



Michaelstow Parish Meeting Agenda

1. **Public Session:** No public in attendance

2. **Members declaration of interest:** None

3. **Apologies for non-attendance:** Cllr. R. Whitby

4. **Minutes:** to approve the Minutes of the Parish Council Meeting held on 6th February 2019. The minutes were approved and the clerk was approved to provide a digital signature from the chair for them to go to records.

The list of eight delegated decisions made by councillors by email between May and June 2020 and recorded on the

Delegated Decisions Page were approved.

5. **Matters Arising:** Cllrs. had not attended a meeting since February due partly to pandemic issues. Due to the 'six month rule' they thought that a meeting of councillors was important and Cllr French Blake had offered a safe meeting place, an open pavilion with socially distanced seating. Cllr. Jago provided a report on his day's training on the Code of Conduct and ethical standards for councillors.

6. **Applications / Planning Matters:** None. Cllrs. wanted to know what had happened regarding the apparent construction work taking place at Tregreenwell and the clerk agreed to look into it.

7. **Accounts:** Financial Matters

a. **Bank Balance:** as of 26.06.2020 £7614.55 in account

b. **Invoices & Payments:**

- clerks monthly salary paid in arrears by SO on 1st July £313.39
- CALC Annual Members subscription 2020/21 £143.81
- The clerk noted that annual payment for the hire of Treveighan Chapel was due and the councillors agreed even though there had been few meetings there that it is the only public building (apart from the church) in Michaelstow that they should support it and the caretaker with a donation. £220 for the annual hall hire and £60 for the caretaker

c. **Annual audit:** the annual audit is now deemed complete and it the **annual governance and accountability return** is published on the parish website with the **internal auditor's report** and the **notice of public rights**. The auditor confirms that Michaelstow Parish Council is being run to a high standard. Cllrs wanted their thanks to the clerk for this undertaking minuted as it is a huge task for such a relatively small amount of money spent which is 2.7% of the total of the council tax paid in Michaelstow.

8. **LMP:** Cllr Whitby had reported blocked footpaths. The clerk was asked to provide the chair with an up-to-date footpath map for him to check Mr. Sanders was cutting the right areas.

9. **Community:** Network / Correspondence / emails. Remote meetings were taking place and the community network had asked for a representative from the PC and then cancelled the meeting.

10. **Parish Matters & AOB:** The clerk agreed to send a copy of the current planning protocols out to councillors for clarification of the process. Modifications to the planning processes are currently underway.

11. **Date of next Meeting:** 5th August 2020

12. **To Close the meeting:** The chair closed the meeting at 19.53