

Lanhydrock Parish Council: Minutes of Annual Meeting held in the
Lanhydrock War Memorial Hall at 19:35 on Monday 20th May 2019

1) NOTIFICATION THAT MEETINGS MAY BE ELECTONICALLY RECORDED.

2) ELECTION OF CHAIRMAN:

Cllr. Jason Coad was nominated to take the role of Chairman.

Proposed by Cllr. Ayres, **Seconded by** Cllr. M. Coad *Carried: nem. con.*

3) ELECTION OF VICE CHAIRMAN:

Cllr. Mary Coad was nominated to take the role of Vice-Chairman.

Proposed by Cllr. Ayres, **Seconded by** Cllr. J. Coad *Carried: nem. con.*

4) ELECTION OF FINANCE, GOVERNANCE AND STAFFING COMMITTEE:

It was agreed to combine the Finance Committee and Governance and Staffing Committee into one committee. The membership would consist of the entire council but Cllr. Ayres and Cllr. Miller volunteered to form the core membership.

5) TO NOTE THOSE PRESENT AND TO RECEIVE ANY APOLOGIES:

- a) In attendance: Cllr. J. Coad, Cllr. M. Coad, Cllr. W. Ayres, Cllr. A. Hill, Cllr. P. Miller, S. Knight (clerk)
- b) Apologies: None

6) TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS:

None received.

7) PUBLIC FORUM:

No matters raised.

8) TO RESOLVE THAT THE MINUTES OF THE PREVIOUS MEETINGS ARE AN ACCURATE RECORD:

- a) It was resolved that the Minutes of the Parish Council meeting held on 25.03.2019 were an accurate record.

9) TO RECEIVE ORAL OR WRITTEN REPORTS AND AUTHORISE ANY ACTION:

- a) **Cornwall Council:** None received.
- b) **Bodmin Community Network (BCN) Meeting held on 09.04.2019:** The clerk reported that it had been unanimously resolved by attendees at this meeting to allocate some of the BCN share of the Community Network Highways Scheme fund to the construction of a new layby at Withiel and new road markings in Cardinham. A talk was given by Charlotte Barry of

the Good Companions environmental group, in which she spoke of the negative impact of climate change on Cornwall and encouraged parish councils to declare a 'climate emergency', to show their commitment to reducing their parish's carbon footprint. She also offered to speak at parish council meetings, where requested. The clerk enquired as to whether councillors wished for 'climate change' to be added as an agenda item for the next meeting, which they confirmed they did.

10) PLANNING MATTERS:

PA19-03468 North Barn, Blackheath Farm Extension: Upon discussion, councillors unanimously agreed that they had no objection to this planning application.

11) PARISH MATTERS

a) Respryn Bridge: The clerk reported that Mark Hollow, the Area Structures Maintenance Technician at CORMAC, had informed her that the currently missing signage for the bridge was ordered in March and that that hazard marker posts around the build outs are to be replaced with flexible posts that will spring back up when hit. Councillors discussed the current advance width restriction warning signage and noted that, although warning signs seem to have decreased in number, the build outs were preventing any damage to the bridge by oversized vehicles.

b) Percy's Lane Fingerpost: The clerk reported that there had been no further news from the foundry regarding the fabrication of the new finger. Cllr J. Coad requested that the matter be chased, providing the foundry with a deadline of 22nd June to ensure that the fingerpost is reassembled in time for the midsummer ramble.

Action: Clerk to chase Irons Brothers Foundry regarding fabrication of new finger.

c) Fox Park Lanhydrock Entry Sign & Tredinnick Pits Signs: The clerk confirmed that all the signage had arrived and been erected.

d) Community Chest Application: The clerk reported that the Community Chest funding scheme had reopened for 2019 and that she had emailed the treasurer of Lanhydrock War Memorial Hall, requesting supporting documentation required before the application for funding could be submitted.

e) 2020 OVO Energy Tour of Britain Grand Depart: It was noted that Cornwall has been confirmed as the host of the Grand Depart of the 2020 Tour of Britain cycling race, to be held on Sunday 13th September 2020.

The route would start in Penzance and end in Bodmin but it was not yet confirmed whether it would travel through Lanhydrock.

- f) Bench:** Cllr. Hill brought to the council's attention that the bench on Treffry Cross had become overgrown and unusable. It was noted that previous residents of a nearby property had voluntarily maintained the area around the bench, but a long-term solution was now required. Upon discussion, it should first be clarified whether the bench was Cornwall Council's responsibility to maintain and, if not, enquiries could be made with the War Memorial Hall's contractor as to whether they could add the bench to their schedule of works in the area.

Action: Clerk to clarify responsibility for bench maintenance with Cornwall Council and to alert them to its current state, if responsibility is theirs.

12) TO NOTE CORRESPONDENCE RECEIVED AND AUTHORISE ANY ACTION:

Date	Sender	Regarding	Action
08.05.2019	Cornwall Wildlife Trust	Helman Tor Nature Reserve Habitat Restoration	None

13) FINANCE

- a) Clerk to provide a report to date:** The clerk provided the latest bank reconciliation, which showed outstanding payments of £1078.77 and a total balance of £3250.84.

- b) The following payment was authorised:**

Invoice No.	Payee	Regarding	Sum
9632	Donna Hyde	Internal Audit	£

14) GOVERNANCE

- a) To consider the renewal of the parish council's membership of CALC and authorize any associated payment:** It was agreed that membership of CALC had proved helpful over the past few years and that the council's membership should therefore be renewed. The membership payment of £130.85 was authorized.
- b) Standing Orders:** The clerk presented councillors with the draft version of the revised Standing Orders, to be considered for adoption at the next parish council meeting, to be held on 29th July. She recommended that the Financial Regulations should also be revised as part of this process and it was agreed to convene a meeting of the Finance, Governance and Staffing Committee in mid-July to discuss. Cllr. Coad offered to host the meeting.

Action: Clerk to arrange meeting of Finance, Governance and Staffing committee in mid-July, providing councillors with a printed copy of the Standing Orders in advance and bringing the parish council bank statements to the meeting.

c) Policies & Procedure: The council resolved to adopt the:

- i) NALC Model Media policy
- ii) CALC Model FOI policy for handling requests
- iii) NALC Model Grievance procedure

d) External Audit

i) To approve exemption from external audit: The council resolved to certify itself exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. The chairman signed the Certificate of Exemption.

ii) To approve Annual Governance Statement: The Annual Governance Statement was approved by the council and signed by the chairman.

iii) To approve the Accounting Statement: The Accounting Statement was approved by the council and signed by the chairman

15) TO NOTE ITEMS FROM COUNCILLORS FOR THE NEXT AGENDA: None

16) DATE OF NEXT MEETING: Monday 29th July 2019

17) PUBLIC AND PRESS EXCLUDED

18) CLERK PAYMENT:

a) The following payments were authorised,

Recipient	Cheque No.	Reason for payment	Amount
S Knight	100305	Clerk Salary + Expenses	£
HMRC	100306	PAYE tax on Clerk Salary	£

Meeting Closed at: 21:00

Signed and Accepted as a correct record

Chairman

John D. Boad

Date:

29/7/19