aon UK Ltd for parish insurance 2016/2017, ch 100335 for £161.52 for the CALC membership subscription, ch 100336 for £31.65 to the clerk for hours worked, and ch 100337 for £50, being the fee for Mr Abraham for the audit.

**14/124     Correspondence was then received.** Cllr Wadey had received a request from Churches Together for assistance to buy a Christmas tree for an event planned in Tresparrett, but Cllr Langley said he might be able to supply a tree.

**14/125 Reports.** As received at the Parish Meeting.

**14/126  Notice of Parish Events.**Cllr Wadey reported on a new event at the hall, Coffee Plus?, which should help boost use of the hall and funds.

Date of next meeting to be arranged by Chairman and Clerk

*The meeting closed at 8.46pm.*